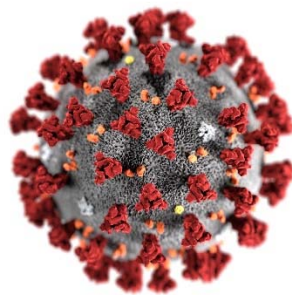




GUTHRIE PUBLIC SCHOOLS

**COVID-19 Protocols for 2020-21
Effective August 31, 2020**



How will School Start on August 20th?

Our number one priority is student and staff health and safety while also providing a safe and positive learning environment for all students. Guthrie Public Schools understands the importance of in-person instruction for our students and our goal is to start in person instruction on August 20th. We realize a need may arise when we have to close a classroom, school, or the entire district temporarily due to a rise in confirmed cases of COVID-19. If we must transition from in person instruction to distance learning overnight, we want to assure parents that our teachers and students are equipped with the resources and knowledge to conduct and participate in distance learning. Guthrie Public Schools will be using Google Classroom, Edgenuity Online Courseware for grades 6-12, and Exact Path Online Courseware for grades K-5. Our staff will be utilizing professional development days in August to be trained on implementing these options to assure there will be no loss of instruction if distance learning is needed.

As you might imagine, there will be some changes to a normal school day for a student. One of those changes will include more assigned seating, including on school buses. Parents are encouraged to take their child to school if possible. At this time, based on current conditions, we are strongly encouraging wearing a mask when social distancing of six feet or more isn't possible. Parents will be required to screen their child daily before leaving home for COVID-19 symptoms. Staff will also be required to screen for the same COVID-19 symptoms. Any visitors to a school will be required to wear a mask at all times while on campus.

GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. This requirement will extend for a minimum of two weeks of instruction. Pre-K through 3rd grade students may be allowed to remove their masks, while in the classroom, at the teacher's discretion based on a determination of the district level administration. After the two week duration, if Logan County has dropped below the orange level, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

Online Options with BLUEJAY ACADEMY for Students 6-12

BLUEJAY ACADEMY is a fulltime virtual class with online curriculum for individual student success monitored by Guthrie Public Schools staff. Students in grades 6-12 will receive online instruction from district purchased Edgenuity Courseware that is individually tailored for each student. Students that meet eligibility requirements would also be able to participate in all Guthrie Public Schools extracurricular activities.

You can apply or learn more about the BLUEJAY ACADEMY by visiting www.guthrieeps.net or by clicking the link provided below.

<https://www.guthrieeps.net/vnews/display.v/SEC/Bluejay%20Academy>

COVID-19 PROTOCOL FOR GUTHRIE PUBLIC SCHOOLS

DAILY SCREENING

1. Parent screening using provided checklist; if parents send their child to school, they are certifying they have screened their child. It's the parent's responsibility to do the parent screening and it will be relied upon by the school district.
2. Staff also screen themselves; it is the staff member's responsibility to screen themselves before coming to work. By coming to work, they are certifying they have screened themselves.
 - Checklist attached: At Home Checklist for Students and for Faculty/Staff
 - Communication to parents attached

AT SCHOOL PROCEDURES

Isolation Room: Any student or staff member who exhibits a fever of 100 degrees or more will be instantly isolated in a predetermined isolation room and immediately sent home.

After being sent home, the student or staff member cannot return to school until one of the following criteria is met:

- Without COVID testing, the student or staff member must not be present at school for 10 days from symptom onset. The student or staff member may return on 11th day if symptoms have resolved.
- After a negative COVID test, the student or staff member can return to physical school after 24 hours of being fever free with no fever reducing medication. **For students and staff members who have been quarantined or isolated by the health department, they cannot return to school until their quarantine period ends regardless of a negative COVID-19 test result.**
- The student will become a distance learner at home until he/she can return to school.
- The student will be counted as present because distance learning will be provided.
- The student will be entered into a database accessible only to necessary school personnel.

POSITIVE CASE – ELEMENTARY CAMPUS

1. Consult with Logan County Health Department as they begin contact tracing.
2. Communicate to staff.
3. Communicate to applicable parents depending on classroom arrangement.
4. Thoroughly sanitize classroom.
5. Positive case classroom goes to distance learning for 14 days while those students are quarantined. If the student has siblings, the siblings will be quarantined.

6. If the attendance of campus learners at the site and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for 14 days. The count starts on the first day of distance learning.
7. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the district's Child Nutrition capabilities.

