



Southeast Island School District

Smart Start to School

In Response to COVID-19

Revised 4/14/21

This is the SISD District Plan - Note: each individual school may have a modified version of this plan due to the number of students enrolled at their school, the location/remoteness of the school, and the amount of space available in that school to provide the CDC/DHSS/DEED recommended 6-foot physical distancing recommendations.

Individual school plans are included in this plan where appropriate.

INTRODUCTION AND GUIDING PRINCIPLES

SISD'S Smart Start to School plan is a working plan that has been developed to support the community's efforts to navigate the reestablishment of school where families, students, and staff are safer due to COVID-19 risk mitigation procedures put in place during the 2020-2021 school year. The guidelines referenced in this plan are based on guidance that is subject to change from the Centers for Disease Control and Prevention (CDC) and World Health Organization (WHO). Regular updates to this plan will be made as additional information from CDC, WHO, and applicable federal, state, and local agencies become available.

SISD STATEWIDE HOMESCHOOL PROGRAM

SISD's Home School/Correspondence School AK-Trails is available for all families statewide as a homeschool/correspondence option for their child/children.

SISD's Statewide Homeschool/Correspondence AK-TRAILS offices will follow all guidelines and mandates for the municipality the office is located in. Furthermore, SISD's offices will institute all guidelines listed below.

***Please Note:* If any parents do not feel comfortable sending their students into the school building at any time, SISD will make arrangements to provide educational materials to those students. Please notify SISD as soon as possible if you plan to keep your student home so preparations and arrangements can be made for those students. SISD respects parent/family risk tolerance level and will consider special requests regarding individual school plans.**

SISD Risk Scenarios

Green/Low Risk

Zero to eight (0-8) laboratory-confirmed cases of COVID-19 currently or in the previous 10 days.

However, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

Yellow/Medium Risk

**Low to moderate level of community transmission.
Minimal amount of laboratory confirmed cases of COVID-19 as determined by each community.**

SISD schools will be designated as Yellow/Medium Risk Scenario if there are nine (9) to fifteen (15) active COVID-19 confirmed cases on Prince of Wales Island in the previous 10 days with all other cases being classified as recovered.

However, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

HIGH RISK

**High level of community transmission.
Outbreaks or increases in cases and recent laboratory-confirmed cases of COVID-19.**

SISD school facilities will be closed and will move to the Red/High Risk Scenario if there have been sixteen (16) or more active COVID-19 confirmed cases on Prince of Wales Island in the previous 10 days resulting in the designation of a high level of community transmission.

Additionally, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

Flexibility and evidence-based decision making will guide SISD's decisions to shift between Green, Yellow, and Red risk scenarios.

- SISD will closely monitor SE regional trends with COVID-19 infections to include Juneau, Sitka, Ketchikan, and Seattle. If regional trends shift rapidly, SISD will utilize this information to consider transitioning to a higher risk scenario to protect our students, families, and staff members.
- Additionally, if there are active COVID-19 cases in any SISD community, that could directly impact SISD families, SISD reserves the right to transition to a higher risk scenario to protect our students, families, and staff members.
- The SISD/DHSS Medical Advisory Team will be consulted for individual site decisions

Individual SISD School Smart Start Plan risk modifications from district-wide plan:

Barry C. Stewart Kasaan School – The entire school is one cohort; students receive ½ day in person instruction and ½ day distance delivery instruction.

Hollis School: will switch to Red/High Risk Scenario – if there is one active case in the community that is connected to the school in some way. The entire student population will be considered one cohort.

Howard Valentine Coffman Cove School: Will follow a two-phase risk scenario (green and red) and the entire student population will be considered one cohort.

Naukati School: Naukati School will use a two-phase risk scenario: (green and red). Masks will be required at Lead Teacher discretion depending on if/when students are sent home with an illness. The entire student population will be considered one cohort.

