

Barnum Public Schools #91

School Plan 2020-21

The spring of 2020 brought unprecedented changes to our communities and our schools. As we plan for the 2020-21 school year, in compliance with the Minnesota Department of Education (MDE) and the Minnesota Department of Health (MDH) guidance, our goal is to create an educational delivery system to keep our students, families and staff healthy and safe. The three scenarios are defined below:

- **Scenario 1: In-person learning for all students.** In this planning scenario, schools should create as much space between students and teachers as is feasible during the day, but will not be held strictly to enforcing 6 feet of social distancing during primary instructional time in the classroom.
- **Scenario 2: Hybrid learning with strict social distancing and capacity limits.** In this planning scenario, schools must limit the overall number of people in school facilities and on transportation vehicles to 50% maximum occupancy. Sufficient social distancing with at least 6 feet between people must occur at all times.
- **Scenario 3: Distance learning.** In this planning scenario, students have access to appropriate educational materials and receive daily interaction with their licensed teachers.

The goal is to have our school ready for whatever the public health situation may require. It is the intent of the school district to be ready to switch between these scenarios if/when we are asked to do so by MDE/MDH. As we formalize these plans one goal remains, to develop a system of instruction that meets the needs of every learner regardless of their situation.

Governor/MDE/MDH - Safe Learning Plan Goals: [Minnesota's Safe Learning Plan for the 2020-21 School Year](#)

1. Prioritize the safety of students and staff
2. Prioritize in-person learning, especially for younger learners
3. Consider infectiousness and transmission risk among different ages
4. Support planning, while permitting flexibility for districts
5. Take into account disease prevalence at a local level.

Communication

Planning Team

The Barnum School District has formed a Planning Team to work on the modifications needed for the upcoming school year. The team includes the following people.

Team Member	Title
Mike McNulty	Superintendent
Jim Calhoun	Director of Buildings & Grounds

Judi Vitito	Elementary Principal
Lisa Schmitt	Director of Food Service
Gregg Campbell	Secondary Principal
Roxy Olsen-Hurst	Community Ed Director
Melissa Johnson	School Nurse
Dan Lingle	Transportation
Jodi Schatz	HS Office
Lauren Wendroth	Teacher
Paula Baier	Teacher
Heather Carlson	Teacher
Kristen Helland	Teacher
Steph Ferrin	Parent
Beth Dinger	Parent
Lynnsey Schatz	Student

Superintendent Mike McNulty serves as the point of contact for all COVID-19 related matters. His information will be included on communications.

The District will continue to utilize the district website and Facebook for updating staff, students, parents/guardians, and the public. Written documentation will be available at the District Office for parents/guardians who do not have internet access.

Messaging

Message templates are being assembled for:

- A letter informing staff, students and parents of the MDE scenarios, notifying them that the district is complying with MDE recommendations and has completed a restart plan for the three scenarios.
- A letter that can be used should school cancellations need to occur due to a known or suspected case of COVID-19 in district facilities.
- A summary letter of the changes taking place within the district to be provided to parents/guardians, students and staff after the MDE announcement is made on what scenario will be followed.

- A letter notifying staff, students and parents of the changes regarding athletics/activities.

Training and Education

<p><u>Maintenance & Custodial Staff</u></p> <ul style="list-style-type: none"> - Currently known COVID-19 Facts - Cleaning Methods and Schedule - Employee Right-to-Know - Personal Protective Equipment - Districts Restart Blueprint Overview - Identifying Symptomatic Students - Screening Yourself 	<p><u>Transportation Staff</u></p> <ul style="list-style-type: none"> - Currently known COVID-19 Facts - Cleaning Methods and Schedule - Employee Right-to-Know - Personal Protective Equipment - Districts Restart Blueprint Overview - Identifying Symptomatic Students - Screening Yourself
<p><u>All Other Staff</u></p> <ul style="list-style-type: none"> - Currently known COVID-19 Facts - Overview of the Custodial Cleaning - Receiving Items from Home - Districts Restart Blueprint Overview - Identifying Symptomatic Students - Screening Yourself 	<p><u>Parents & Guardians</u></p> <ul style="list-style-type: none"> - Districts Restart Blueprint Overview - Transferring Items from Home to School - Scheduling Changes - How to Screen/What to Screen for - Use of Technology <p>*The district will post the MDH COVID-19 Decision Tree and MDH "Is it COVID-19"? to assist with symptom identification</p>

