

## St. Stephens Re-Opening Plan



St. Stephens Indian School Board of Trustees, Administration, and Staff are committed to ensuring a safe and healthy environment for all students, staff, parents, and community members.

**St. Stephens Staff will return for Professional Development on August 3, 2020.**

**St. Stephens Indian School will begin classes on August 24, 2020.**

**Staff and students are encouraged to self-isolate as much as possible two weeks prior to the start of school.**

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Definitions of important words/phrases can be found in the glossary (end of document).

## **Re-Opening Task Force Members**

### **Administrative Leadership Team**

- Frank No Runner- Superintendent
- Matthew Gonzales- Executive Financial Administrator
- Aleta Gould- Business Manager
- Odessa Bowstring- Accounts Payable Clerk
- Matt Mortimore- High School Principal, 5-12 Athletic Director
- Greg Juneau- K-8 Principal
- Macey Mortimore- Math Teacher, Data/Curriculum Coordinator, Instructional Coach, Remote/Virtual Learning Coordinator
- Marla Ross- SPED Director
- Keenan Groesbeck- Plant Manager
- Martin Gonzalez- Transportation Director
- Alicia Dixon- Food Services Director
- Shelly Groesbeck- Administrative Secretary
- Shelli Littleshield- High School Secretary
- Jasmine McGill- K-8 Secretary
- Lacy Cloud- K-12 Counselor
- Abby Smits- K-12 Nurse, St. Stephens Health Liaison

### **SSIS School Board of Trustees**

- Mike Ridgebear - Chairman
- Marilyn Groesbeck- Vice Chairman
- Dominic Littleshield- Secretary
- Ronald Oldman- Treasurer
- John Goggles- Member at Large

Community Health Liaison: Dr. Joann Kaplan, MD

St. Stephens Health Liaison: Abby Smits, School Nurse

St. Stephens Remote/Virtual Learning Coordinator: Macey Mortimore

In response to the COVID-19 pandemic, St. Stephens Indian School (SSIS) has developed this plan to facilitate the education of our students in a way that promotes the safety and wellness of our students, staff, families and community. All health and safety procedures will be aligned with best practices outlined by the Center for Disease Control (CDC), Wyoming Department of Health (WDH), Indian Health Service (IHS), and Fremont County Health Department (FCHD). The School Board's decision to open or close schools will be aligned with Tribal, County, and State orders regarding the reopening of schools. SSIS will also comply with WDE and BIE statutes and rules relating to providing high quality, standards-based educational opportunities to all students.

**From State Superintendent of Public Instruction, Jillian Balow:**

What is your role as parents, students, and community members? During the 2019-2020 school year, precious instructional time was lost and all of us faltered as we adapted to learning packets and remote instruction. We know better now. Technology will be an integral part of every school's "tiered" approach to school operations and educational delivery. Using technology to meet the needs of learners and "pivot" to a different tier takes time and training for educators, parents, and students. Second, take responsibility. New health and safety protocols will be in place for a long time, maybe forever. We can help slow the spread of COVID-19 and other diseases by following the same guidance that Governor Gordon has encouraged: stay home when sick, wash hands, social distance, or wear a mask. Some of these protocols are required, all are encouraged.

**Tier I:** Schools are open to students with some new health precautions such as social distancing or the use of masks. In-person classes and activities will take place, as appropriate. Minimal adapted learning on a limited, as needed basis. All students will attend school at the same time, under the provisions of current health orders. Social distancing and face coverings will be utilized to the greatest extent possible. Students unable to attend school in person due to doctor's orders may be provided the following options: "Remote Learning" or "Virtual Education" (through an accredited institution).

**Tier II:** A combination of in-person instruction with possible intermittent closures and quarantining of students and staff. Buildings are open to some students. If certain students are quarantined, the other students will follow Tier I recommendations. If the entire school closes for a short period of time, see the "Remote Learning Plan" or "Classroom-Based Virtual Education Plan" at the end of this document.

