



WOOD DALE
SCHOOL DISTRICT 7
STRIVE FOR EXCELLENCE

Wood Dale District 7
Opening Plan
for the
2021/22 School Year

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Introduction

Families of school aged children have had to once again live through a summer filled with questions regarding under what conditions their children would return to school in the fall. Throughout the summer State Superintendent Ayala ([ISBE](#)), the [CDC](#), the [IDPH](#), and Governor Pritzker, released documents providing direction and guidance to school leaders regarding how schools should operate when they open in the fall. The District 7 Administration, in cooperation with the District 7 Transition Committee, used this information to guide them in updating this document.

The following items have been mandated by the State Superintendent & the Governor:

- All students must return to school in August for in-person instruction.
- Short term remote (homebound) instruction will be made available **only** for students who are under a mandatory quarantine for COVID.
- All students, faculty, staff, and visitors must wear a mask while inside school buildings or riding a school bus, regardless of vaccination status.

Upon this information being released from the various governmental entities, the District 7 Administration began to update the plan that was in place for our schools last year. After the plan was updated, the District 7 Transition Committee came together to review and finalize the plan. This plan has been updated to provide guidance to our educators to ensure high-quality instruction for our students in an environment that is healthy and safe for students and staff. The staff and community members listed below assisted in updating this plan.

Wood Dale 7 - Transition Committee

Michelle Barton, ECEC Teacher & WD7 Parent
Alan Buttimer, Principal - Westview
Sarah Campbell, Instructional Coach
Krishnamurty Chivukula, Parent
John Corbett, Superintendent
Greg Cyrier, Technology Coordinator
Gina DiFiglio, Assistant Principal - WDJH
Amy Falcone, Intervention Teacher - Westview & WDEA President
Karen Gershman, Speech Therapist - Westview
Gus Gonzalez, Buildings & Grounds Director
Kelly Gould, Special Education Coordinator
Amy Gruben, Music Teacher - WDJH
Joe Krause, Principal - WDJH
Merri Beth Kudrna, Curriculum Director
Delia Mercado, District Nurse
Maria Romero, Dual Language Teacher - Westview
Brittney Rousseau, Kindergarten Teacher
Rachele Schayer, Instructional Coach
Tim Shermak, Principal - Oakbrook
Kirstin Subach, Math Teacher - WDJH
Hope Tokarczyk, LMC Director - Westview
Elvia Villalobos, ECEC Principal & ELL Coordinator
Pam Wawczak, Transportation Director
Rachel Weichenhain, LMC Director - WDJH & WDEA Co- Vice President
Steve Wilt, Chief School Business Official

All District 7 staff members are responsible for implementing this plan. Additionally, while we recognize our students need adult support and guidance, they too will be assisting us in implementing this plan, when appropriate. We are grateful to our families for their ongoing patience and support. Our goal is to mitigate the potential for transmission of COVID-19 in our school and our community, and that requires full cooperation from all of us.

***Note:** Protocols described in this plan are subject to change as guidelines evolve.*

Vaccination

The CDC states that COVID-19 vaccination among all eligible students (over 12 years of age) as well as teachers, staff, and household members is the most critical strategy to help schools safely resume full operations. For more information on vaccination [CLICK HERE](#).

Vaccination is the leading public health prevention strategy to end the COVID-19 pandemic. People who are fully vaccinated against COVID-19 are at low risk of symptomatic or severe infection. A [growing body of evidence](#) suggests that people who are fully vaccinated against COVID-19 are less likely to become infected and develop symptoms and are at substantially reduced risk from severe illness and death from COVID-19 compared with unvaccinated people.

Only a small proportion of fully vaccinated people get infected (breakthrough infections), even with the Delta variant. Moreover, when these infections occur among vaccinated people, they tend to be milder than among those who are unvaccinated. However, preliminary evidence suggests that fully vaccinated people who are infected with the Delta variant can be infectious and can spread the virus to others. To reduce the risk of becoming infected with the Delta variant and spreading it to others, students, teachers, and school staff should continue to use layered prevention strategies including universal masking in schools.

Social & Physical Distancing

A distance of at least 3 feet is recommended between unvaccinated students, but not required. A distance of at least 6 feet is recommended between unvaccinated adults or between unvaccinated adults and students, but not required. All desks (student seating) in District 7 classrooms have been arranged to provide at least three feet of social distance between students. When unvaccinated persons cannot maintain recommended physical distancing, strict adherence to masking is especially important.

Visual reminders have been posted throughout our school buildings and visuals have been designated (signs, tape, etc.) as indicators of safe distances in areas where students congregate or line up (e.g., arrival and departure, hallways, etc.). When possible District 7 will stagger bus loading and unloading, bathroom breaks, etc. to ensure student and staff safety. Staff and students should continue to abstain from physical contact, including, but not limited to, handshakes, high fives, hugs, etc.