Cross-Training and Absence Planning

The Barnum School District is preparing for absences of essential staff members by cross training. Backup staff members have been assigned for essential roles, shown below.

Team Member	Back up/Fill in
Mike McNulty, Superintendent	Colleen Feters
Jim Calhoun, Head Custodian	Steve Stalbusch
Dan Lingle, Transportation	Lori Carlson
Melissa Johnson, School Nurse	Consult with Moose Lake
Lisa Schmitt, Food Service	Connie Langhorst

Evan Lembke, Technology	Randi Lembke/Remote
Judi Vitito, Elementary Principal	Gregg Campbell
Gregg Campbell, High School Principal	Judi Vitito
Roxy Olsen-Hurst, Community Education	Courtney Sieckert
Roxy Olsen-Hurst, Bomber Club & ECFE	Jenn Wright & Alisha Bigelow
Dave Duesler, Athletic Director	Gregg Campbell
Nikki Kresky, Elementary School Counselor	Alicia Dammer
Alicia Dammer, High School Counselor	Nikki Kresky

The Barnum School District is planning to remain as flexible as possible to accommodate staff and students, while following individual Union Contracts.

In order to prepare for the possible need for more substitute teachers/positions, the District will hold a training for all current substitutes during the school in-service day to prepare for the need to fill-in, in positions that they may not normally perform.

Mental Health & Wellness

The COVID-19 pandemic is causing stress, fear, and anxiety for many people. The District will provide staff, families, and students (age-appropriate) with information on how to access resources for mental health and wellness in the following ways.

- The Barnum School District has the following mental health professionals available:
- Alycia Dammer, High School (7-12) Guidance Counselor (218) 389-3273, ext.1008
 - Nikki Kresky, Elementary (K-12) School Counselor (218) 389-6976, ext.1135
 - Dianne Barkos, School Social Worker, REFERRED BY COUNSELOR
 - HDC Therapists - Marcia Anick, Meg Justison REFERRED BY COUNSELOR
 - Coral Popowitz, Monarch Counseling REFERRED BY COUNSELOR

Health & Safety Considerations

Face Coverings

On July 22, Governor Walz signed [Executive Order 20-81](#) requiring face coverings in all indoor public spaces in Minnesota, including K-12 school buildings.

Screenings

The Barnum School District will educate the staff and students on the symptoms of Covid-19. Persons who have a fever of 100.40 (38.00C) or above, or other signs of illness should not come to school. Parents, be on the alert for signs of illness in your children and keep them home when they are sick.

To assist parents/guardians, students, and staff in determining when to come into the building based on symptoms, the Barnum School District will post the MDH Decision Tree factsheet. <https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>

Infrastructure Considerations

- **Heating Venting and Air Conditioning (HVAC)** The district will alter as many settings as possible to promote the intake and circulation of fresh air in the school building while maintaining all code and ASHRAE standards that apply to public schools.
- **Physical Space Changes**
 - Water Fountains - Water fountains will be shut off and students will be encouraged to utilize a water bottle to remain hydrated. Touchless bottle fillers are located in the school buildings.
 - Restrooms - Staff will work to stagger restroom breaks for students so as to limit the number of occupants at any given time.
 - Hand Washing/Sanitizing - Students and staff will implement hand washing procedures within the classroom setting. All individuals are expected to wash their hands regularly.
 - Recess Equipment & Play Structure - students will sanitize hands before and after using equipment.
- **Building Cleaning/Sanitization Procedures** Effective immediately, the school district's custodial department will implement additional sanitization procedures to ensure the building is ready for students each day. All chemicals used will support sanitizing of surfaces. These chemicals will be those normally used in the school setting. Extra attention will be given to shared spaces, door handles, etc.