POSITIVE CASE – SECONDARY LEVEL CAMPUS

1. Consult with Logan County Health Department as they begin contact tracing.
2. Communicate to staff.
3. Communicate to parents at site about positive case.
4. Logan County Health Department will decide which students must be quarantined and go to distance learning dependent on exposure level as determined by the county health officials.
5. If the attendance at the site and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for 14 days. The count starts on the first day of distance learning.
6. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the Child Nutrition capabilities.

REQUIREMENTS FOR ALL ELEMENTARY AND SECONDARY TEACHERS

1. Maximize classroom space (remove reading nooks, center areas, etc.)
2. One directional seating (for all classrooms that don't have round tables)
3. Seating charts (required by all teachers for all classes)

BUS TRANSPORTATION

1. Recommend alternate transportation if possible for all bus riders.
2. Maximize air flow.
3. Seating chart required.
4. Additional bus routes (district decision)

COVID-19 SCREENING FORM

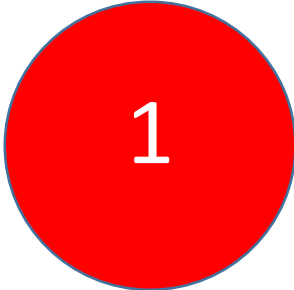
NAME: _____

Signature _____

ANY FACULTY/STAFF MEMBER ANSWERING YES TO ANY QUESTION OR RECORDING A TEMPERATURE OF 100 OR ABOVE MUST STAY AT HOME.

DATE	FEVER		SORE THROAT		PERSISTENT COUGH		LOSS OF SMELL OR TASTE		SHORTNESS OF BREATH		CLOSE CONTACT TO POSITIVE COVID PATIENT		TEMP	Initials
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO		
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Response to COVID-19 Scenarios



Scenario

A student or staff member exhibits a temperature of 100 degrees or above (whether at school or at home)

Action

Student/staff must be sent, or remain, at home until one of the following conditions is met:

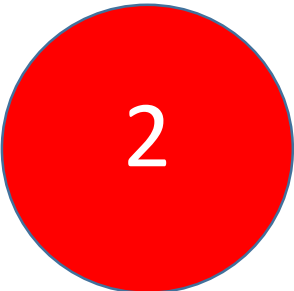
With a negative COVID test, he/she can return to school after being fever free for 24 hours with no fever reducing medication.

If not tested, the student/staff must remain at home for 10 days.

Site remains open.

Communication

No communication needed



Scenario

A student or staff member tests positive for COVID-19

Action

Health Department will be notified and conduct contact tracing

If the student/staff is in the elementary grade range, all individual class members will quarantine and go to distance learning for 14 days from last exposure and monitor any symptoms.

All other grade level actions will be dependent on contact tracing and decisions by the Health Department.

If at any time with the report of a positive case the absenteeism rate at a site/district reaches 35%, the site/district (dependent on size and school structure) will go to distance learning for 14 days.

Communication

To:

Applicable Staff

Applicable student families

Site, if necessary

District, if necessary

SCHOOL BUS SEATING CHART

DRIVER _____

BUS # _____

FRONT OF BUS

			ROW 1			
			ROW 2			
			ROW 3			
			ROW 4			
			ROW 5			
			ROW 6			
			ROW 7			
			ROW 8			
			ROW 9			
			ROW 10			
			ROW 11			
			ROW 12			
			ROW 13			
			ROW 14			
			ROW 15			7



FAQ's Addressing Guthrie Public Schools COVID-19 Protocols for 2020-21

1. How will cleaning procedures be modified in bathrooms, classrooms, halls, cafeteria, etc.?

We are working to enhance protocols on our cleaning practices to provide a safe environment for the school buildings. The district has equipped each building with the proper sanitation items needed such as hand sanitizers at every entrance. Teachers will receive non-caustic spray bottles of a chemical proven to kill COVID-19 as well as professional development on cleaning and sanitation of their classrooms. Students will also be trained on proper cleaning protocols for themselves. The secure vestibules that have been constructed over the summer will also allow us to control social distancing by having stronger controls on admitting visitors to the building.

2. Virtual learning and consistent learning platform when going from distance to in-person – if quarantined who will be the virtual teacher and what's the lesson plan? Will they be cohesive with the classroom?