**Tier III:** Full closure of school buildings to students at the county or state level, like what occurred at the end of last school year, due to Tribal or State health directives or orders. If the school closes for longer periods of time, see the "Classroom-Based Virtual Education Plan" at the end of this document.

## **Safety & Wellness Plan**

St. Stephens Indian School is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year. St. Stephens Indian School Board of Trustees, Administration, and Staff are committed to ensuring a safe and healthy environment for all students, staff, parents, and community members.

The current COVID-19 pandemic has impacted our community. St. Stephens Indian School is dedicated to working closely with the tribes and to using culturally responsive practices to ensure the health (e.g., physical, mental, emotional) and safety of our students and staff.

One aspect of this plan which is not a major focus at the state level, but cannot be overlooked in our district is that of mental health, emotional well-being, and student's self-identity. The mental health of our students and staff is of utmost importance to the Board of Trustees and Administration (see "Social/Emotional Health").

## Potential Scenarios

Each situation will be addressed on a case-by-case basis, however, some general guidelines are listed below.

1. A student or staff member tests positive for COVID-19 in a school/building:
  - Student/staff member is isolated at home for a period of time, based on current recommendations.
    - Names of students/staff members will be kept confidential in the event of a positive test, to the greatest extent possible.
    - For students who are isolated at home or quarantined due to a positive test, remote instruction will be utilized, when possible.
  - Other students/staff members who came in close contact with the person who tested positive will be quarantined for 14 days, or as otherwise directed.
    - Students who are isolated at home or quarantined due to a positive test, remote instruction will be utilized, when possible.
  - The school/building could be closed by state or local public health for 2-5 days (or longer if conditions warrant) to sanitize the facility and conduct investigations.
2. A student who is at risk or more severe illness or lives with someone who is at risk:
  - The district can deliver remote instruction to the student via W.S. 21-13-330.
  - The student may enroll in a full time virtual education program.
    - This student will not be accepted into St. Stephens for the 2020-21 school year, but can reapply for the 2021-22 school year if restrictions are lifted.
3. A student who is not at risk for more severe illness and does not live with someone who is at risk, but has concerns about returning to school in the fall:
  - The district can deliver remote instruction to the student via W.S. 21-13-330.
  - The student may enroll in a full time virtual education program.
    - This student will not be accepted into St. Stephens for the 2020-21 school year, but can reapply for the 2021-22 school year if restrictions are lifted.
4. Schools are closed locally or statewide through public health orders due to pandemic:
  - The district will deliver education via the Remote Learning or Classroom-Based Virtual Education plan during the period of closure depending on the allowance of staff inside the buildings.

## **Communications**

St. Stephens Indian School is committed to ensuring students, parents, staff, the community, state, federal, and local school boards are informed regarding the opening of our school.

Updates will be sent out via the school Facebook page and our school website.

The Board endorses the concept that community participation in the affairs of our schools is essential if the school district and the community are to maintain mutual confidence and work together to improve the quality of education for students. It therefore intends to exert efforts to identify the desires of the community and be responsive to those desires.

St. Stephens Indian School has submitted this plan to WDE, BIE and to the Inter-Tribal Business Council. Letters will be sent to parents and staff regarding the tiered levels, and how the decisions to open are made based on orders from Tribal, County, State, and Federal authorities. Newspaper advertisements, radio spots, and use of the school district website, and Facebook page will ensure establishing constant communication with stakeholders.

St. Stephens Indian School's decision tree will consist of Tribal, County, State, and BIE orders, they then will be relayed to the Board of Trustees who will direct the Superintendent to the tier to be used by the district. The superintendent will notify staff, parents, and other stakeholders via the methods identified for up-to-date notifications.

Communications with Tribal, County, State, and BIE authorities will be on-going throughout the pandemic. Stakeholder feedback will be collected throughout the school year to ensure all stakeholders have a voice in the operations of the school.