Scenario 1: In Person Learning Plan

General Description

In this planning scenario, students and staff will create as much space between one another as is feasible during the day, but will not be held strictly to enforcing six feet of social distancing during primary instructional time in the classroom. This scenario may be implemented assuming state COVID-19 metrics continue to stabilize and/or improve.

Instructional Delivery Considerations

During the In-Person Learning Plan in class teaching and learning will take place. Hybrid and Distance learning options will be available on a case by case basis for students requiring alternative school schedules.

Food Service Considerations

Food Service will continue as it was prior to the spring school closure. Additional hand sanitizing stations and increased hand washing procedures will be implemented to decrease the spread of illness within the school building. Students will eat lunch in the cafeteria but will be spaced apart as much as possible.

Transportation Considerations

Transportation will continue as it was prior to the spring 2019 school closure. Students and parents should contact the school district's transportation department to arrange for transportation prior to the school year beginning. Please contact Dispatch Director Dan Lingle at (218) 389-6978 ext 1038.

Childcare

In this scenario school-based Childcare would not be offered, Bomber Club will be available before and after school for fees.

Activities/Athletics

Activities and extracurricular programming will continue to follow the COVID-19 Sports Guidance for Youth and Adults.

Social Distancing Considerations

Per MDE and MDH requirements, floor and seating markings will be present to remind students and staff to always stay 6 feet apart in lines and at other times they may congregate (lunch, arrival, dismissal, restrooms, lockers, etc.) The Barnum School District will work to segment students as much as possible but cannot guarantee a minimum of 6 feet at all times. Staff will minimize "group" activities and those activities where close proximity to each other can be avoided.

Scenario 2: Hybrid Learning Plan

General Description

In this planning scenario, the Barnum Schools will be required to limit the overall number of people in school facilities and on transportation vehicles to 50% maximum occupancy. Sufficient social distancing with at least 6 feet between people must occur at all times. Schools must also include plans for contactless pick up and/or delivery of meals and school materials for days that students and staff are not in the school building, as well as implementation of a school-age care program for critical workers. This scenario may be implemented if COVID-19 metrics worsen at

the local, regional, or statewide level. Hybrid Learning may also be implemented if the Barnum Schools experiences a cluster of cases within a classroom or the school.

Instructional Delivery Considerations

Barnum Elementary The Hybrid Learning Plan at Barnum Elementary will encompass a schedule of students by grade level. Details TBD. Wednesday each week would be dedicated to distance learning for all students and allow professional development/planning time for teachers. Wednesday would also be used for building cleaning/sanitizing by the custodial department to ensure the safety of students and staff.

School Supplies Students will need their own school supplies (such as pencils, markers, crayons, scissors, etc.) and socially distanced learning space. School supplies will not be shared when feasible.

BES SCHEDULE TBD

Barnum High School The Hybrid Learning Plan at Barnum High School will encompass a hybrid master schedule. Wednesday each week would be dedicated to distance learning for all students and allow professional development/planning time for teachers. Wednesday would also be used for building cleaning/sanitizing by the custodial department to ensure the safety of students and staff.

BHS SCHEDULE TBD

Food Service Considerations

Students will eat breakfast and lunch as they normally do when attending school in person. Students will be spread out in the lunchroom to accommodate appropriate social distancing. Food service staff will wear masks and gloves as a safety precaution. Meals to accommodate distance learning days will be scheduled in a manner very similar to this past spring.

Transportation Considerations

School buses will run their regular route each day but 50% of the kids will require rides to school on any given day. The bus will be loaded from back to front with occupancy taking place in every-other seat. Students from the same household will sit together. Bus drivers and adult riders will be encouraged to wear gloves and masks. *Note: The Department of Transportation (DOT) will not allow seats to be removed or barriers to be installed on the bus.*

Childcare

Childcare will be available for students of essential workers and school staff as required by the Minnesota Department of Education.