Port Alexander School: The number of active cases will be based on the Port Alexander community and the school will follow a two-phase risk scenario (green and red). If there is one case in Port Alexander, the community will go to red status. The entire student population will be considered one cohort.

Thorne Bay School The entire student population will be considered one cohort.

Whale Pass: With Superintendent approval, the school certificated staff will base decisions on moving between green and yellow based on active cases and their locations on the island. The entire student population will be considered one cohort.

Green/Low Risk

Zero to eight (0-8) laboratory-confirmed cases of COVID-19 currently or in the previous 10 days.

However, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

INSTRUCTIONAL DELIVERY

- Green/Low Risk School Schedule will be based on a "regular" school schedule as much as reasonably possible.
- Based upon specifications of individualized education plans (IEP's), the following special education services may vary: Location of service; service provider Amount of time services; Frequency for which services are provided.
- Fridays will be prioritized for deep cleaning of all school facilities.

CONDITIONS FOR LEARNING

- Students, staff, and visitors entering a SISD building will be temperature screened upon entrance.
- Each school will have only one cohort for their entire student population.
- Personal protective gear (PPE) masks are strongly encouraged for all staff working in district buildings.
- Hand sanitizing stations will be made available at the entrance of all buildings and at the entrance of all classrooms and offices. Hand washing is best, and if done frequently hand sanitizer isn't necessary.
- Food service will be provided in a congregate setting such as the school cafeteria/gym.
- Regular hand sanitizing schedules will be implemented within each classroom.
- Use of water fountains is not permitted. Students should bring water bottles from home or be provided water bottles to use at school

CONTINUITY OF LEARNING

- SISD will prioritize Friday for professional learning and improvement of SISD’s low risk instructional planning and schedules.
- The SISD IT Department will ensure all students have access to a working electronic device to utilize during an in-person, hybrid, and distance delivery school model.

CAPACITY OF LEARNING

- SISD will follow Alaska School Activities Association (ASAA) Low Risk Return to Practice Protocols and ASAA Return to Event Protocols for athletics and extracurricular activities. Other district activities will be determined on a case by case basis and will require a pre-approved mitigation plan
- Staff travel and student athletic and extracurricular travel in green/low risk level may be approved to other green/low risk level communities/schools.
- Staff travel and student athletic and extracurricular travel (off island) will prioritize the utilization of IFA and Breakaway Charters.

Yellow/Medium Risk

**Low to moderate level of community transmission.
Minimal amount of laboratory confirmed cases of COVID-19 as determined by each community.**

SISD schools will be designated as Yellow/Medium Risk Scenario if there are nine (9) to fifteen (15) active COVID-19 confirmed cases on Prince of Wales Island in the previous 10 days with all other cases being classified as recovered.

However, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

INSTRUCTIONAL DELIVERY

- Due to the individual school size and number of students, each school’s plan varies slightly from the others.
- When students are not meeting with teachers face-to-face for in-person instruction they will be supported through a distance delivery instructional model. (Any required activities will be accompanied by the necessary supplies to complete the required assignment)
- Various Distance Options will be available depending on the students’ access to internet at home:
 - Canvas
 - Edgenuity
 - Pre-loaded iPads
 - Preloaded Thumb Drives
 - Take Home Packets
 - Other
- Friday’s will be prioritized for teaching staff professional learning and lesson planning
- Custodial staff will prioritize Fridays for deep cleaning of all school facilities.
- Based upon specifications of individualized education plans (IEP's), the following special education services may vary: Location of service; Service provider; Amount of time services are provided; and/or Frequency for which services are provided.

CONDITIONS FOR LEARNING

- Students and staff entering a SISD school district building will be temperature screened upon entrance.
- Personal Protective Equipment (PPE) masks are required by staff and students when working directly with each other and six feet social distancing cannot be maintained.
- Family members and visitors will not be allowed in school facilities.
- Gloves and masks are required for Food and Nutrition Services at all times.
- Gloves are required for custodial staff and all other staff whenever cleaning or sanitizing items and surfaces.
- Hand sanitizing stations will be made available at the entrance of all buildings and at the entrance of all classrooms and offices. Hand washing is best, and if done frequently hand sanitizer isn't necessary.