Personal Protective Equipment (PPE) and Face Coverings

The Governor has mandated that face coverings be worn by all students, staff members, and visitors inside Illinois schools to provide protection and decrease the spread of COVID-19. Exceptions can be made for individuals that have a medical contraindication, are under 2 years of age, have trouble breathing, or fall unconscious, incapacitated, or unable to remove the face covering without assistance. These situations should be brought to the attention of the administration for review. A face covering is a mask or other cloth covering which covers an individual's nose and mouth. All face covering must adhere to the following:

- Reach above the nose, below the chin and completely covering the mouth and nostrils (no bandanas, gaiters or masks with valves)
- Fit snugly against the sides of the face to the greatest extent possible.
- Be made of multiple layers of fabric that the individual wearing it can breathe through
- May not be made of a material that is sheer or resembles mesh or netting.

A doctor will be required to complete the District 7 mask exclusion form for anyone who is not able to wear a face covering. Face coverings must be worn at all times in school buildings, even when social distancing is maintained. Face coverings do not need to be worn outside. District 7 will maintain a supply of disposable face coverings in the event that a staff member, student, or visitor does not have one for use or if their mask does not comply with the definition above. After use, the front of the face covering is considered contaminated and should not be touched during removal or replacement. Hand hygiene should be performed immediately after removing and after replacing the face covering. Gloves and additional PPE should be used as needed when assisting students requiring close contact. Employees and students may use their own face covering, as long as they fit the definition of face covering described above. It is expected that staff and students ensure their cloth face coverings are kept clean and sanitized.

Teachers who need to show facial expressions where it is important for students to see how a teacher pronounces words (e.g., English Learners, early childhood, world language, etc.) may temporarily remove their face masks and wear a face shield instead. However, teachers will be required to resume wearing face masks as soon as possible. Preferred alternatives to teachers wearing face shields include clear face masks or video instruction. There must be strict adherence to physical distancing when a face shield is utilized in lieu of a face mask.

Failure to wear an appropriate face covering when required will result in the person being immediately asked to leave the property. If the person does not leave, the police will be notified and they will be removed from District property. In the case of a student, they will be isolated until the student can be picked up by a parent or guardian.

Hygiene

Frequent hand washing and hand sanitizing are key to help prevent the spread of COVID-19. Staff members and students must clean hands with soap and water for at least 20 seconds. If soap and water are not available, an alcohol-based hand sanitizer that contains at least 60% alcohol must be used. Staff and students must avoid touching their mouth, eyes, or nose as

much as possible. Staff and students must use hand sanitizer upon entering and exiting the classroom each time. Hand sanitizer will be available in all classrooms and placed in common areas throughout each school building. Each building has signage in place reminding everyone of the need for proper hand hygiene in the appropriate areas. If assisting a student requires close contact, hand washing, or sanitizing must be done before and after contact with students. In such situations, the staff member should also wear a gown over their clothing. It is recommended that hand hygiene is performed upon arrival to and departure from school; after blowing one's nose, coughing, or sneezing; following restroom use; before food preparation or before and after eating; before/after routine care for another person, such as a child; after contact with a person who is sick; upon return from the playground/physical education; before touching one's face, and following removal of any PPE. District 7 has posted handwashing posters in the bathrooms and in other common areas throughout the school.

Appropriate PPE including face covering, shield, gloves, and gown will be made available to all staff working 1:1 with a student.

Shared Objects

According to the CDC, when no people with confirmed or suspected COVID-19 are known to have been in a space, cleaning once a day is usually enough to sufficiently remove virus that may be on surfaces and help maintain a healthy facility. Students and staff should limit the borrowing or sharing of any items. Staff and students are encouraged to clean items such as keyboards and tabletops throughout the day.

Air Circulation/Ventilation

All District 7 HVAC units were serviced this summer to ensure maximum performance. All units were cleaned and filters were changed. The HVAC is set to maintain a 20% fresh air flow. Additionally, the district has bi-polar ionization air cleaners throughout the district buildings' HVAC systems to better purify the air circulating through the buildings. Staff members are not permitted to have fans in their classrooms or offices.