Activities/Athletics

Extracurricular activities will continue as directed by the Minnesota State High School League and the Minnesota Department of Education. If activities are allowed to continue during the Hybrid Learning Plan, coaches and all participants will be expected to follow all social distancing guidelines.

Social Distancing Considerations

Sufficient social distancing with at least six feet between people must occur at all times.

Scenario 3: Distance Learning Plan

(Adapted from Spring 2020)

General Description

This scenario may be implemented if local, regional, or statewide COVID-19 metrics worsen significantly enough to require the suspension of all in-person learning.

Distance Learning defined Students engaging in distance learning have access to appropriate educational materials and receive daily interaction with their teacher(s). It is important to note that distance learning does not always mean e-learning or online learning. Barnum students will have full access to appropriate educational materials either in paper-pencil (packet), online via the internet, or both.

Instructional Delivery Considerations

Parents are encouraged to keep in contact with your child's teacher(s) on a regular and routine basis to solidify a partnership between school and home. Below is the instructional delivery plan for Distance Learning.

Barnum Elementary

Details and improvements to the spring schedule TBD. Student attendance will be determined by the connections made from staff members and students on a regular and routine basis.

Barnum High School

High school students should make plans to get their assignments via the learning management system Schoology. This means teachers will be posting assignments on Schoology and collecting assignments this way as well. It is the expectation of the school district that students will work to complete these assignments by the due dates established by their teachers. Student attendance will be determined by the connections made from staff members and students on a regular and routine basis.

Special Education and Section 504

In the event of extended school closures, the school district remains responsible for the free appropriate public education (FAPE) of its students eligible for special education services who have an individualized education program (IEP) or those with disabilities who qualify for a 504 Plan. Districts must plan how they will continue to meet the requirements of Part B (3- 21) and Part C (birth to three) of the Individuals with Disabilities Education Act (IDEA), Part B and Part C, and Section 504 of the Rehabilitation Act of 1973.

Students Receiving Special Education Services

Students with disabilities who receive special education services through an Individualized Education Program (IEP) or Individualized Family Services Plan (IFSP) will continue to receive special education services and support during distance learning. The goal is to maintain as many of the IEP/IFSP services as possible, however not all current parts of an IEP/IFSP may be relevant or possible during distance learning. Case managers will reach out to parents to discuss how each child's special education services will be provided during distance learning. Each student with an IEP/IFSP will have an Individualized Distance Learning Plan (IDL) based on their current IEP/IFSP. The IDL will be developed by members of the IEP/IFSP team, including the parent, and will outline the services and supports each student will receive through distance learning.

In addition to developing IDLs, Barnum Public Schools will be implementing several procedures to ensure it is meeting due process obligations, including upholding timelines and holding IEP/IFSP team meetings. As a general principle, during this unprecedented national emergency, Barnum Public Schools will work with parents to reach mutually agreeable extensions of time, as appropriate.

Students Receiving Services and Supports through 504 Plans

Students with physical or mental impairments who receive services and support through a Section 504 Plan will continue to receive those services and supports during distance learning. The goal is to maintain as much of the 504 Plan as possible, however not all current parts of a 504 Plan may be relevant or possible to implement during distance learning. 504 case managers will be reaching out to parents to discuss how each child's 504 Plan will be implemented during distance learning, including the consideration for any needed changes. If it is determined that changes to the 504 Plan are necessary for distance learning, those changes will be incorporated into the plan, sent home to parents and communicated with each child's teacher(s).

Food Service Delivery Considerations

We know many of our students depend on our school food service program so it is important we provide ongoing meals for our students during times of distance learning. Our food service department will provide breakfast and lunches to students.

Childcare

Childcare will be available for students of essential workers and school staff as required by the Minnesota Department of Education.