- Food service will be provided in a congregate setting such as the school cafeteria/gym.
- Regular hand sanitizing schedules will be implemented within each classroom.
- Use of water fountains is not permitted. Students should bring water bottles from home or be provided water bottles to use at school

CONTINUITY OF LEARNING

- SISD will prioritize Friday for professional learning and improvement of SISD's Medium/High risk instructional planning and schedules.
- The SISD IT Department will ensure all students have access to a working electronic device to utilize during an in-person, hybrid, and distance delivery school model.
- SISD will collaborate with community partners, businesses and others in problem-solving efforts to ensure all students have access to reliable internet access to complete their work remotely

CAPACITY OF LEARNING

- SISD will follow Alaska School Activities Association (ASAA) Low Risk Return to Practice Protocols and ASAA Return to Event Protocols for athletics and extracurricular activities. Other district activities will be determined on a case by case basis and will require a pre-approved mitigation plan
- District related student and staff travel (off island) is restricted at yellow and red risk levels
- Travel may occur if there is a travel mitigation plan that is pre-approved by the Administration.
- Detailed mitigation plans are needed for any travel that may occur in a medium or high-risk scenario. Administration will only approve travel mitigation plans that are detailed, complete, and specify exactly how travel will occur to reduce any possible spread of COVID.

HIGH RISK

**High level of community transmission.
Outbreaks or increases in cases and recent laboratory-confirmed cases of COVID-19.**

SISD school facilities will be closed and will move to the Red/High Risk Scenario if there have been sixteen (16) or more active COVID-19 confirmed cases on Prince of Wales Island in the previous 10 days resulting in the designation of a high level of community transmission.

Additionally, when there are 4 or more “Community Spread” cases on POW, SISD will move to High Risk – RED until that number is 3 or less.

INSTRUCTIONAL DELIVERY

- Generally, all students at home.
- Various Distance Options will be available depending on the students’ access to internet at home:
 - Zoom, Canvas, Google Classroom, Edgenuity Pre-loaded iPads, Preloaded Thumb Drives, Take Home Packets (Any required activities will be accompanied by the necessary supplies to complete the required assignment), and Other
- Staff will develop regular office hours and class schedules and all students will have daily contact with their teachers by distance. Staff will be required to wear masks when in district facilities.
- Based upon specifications of individualized education plans (IEP's), the following special education services may vary: Location of service; Service provider; Amount of time services are provided; and/or Frequency for which services are provided.
- It is possible that small groups of students are brought into the school building if deemed safe by the administration.

CONDITIONS FOR LEARNING

- SISD school buildings will be off limits to all students, all non-essential staff, and visitors.
- Bus service will be cancelled due to school buildings being closed.
- Personal protective gear (PPE) masks are strongly encouraged for all staff working in district buildings.
- SISD maintenance/custodial staff will deep clean all building facilities and vehicles.
- SISD Food and Nutrition Services will provide breakfast and lunches by delivery or pick-up methods.
- District office staff will work in the district office as necessary.
- Personal protective equipment (PPE) masks are required for all staff working in district buildings.
- Gloves and masks are required for Food and Nutrition Services at all times.
- Gloves are required for custodial staff and all other staff whenever cleaning or sanitizing items and surfaces.
- Hand sanitizing stations will be made available at the entrance of all buildings and at the entrance of all classrooms and offices.

CONTINUITY OF LEARNING

- SISD will prioritize Friday for professional learning and improvement of SISD's Medium risk instructional planning and schedules.
- The SISD IT Department will ensure all students have access to a working electronic device to utilize during an in-person, hybrid, and distance delivery school model.
- SISD will collaborate with community partners, businesses and others in problem-solving efforts to ensure all students have access to reliable internet access to complete their work remotely.