New case identification will be relayed to St. Stephen Indian School's nurse, from Tribal, County or State health officials who will then notify the District Superintendent. The Superintendent will then notify the Board of Trustees and the affected individual building administrator. In addition, St. Stephens will work closely with IHS and Wind River Cares to track positive cases.

St. Stephen Indian School's nurse, as the staff health liaison, in collaboration with the District Superintendent, will be assigned to coordinate among the school and district staff COVID-19 concerns, monitoring and responsive action.

Avenues we will use for communication throughout the school year:

- District Website
- St. Stephens Facebook
- Individual letters home (staff and parents)
- Emails
- Newspaper Announcements
- Radio Announcements
- County10

## **Parent/Guardian Responsibilities**

- Parents/Guardians should screen their children daily for symptoms of COVID-19 before sending their children to school.
  - If your child or anyone in your household has any of the following symptoms, please keep your children at home:
    - cough, shortness of breath, difficulty breathing, a fever of 100.0°F or higher, a sore throat, chills, new loss of taste or smell, muscle or body aches, nausea/vomiting/diarrhea, congestion/runny nose (not related to seasonal allergies), unusual fatigue
  - If your child is sick, please keep them home.
  - Students will not be allowed to return to school until they have been symptom free for at least 24 hours without the use of medication.
- COVID-19 testing is NOT required prior to sending students to school.
  - If your student has been in close contact with anyone suspected or confirmed to have COVID-19, please keep them home.
- If a student does test positive for COVID-19 or has been in contact with someone confirmed to have COVID-19, they will be allowed to return to school once they have met current CDC guidelines/recommendations.
- Any student reporting an illness during school hours will be sent home. Symptomatic students who are awaiting pickup by a parent/guardian will wear a mask even if separation from healthy students is feasible.
  - Students will not be allowed to return to school until they have been symptom free for at least 24 hours without the use of medication.
- If possible, parents/guardians should drop their students off at school to help reduce the number of students riding the school bus.
- Attendance policies will be enforced. Students with positive COVID-19 tests or who are quarantined will be excused from school; proper documentation is required. Students who are quarantined or who have tested positive for COVID-19 will be required to engage in remote learning.
- Parents/Guardians who fail to comply with school health and safety procedures may be reported to the proper authority.

## **School Employees**

- Staff will be provided with PPE upon request.
- Masks will be required at all times.
  - Masks may only be removed during the following times: lectures (social distancing must be maintained if masks are removed to lecture), eating, drinking, or when a staff member is alone in their classroom.
- Staff will be instructed to remain home if any symptoms are present. Staff who might develop symptoms at work will have access to masks as they leave the building.
  - Please review the staff policy regarding staff absences, requirements, and returning to work. Staff will be encouraged to visit their local health care provider as soon as possible.
    - Staff will be required to continue instruction from home, if possible.

- Staff working in the buildings will be required to fill out a “Daily Employee Wellness Check-In” via Google Docs.
- School leaders will develop resources and train all staff on activities and other ways to support the health and well-being (i.e., social, emotional, mental, physical) of students and staff.

**Instruction - The district will provide high quality, standards-based instruction for all students in each tier.**

- Assessments
  - Students will be given assessments, in specific courses, at the beginning of the school year to determine whether interventions are required. This data will be compared to previous year’s data, if applicable, to calibrate individualized learning where necessary.
- TIER I
  - Masks will be required at all times.
    - Masks may only be removed during the following times: student speeches (with proper social distancing), eating, and drinking.
  - Instruction will take place in classrooms/outside following the guidelines set forth in this plan.
  - Students who are sick, who are isolated at home, or quarantined due to a positive test, remote instruction will be utilized, when possible.
  - Absences will be excused only when appropriate documentation is provided, however, students will be required to make up the work they missed that day or attend class via remote learning.
  - Students who choose not to attend school in person, with appropriate documentation, will be allowed to engage in remote learning or enroll in a virtual education program of their choosing. Parents/Guardians of these students should contact our Remote/Distance Learning Coordinator, Macey Mortimore, for more information.
- TIER II
 