Childcare will be offered through Community Education's Bomber Club School Age Care Program as fee-based. Families are required to be pre-registered and contracted with Bomber Club before they can attend. Contact Community Education to register at rolsen@isd91.org or 218-389-0108.

Social Distancing Considerations

Access to school buildings and grounds will be limited in accordance with state guidelines.

Activities/Athletics

Extracurricular activities will continue as directed by the Minnesota State High School League and the Minnesota Department of Education.

FACILITY CLEANING SCHEDULE

SPACE	How Often to Clean & Disinfect	When to Clean & Disinfect	Who is Responsible
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COMMON AREAS

Main Entrance/Vestibule Door Handles and Electronic Door Assist Buttons	2 times/day	7 AM 1 PM	7 AM ? 1 PM ?
Main Office Door Handles			
Bottle Fillers			
Check-in Counters/Front Office Counters			
Handrails			
Vending Machine Buttons, cash input/output surfaces, pickup slot door			
Tables/Chairs in HS Commons Area			

MAIN OFFICES, DISTRICT OFFICE & TEACHERS LOUNGES

Door Handles/Inside Outside	1 time/day	Evenings – After 3:30	?
Conference Room Tables			
Desks			
Chairs - Armrests, Grip areas			
Phones and Computers (staff clean)			
Break Room: Tables, Chairs, Appliance Handles & Doors, Cabinet Pulls / Doors			
*Remove all other shared condiments			

GENERAL CLASSROOM

Door Handles - Identify all touch points during open/closing	1 time/day	Evenings – After 3:30	?
Door Frames			
Light Switches			
Table Tops			
Desks			
Chairs (Include hand grip locations)			
Cabinet Handles/Pulls and Front of Doors			

Sink Faucets and Front Edge of Sink			
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SPACE	How Often to Clean & Disinfect	When to Clean & Disinfect	Who is Responsible
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BATHROOMS

Cold/Hot Water Faucets and Front of Sinks	3 times/day	9 AM 12 PM 3:30 PM	9 AM and 12 PM – ? 3:30 – ?
Toiler Flusher			
Toilet/Toilet Bowl			
Push Locations Inside/Outside Stall Doors			
Mirrors			
Soap Dispensers			
Handle/Push Spot on Main Door Inside/Outside			
Accessible Grab Bars			
Baby Changing Stations			
Hand Dryers/Paper Towel Dispenser			

BUSINESS CLASSROOM

Entrance Door Handles (Inside/Outside)	2 times/day	After Classes	Instructor
Computer Keyboards Covers & Mouse			
Counters/Tables			
Chairs (Hand Grip Locations)			

PLAYGROUNDS

Swing Chains	1 time/day	Before School	?
Slides			
Overhead Bars			
Grab Handles			

GYMNASIUM

Entrance Door Handle	1 time/day	Before School 7 AM	?
Shared Equipment/Used Equipment Bin			

Equity

Minnesota defines educational equity as the condition of justness, fairness and inclusion in our systems of education so that all students have access to the opportunities to learn and develop to their fullest potential. Equity is a priority to reach all children, especially children of color, indigenous children, immigrant children, low-income families and communities, and people who have disabilities must continue to be prioritized. Further, access to mental health services and support, hands-on student education and support, broadband and devices, and consistent instructional expectations continue to be concerns for many students. The educators of Barnum Public Schools stand ready to meet this need. Safely providing opportunities for in-school learning and other activities will provide engagement, support, and access for our students, families and communities.

Broadband Access

A challenging issue with any form of distance learning is the lack of access to quality broadband internet in Barnum, MN. It isn't enough to simply have internet access at home. Quality upload and download speeds are necessary to conduct distance learning appropriately. In response to this ongoing issue Barnum Public Schools will be working to establish alternative procedures for students to access learning online. Additional wireless access points will be installed in the school parking lots to allow students to "drive-in" to download and upload school work.

Resources

The following resources were used in the creation of this plan.

[Minnesota Department of Health Center for Disease Control](#)

[Minnesota Department of Education](#)