CAPACITY OF LEARNING

- District related student and staff travel is restricted at yellow and red risk levels.
- Travel may occur if there is a travel mitigation plan that is pre-approved by the Administration.
- Detailed mitigation plans are needed for any travel that may occur in a medium or high-risk scenario. Administration will only approve travel mitigation plans that are detailed, complete, and specify exactly how travel will occur to reduce any possible spread of COVID.

SISD HEALTH AND SAFETY PROTOCOLS

SYMPTOM FREE POLICY: To assure the safety of our students, staff, and community, SISD has implemented a Symptom Free Policy. Parents should monitor their children closely looking for possible symptoms listed below. SISD asks that parents keep their children home if any of these symptoms are present.

If students have any of the below symptoms when they are at school, they will be sent home. If they are sent home from school, they must follow one of the following three protocols: 1) Present a negative COVID test to the school and be symptom free for 24 hours. 2) Present a note from a medical provider stating they can return to school (they are COVID free). Or 3) If students/parents/guardians elect not to see a health provider, they must wait 10 days from the first symptom and not have symptoms for 24 hours.

To help prevent the spread of the COVID-19 virus, SISD has the opportunity and responsibility to educate students, families, and staff on social etiquette, good health and hygiene habits, and disease prevention. SISD will provide regular hand-washing and respiratory hygiene/cough etiquette education for all K-12 students. Our basic educational message will be:

- Cover your cough
- Wash hands often
- Stay home if sick
- Wear appropriate Personal Protective Equipment (PPE)

To help prevent the spread of COVID-19 and reduce the potential risk to our students and staff SISD will require employees to complete a daily-screening which includes temperature reading and answering a set of questions related to COVID-19 symptoms including:

- Cough
- Shortness of breath or difficulty breathing
- Fever or Chills
- Repeated shaking with chills
- Muscle pain
- Headache

- Sore throat, congestion, or runny nose
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

If a student/employee becomes ill at school/work or is exhibiting symptoms of COVID-19 symptoms listed above, they will be asked to leave and either go home immediately or to the nearest health center.

Employees returning to work from an approved medical leave may be asked to submit a healthcare provider's note before returning to work.

If a student or employee has been diagnosed with COVID-19 they may return to school/work when all 3 of the following criteria are met:

- At least 24 hours have passed since recovery (no fever without the use of fever-reducing medications), and
- Improved respiratory symptoms (cough, shortness of breath, etc.), and
- At least 10 days have passed since the symptoms first occurred

If a student or employee has symptoms that could be COVID-19 and do not get evaluated by a medical professional or tested for COVID-19, it is assumed that the student/employee has COVID-19 and may not return to school/work until the 3 criteria listed above have been met.

COVID-19 emergency warning signs are severe difficulty breathing, persistent pain or pressure in the chest, new confusion, trouble staying awake, and bluish lips or face. Seek emergency care if a staff or student has these symptoms

Medical Advisory Team:

Sherry Becker, SISD Superintendent and Andy Cook, SISD Teacher will be working closely with the Craig Department of Public Health throughout the pandemic.

Each school will have an illness tracking system. Staff will be educated on how and why to complete the tracking. Each student and employee who is absent or sent home due to illness is put on this list, symptoms are documented and travel history (in the last 14 days) is charted. Questions that will be asked on the illness tracking system will be the following:

- What are the symptoms?
- Have they travelled in the last 14 days?
- Have they been in contact with anyone with coronavirus?

While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from CDC.

TRAVEL

For all out of state travel SISD staff and students shall follow all Alaska state travel orders, mandates, health advisories and alerts. Individual schools, as listed above, may have additional requirements.