Health Screenings - General Information

Only students and staff who are healthy should come to school/work. Staff and students are encouraged to stay home when not feeling well. Students and staff with any of the following symptoms* of COVID-19 **must** remain home:

- Measured temperature of 100.4 degrees Fahrenheit or greater
- New cough
- Shortness of breath
- Fatigue from an unknown cause
- Muscle or body aches from an unknown cause
- New onset of moderate to severe headache
- New loss of sense of taste or smell

- Sore throat
- Vomiting
- Diarrhea
- Known close contact with a person who has been diagnosed with COVID-19

*As recommended by the Illinois Department of Health (IDPH)

Daily Health Screenings Students - Family Responsibility

On a daily basis, parents will need to certify that their child is free from COVID-19 symptoms before sending them to the bus stop or to school. This will be accomplished by answering self-screening questions. Families must complete one questionnaire for each student who attends District 7 schools each day they attend school. The self-screening questionnaire forms will be provided by the schools or download a form ([Click Here](#)). For students whose families did not complete the certification, the parent will be contacted to review the certification questions. If a parent or guardian is unavailable a district staff member will conduct a screening with the student.

If a child has been diagnosed with allergies, asthma or other chronic health conditions that would exhibit COVID-19-like symptoms, we encourage the family to discuss this matter with their healthcare provider for any needed recommendations to attend school. It is recommended that parents contact their child's healthcare provider if the child is immunocompromised prior to the start of school.

If a child comes to school with any of the COVID-19 symptoms, they will be sent to the quarantine room/space. Students will remain in the quarantine area until a parent or guardian picks the student up, or alternative transportation home is arranged. Students who exhibit symptoms should be referred to a medical provider for evaluation, treatment, and information about when they can return to school.

Daily Health Screenings - Staff

Staff will complete a self-certification process prior to coming to work, assessing whether they should stay home from work.

Staff who are absent due to COVID-19 symptoms will follow the recommended guidelines for return to school per the health department. Staff must report COVID-19 symptoms, diagnoses or exposures when reporting absences. Confirmed cases will be reported to the health department.

Any staff member who begins to exhibit COVID-19 like symptoms during the work day must follow the building procedure. Please inform the school administrator and/or district nurse.

Screening Testing

The CDC recommends screening tests for staff and students in areas where there is a substantial rate of virus transmission. During the 2020/21 school year District 7 had no recorded cases of virus transmission at any of our schools. We believe this is in part due to the mitigation efforts we had in place. At this time District 7 will not be pursuing screening tests. Should conditions change the district may consider pursuing screening testing.

Contact Tracing

District 7 will immediately contact the DuPage County Department of Public Health upon learning of a positive COVID-19 case among the student body or staff. The DuPage County Department of Public Health will investigate all cases/contact tracing. Additionally, the District 7 Nurse and Health Clerks have been trained in contact tracing and will follow-up with any student's family or staff member who test positive for COVID-19.

Visitors

Visitors will be restricted to authorized personnel only. A high level of discretion will be used when allowing visitors to the schools. Visitors to any building must always wear an appropriate and approved face covering and will be required to use hand sanitizer upon entrance to the building. Visitors will be met at the entrance of the school for a wellness screening. Unless given permission from an administrator, visitors will remain in the main office or other designated area for the duration of the visit. Students or staff will be asked to meet the visitor to conduct business as needed. Visitors will not have access to the building in general to maintain physical distancing. This will be in addition to the normal sign-in procedures. If a visitor refuses to comply with these requirements they will not be allowed into the building and ordered to leave.

Meals

The Breakfast and Lunch Programs will operate closely to the procedures used before COVID-19. Due to a Federal Waiver, every student in grades K-8 is eligible to receive both breakfast and lunch daily and free of charge. Early Childhood students will receive a daily snack.

While in the lunchroom/classroom, students will sit three feet apart from one another, facing the same direction while eating meals.

Any questions regarding the food service program should be directed to Mr. Steve Wilt
630-595-9510 (swilt@wdsd7.org)

Transportation

District 7 will continue to offer eligible students daily transportation. The following procedures will be followed for transportation:

- Students are expected to wear their masks on the bus.

- Students are expected to have their health screening completed prior to boarding.
- Students will clean their hands with hand sanitizer upon boarding the bus.
- Students will have assigned seats on the bus.
- Students will be seated as far apart as possible on the bus.
- Siblings will sit together on the bus.
- Students will not be allowed to eat on the bus.
- Bus windows will be kept open (weather permitting) to increase ventilation.
- Buses will be disinfected after each route by the bus drivers.

Any questions regarding the transportation program should be directed to Mrs. Pam Wawczak 630-546-2859 (pwawczak@wdsd7.org)

School Day

School will be in session full days for in-person learning and students are **required** to attend the entire day or he/she will be considered absent. District 7 schools will resume regular school hours as listed below:

Wood Dale Junior High

Early Band & Chorus	7:15 AM
Regular Classes	8:05 AM - 2:55 PM

ECEC

AM	8:15 AM - 10:50 AM
PM	11:40 AM - 2:15 PM

Oakbrook

Grades K - 2	8:55 AM – 3:30 PM
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Early Dismissal

Wood Dale Junior High	2:20 PM
Oakbrook & Westview	2:55 PM
ECEC	1:45 PM

Westview

Grades 3 – 5	8:55 AM – 3:30 PM
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Students who are under a mandatory quarantine for COVID-19 will be provided homebound remote instruction. Families of eligible students will be contacted by the school with information regarding this plan.