It depends on the situation. If the teacher is able to continue teaching (not ill), they will continue to be the teacher. In the event that the teacher is unable to conduct the classes virtually, then other arrangements will be made. All teachers will be trained in the use of Google Classroom so students will have a consistent learning platform. We are applying for a grant to obtain internet hot spots from the State Dept. of Education. A condition of their use is that the family is eligible for free or reduced lunches. Additionally, we are securing additional Chromebooks to be checked out for families that do not have a computing device. We are using the data generated with the technology survey included in the enrollment process. The district has also received a grant from Aruba for 6 outdoor access points and another grant from Ruckus for 10 outdoor access points which will allow the district to add outdoor access points to each of our sites. Students without internet access at home can go to the nearest site each day to retrieve new lessons and upload existing lessons into Google Classroom.

3. How can we rely on parents being responsible for temperature/health checks at home.

We want the parents to work with us daily to provide a safe environment for all. Other than the daily temperature checks and close contact with a person identified to have COVID-19, we hope the remaining questions contained in the protocols were being asked or at least discussed every day if a condition was present before a child was sent to school. We are relying on parents for the first check on their children's condition prior to coming to school.

4. How will social distance requirements be met (6 ft)?

Schools across the country are faced with this question. Accommodations will be made in an effort to make the environment as safe as possible but social distancing of 6ft may not be possible in some instances.

5. How will class exchange times be orchestrated at the Jr. High and HS?
Principals at each site are working with their leadership teams to develop procedures that will reduce contact.
6. Will start times and classes be staggered?
Staggering start times was seriously discussed last year and did not have sufficient support from the community or the Board of Education.
7. If you have a doctor's note for something such as an ear infection or strep is that good enough for them to come back to school? Or do they still need a COVID test?
That would be at the discretion of the healthcare professional who diagnosed the child.
8. How are the classrooms going to be able to meet the 6 ft. social distance?
Schools across the country are faced with this question. In many cases accommodations will be made to make the environment as safe as possible but social distancing of 6ft will not be possible in certain conditions.
9. How will lunch be conducted? Cafeteria is packed and obviously masks will be taken off so the kids can eat.
Seating charts will be developed and adhered to so students are grouped with the same students daily. Additional lunch periods may be added to accommodate spacing.
10. Who was on the committee that came up with the proposal?
A group of school leaders from different parts of Oklahoma drafted the framework with input from numerous healthcare professionals. It was then adapted for our school district with input from all central office administrators, leaders from our operations team, school nurse, school attorney and representatives of the Logan County Health Department.
11. How will the kids transition from traditional school to virtual when they have to be quarantined? Will they be taught online by the same teacher to ensure consistency?
It depends on the situation. If the teacher is able to continue teaching (not ill), they will continue to be the teacher. In the event that the teacher is unable to conduct the classes virtually, then other arrangements will be made. We have planned training for all teachers in the use of Google Classroom so students will have a consistent learning platform.
12. Can the teachers have thermometers to do the temp checks in the morning in the classroom?
Each school has touchless thermometers available in the main office. Teachers will be permitted to use a touchless thermometer as well. If the teacher finds a student with a temperature of 100 degrees or higher, they are to send the student to the office to be screened by the office thermometer.

13. Can classes be done outside?

In some cases, teachers may have lessons that are done outside or in larger spaces in buildings.

14. How will recess and lunch be handled?

Each building will be working on their plan as Principals and their leadership teams begin meeting. Assigned seating will be used in the lunch rooms. Additional lunch periods may be added to accommodate spacing.

15. What will be the district's attendance policy?

The attendance policy will not change. In the event of distance learning, students will be considered present at school if they participate. Student absences with a documented COVID diagnosis by a healthcare professional will receive special coding in our database and will be reported to the Department of Education as required. Building attendance committees will consider exceptions and exemptions as in the past.

16. Can we delay the start of school to September so we can see what's working/not working in other districts?

While that could be considered as we move forward, some school districts are actually planning an earlier start in an attempt to minimize the loss of learning due to the extended break of in-person instruction over last spring. Our current infection rate in Logan County is reasonably low and we consider it imperative that we begin an orientation to online distance learning so students and teachers can become more comfortable with the platforms in place in the event that another closure becomes warranted.

17. Will there be therapists on-site or in the district to help the kids with all the issues that will be popping up?

We have counselors on staff as well as many community agencies that provide services to our students. Those services will remain in place.