WORKFORCE MANAGEMENT

SISD will be prepared, if necessary, to transition between in-person, hybrid, or distance delivery school models depending on public health conditions. All negotiated agreements and all labor laws will be followed to ensure SISD educators understand the expectations of a new and fluid work environment.

Maintaining full employment for staff is an important value of SISD. If SISD is required to move into a **Red/High Risk** distance delivery instructional model, SISD will develop functional “employment expectations” that allow employees to continue working within their contract stipulations and employment agreements while directly or indirectly serving student learning responsibilities.

All legally required leaves of absence and leaves of absence available through the district’s negotiated agreements will be available, communicated, and honored.

SISD is dedicated to protecting the safety of our students and staff and will respond to any requests or concerns made by students, staff, and community members regarding working conditions and safety. Requests to address issues of working conditions and safety should be made to direct supervisors, however, reports may be made anonymously to SISD’s superintendent with no repercussions.

SISD will wait for more information from the Alaska Department of Education and Early Development regarding any adjustments to educator/teacher evaluation requirements during the 2020-2021 school year. While no adjustments or waivers are currently anticipated, we will expect informal and formal observations to be completed during the school year (either in-person or remotely).

COMMUNICATIONS

SISD communication protocols aim to inform and engage all stakeholders within the community whether or not we are functioning within an in-person school model, hybrid school model, or distance delivery school model.

The importance of timely communication to all stakeholders cannot be overstated. Major announcements and day-to-day messaging from the community will include emails, phone messages, Remind text messages, school based social media platforms, classroom newsletters, updates to SISD’s websites, and regular POW Island Post articles.

BUS SERVICES

During a **Green/Low Risk Scenario** or a **Yellow/Medium Risk Scenario** SISD busses will continue to operate.

FOOD SERVICES

During a **Green/Low Risk Scenario** or an **Yellow/Medium Risk Scenario** . Food service will be provided in a

congregate setting such as the school cafeteria/gym.

During a **Red/High Risk Scenario**, each SISD school will provide breakfast and lunch in a grab and go style. Bus routes may be used to drop off meals for those without transportation.

FACILITY SANITATION PRACTICES

The safety of our students and staff are our primary priority. Prior to reopening, our schools will be completely cleaned and disinfected, and we will continue to adhere to all necessary safety precautions. In addition to the deep cleaning of all school facilities before students and employees return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc., to protect students and employees and reduce the risk of spread of infection.

General Disinfection Measures

Area	Frequency
Classrooms and Offices	At the end of each day
Appliances	Daily
Electronic Equipment	At the end of each use
General used objects like light switches, handles, sinks, restrooms	At least 2 times a day
Buses/Vehicles used to transport students	At the end of each use
Common Areas	At the end of each use

Deep cleaning is triggered when a student or employee is identified as positive for COVID-19 based on testing. When a student or employee with a suspected infectious disease is identified and has left the building, their work area, along with any other known places they have been will be thoroughly cleaned and disinfected. The person cleaning and disinfecting will wear a mask and gloves and will discard them immediately afterwards. Hands will be washed and sanitized at the completion of the procedure. During times of a specifically known or suspected disease outbreak, SISD will consult public health officials to determine if there is a proper way to discard waste or if other PPE should be worn by staff.

Additionally, a bleach solution spray bottle and/or disinfecting wipes will be provided to all classrooms, offices, and work locations. SISD employees are required to regularly disinfect personal workstations each day, schedule regular times during the school day for students to disinfect their personal workstations and disinfect all appliances and electronic equipment after each use.

Facilities management to determine methods of maximizing ventilation, especially outdoor air exchange and filtration.

FACILITY USE

Facility use agreements between SISD and outside community organizations/individuals will be unavailable during the current COVID-19 pandemic. All SISD facilities are closed to community events. With

Superintendent approval, an Advisory School Council may, in collaboration with school staff and district administration, use the school facilities for special events and must follow all guidelines described within the pre-approved mitigation plan.