Extra Curricular Activities

Most extracurricular activities will resume during the 2021/22 school year. Teachers will notify families of opportunities for students to participate in sports, clubs, and musical activities. Early and late bus transportation will be provided for students.

Guidance for Classrooms

- Students will be provided with direct instruction to support their understanding of social distancing, hand washing, and wearing a mask appropriately.
- Teachers will provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Teachers (upon request) will be supplied with a tabletop plexi-glass (portable) station to use when working with individual students.

- Common areas and tables will be clearly marked to show where to sit, stand or line-up for at least three feet of spacing, if possible.
- At the elementary schools students will be in self-contained classrooms and thus will be with the same group of students throughout the day. Exceptions will be made when students are pulled for special education or intervention services. Students at the junior high will change classes.
- Restroom and handwashing breaks will be scheduled throughout the day.
- Recess/mask breaks will be scheduled by individual classes to minimize mixing student groups.
- Anyone who enters or exits the classroom will be required to sanitize their hands.
- Students and staff should limit the sharing of any school supplies.
- Classrooms will be completely cleaned and disinfected (with CDC approved disinfectants) at the end of the school day.

Guidance for Restrooms

- Limit multi-use restrooms to one to two people if possible to encourage social distancing.
- Wash hands thoroughly and use paper towels to turn off the sink and open the door.
- A trash can will be located by the exit door.
- Prominent signage in restrooms to promote hand hygiene and proper washing.
- Restroom and handwashing breaks schedule/coordinated when possible.
- Student groups assigned to restrooms when possible.
- All water fountains have been disabled and blocked off.
- Students are asked to bring a water bottle that can be filled at water bottle filling stations.
- Restrooms will be cleaned throughout the day.

Preparing for When a Student or Staff Member Becomes Sick

Any individual who tests positive for COVID-19, or who shows any signs or symptoms of illness, should stay home. Families and staff should also report possible cases to the school where the individual attends school or works, to initiate contact tracing. Attendance personnel will request specific symptom reporting when absences are reported, along with COVID-19 diagnoses and COVID-19 exposure. Information will be documented and shared with the health staff or other appropriate personnel and the local health department. In accordance with state and federal guidance, school community members who are sick should not return to school until they have met the criteria to return.

District 7 will use the symptom checklist and exclusionary criteria developed by the Illinois Department of Public Health for students and staff to determine if they are well enough to attend that day. These guidelines will also be used to determine whether students and staff can return to school.

[IDPH COVID-19 Exclusionary Criteria](#)

It is recommended that families who have medically fragile and/or immunocompromised students consult their medical provider prior to attending school. Students or staff returning from illness related to COVID-19 should call to check in with Ms. Delia Mercado, District Nurse (630-766-6210) (dmercado@wdsd7.org) following quarantine. Any individual within the school environment who shows symptoms will be immediately separated from the rest of the school population. Individuals who are sick will be sent home. If emergency services are necessary, school personnel will call 911.

When interacting with students or staff who may be sick, district health staff and personnel should follow CDC guidance on standard and transmission-based precautions. Students should never be left alone and must always be supervised while maintaining necessary precautions.

Areas of the school used by a person demonstrating COVID like symptoms will be closed off and will not be used until after proper cleaning and disinfection procedures have been completed. If possible, windows in the area will be opened to increase air circulation. It is advised by the CDC to wait as long as possible before cleaning and disinfecting. Staff will clean and disinfect all areas, such as offices, bathrooms, common areas, shared electronic equipment, etc., used by the person who is sick.

Individuals who did not have close contact with the person who is sick can return to work immediately after disinfection. Those who had close contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection will be provided further instructions regarding the need to quarantine and/or monitor symptoms by the District Nurse. Additional cleaning and disinfection is not necessary if more than three days have elapsed since the person who is sick visited or used the school.

Students with Special Needs

Students with disabilities who are covered under the *Individuals with Disabilities Education Act* or *Section 504 of the Rehabilitation Act of 1973* are entitled to a Free Appropriate Public Education (FAPE).

Use of Physical Management (CPI)

Students who experience emotional dysregulation are at higher risk for engaging in a behavior which requires a reduction of safe social distancing between staff and students. Some of the students have difficulty understanding information surrounding the spread of illness. A student may also have difficulty practicing preventive measures such as mask wearing. When there is a clear health and safety concern, the circumstance might warrant the use of physical management (CPI). District 7 staff will continue to adhere to the defined behavior management policy and ISBE restrictions and guidance for the use of physical restraint and isolation. These COVID-19 procedures do not impact the prior practices.