18. Will teachers be given PPE, disinfectant and hand sanitizer since these items are hard for us parents to provide/find?

All staff will be provided with two washable masks as well as ample disinfectant and training before school begins on proper sanitizing practices.

19. Will there be hot water at Fogarty so the kids can properly wash their hands?

This summer, all student restrooms at Fogarty Elementary are being renovated. Included in the renovations are hot water service for the student sinks.

20. Will the students remain in the same classroom all day or will they still have PE, music, etc.?

This may look different in different buildings based on the facility. We plan to continue to have specials at the elementary level.

21. Why are masks not required for all students?

We are following the recommendations of the Oklahoma State Department of Education which highly suggest wearing masks at this time.

Added 8-17-2020: GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. This requirement will extend for a minimum of two weeks of instruction. Pre-K through 3rd grade students may be allowed to remove their masks, while in the classroom, at the teacher's discretion based on a determination of the district level administration. After the two week duration, if Logan County has dropped below the orange level, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

22. Will kids that choose to distance learn be able to play sports?

Students enrolled in the Bluejay Academy can participate in extra curricular activities provided they meet existing eligibility guidelines.

23. How are the bus routes changed? Will there be fewer kids on each bus?

We will be encouraging parents to bring their children to school when possible to reduce the number of students riding on the bus. Windows on the buses will be opened to promote air flow and all students riding will have assigned seats.

24. Are we staggering start times at the school?

Staggering start times was seriously discussed last year and did not have sufficient support from the community or the Board of Education.

25. Will additional full-time teachers be added to just do the virtual/distance learning for quarantined kids?

We do not plan on adding staff at this time.

26. Can we still apply for funds from the Cares Act to provide technology and thermometers to our teachers and students?

We are applying for as many grants as possible to allow us to leverage funds for safety and technology items.

27. What happens if my kid doesn't wear a mask to school?

Masks are not required at this time, only highly recommended.

Added 8-17-2020: GPS will follow the color coded COVID-19 Alert System established by the Oklahoma State Department of Health to determine instructional setting, health protocols, and activities. This determination will be made when the levels of infection for Logan County are released in advance of the next week of instruction. While at the yellow level, the wearing of masks in all indoor spaces is strongly recommended. If Logan County is elevated to the orange level or higher, masks will be required of all students and staff while inside buildings or in school vehicles (including school buses) with more than one person present. This requirement will extend for a minimum of two weeks of instruction. Pre-K through 3rd grade students may be allowed to remove their masks, while in the classroom, at the teacher's discretion based on a determination of the district level administration. After the two week duration, if Logan County has dropped below the orange level, the wearing of masks will return to a strong recommendation. Any exemption to this requirement will be considered on a case by case basis by the district administration, including the school nurse, and may require written documentation from a healthcare professional. Failure to follow a mandatory mask condition by students or staff will be treated as a violation of the school dress code policy.

28. Will students still be able to use the library and check out books?

If the building is open to the students, we would also open the library provided staff is present to monitor the space.

29. How will we be notified if a student in the school, grade or class has tested positive? What about if someone's family member tests positive?

We will provide contact tracing information as requested by the Logan County Health Department. The LCHD will provide communication with families as warranted by current guidance.

30. Will class be shut down immediately if a student tests positive during the day? i.e. had a 9:00 doctor's appointment or got test results back at 10:00?

Any specific situation will be addressed following consultation with the Logan County Health Department.

31. How will substitutes be found? Last year classes were combined when a sub could not be found, doubling the number of students in the room. Will this be allowed? What happens if there are no subs available for a class?

It is difficult to provide an answer for every possible situation but principals will look at large spaces such as gyms or auditoriums in the event that combining classes is needed due to a shortage of substitute teachers.

32. What happens if a child that rides a bus tests positive? Will that whole bus route be quarantined along with their class?

The bus seating chart will be provided to the Logan County Health Department to assist in contact tracing. They will provide input on how to proceed

33. Are we altering any of the upcoming breaks?

No calendar alterations are planned at this time.

34. If someone's close family member tests positive will they be required to quarantine?

The Logan County Health Department will provide guidance on a situation such as this.

35. Is there a current committee that will monitor daily COVID events and implement changes in a timely manner?

The administration at the district level will continue to monitor the situation along with our school nurse as we work closely with the Logan County Health Department. The superintendent was given the authority to modify the COVID-19 Protocols as necessary and the Board of Education would review the modifications at their next meeting.