High School Model:

  - The High School has changed it’s schedule from a modified block to an A/B Block. This will allow us to better accommodate for a Hybrid Model. The schedule is below.
    - Freshmen/Juniors will come in on Monday/Tuesday
    - Sophomores/Seniors will come in on Wednesday/Thursday
      - This would mean that teachers would have in-person and students participating on Zoom.
      - We would recommend that each teacher have a hot-spot on hand in case the internet crashes.
    - Assigned seating in classrooms will be utilized.
  - HS Hybrid Class Schedule
    - PowerHour- 8:00-8:40
    - Period 1 M/W- 8:45-9:30

- Period 1 T/TH- 8:45-9:30
- Period 2 M/W- 9:35-10:20
- Period 2 T/TH - 9:35-10:20
- Period 3 M/W- 10:25-11:10
- Period 3 T/TH - 10:25-11:10
- Period 4 M/W- 11:15-12:00
- Period 4 T/TH - 11:15-12:00
- Lunch-12:00-12:30
- Period 1 M/W Office Hours- 12:30-1:15
- Period 1 T/TH Office Hours- 12:30-1:15
- Period 2 M/W Office Hours- 1:20-2:05
- Period 2 T/TH Office Hours- 1:20-2:05
- Period 3 M/W Office Hours- 2:10-2:55
- Period 3 T/TH Office Hours- 2:10-2:55
- Period 4 M/W Office Hours- 3:00-3:45
- Period 4 T/TH Office Hours- 3:00-3:45

#### K-8 Model:

- Half of Students (M/T), Other Half of Students (W/TH)
- Kindergarten-6th
  - Students attend two days, the other two days they are given work to do at home
- 7th/8th
  - Middle School (on off-days, Zoom during “lecture” then log off and do work on Google Classroom)

Families with students at any grade level can opt to stay distance learning - as long as students are engaged

- 80% Zoom Attendance
- 80% Participation
- Administrators will address each situation on a case-by-case basis
  - Non-engaged students will be placed on a contract - if contract is broken, students may be dropped
- Students who are not allowed to enter the building (either due to an intermittent school closure or due to quarantine orders) will participate in remote learning.
- Teachers will instruct students from the classroom (some students may be present while others are at home). Students will attend classes via Zoom and will be held accountable for all classwork and assignments. Students who do not attend Zoom will be called by the teacher - if a pattern of non-attendance or non-participation emerges, teacher aides will follow up.

- Student absences will be tracked as per usual (see Student & Parent Handbook). Students who violate our attendance policy or fail to appear for 10 consecutive days may result in the student being dropped.
- TIER III
  - The building will physically be closed to students (and potentially staff members).
  - Instruction will be delivered via the classroom-based virtual education plan, which will consist of Zoom Meetings (K-12), Google Classroom, and other online programs. Teachers and students will be held accountable to high levels of instruction under this plan.
    - Students will be contacted to determine their level of internet access and the types of devices they will need to engage in instruction.
    - The tribe is currently working on boosting internet connectivity for students who do not have internet access. Additionally, the school will be purchasing Hot Spots and will give them to students who are still unable to access the internet. For students in grades K-6, paper packets will be an option for students without internet access.
  - Attendance will be tracked twice per day (grades K-6) and for each class period (grades 7-12). Students who do not attend Zoom will be called by the teacher - if a pattern of non-attendance or non-participation emerges, teacher aides will follow up.
- Dual Enrollment
  - These courses are covered by community college policies rather than our district policy. Therefore, SSIS students enrolled in dual enrollment courses will follow guidance from their community college instructor if course delivery methods change due to COVID-19 restrictions.
  - The College & Career Readiness Counselor will ensure students are made aware of any changes to course delivery set forth by the community college.

### **Special Education**

- TIER I, II, III
  - Masks will be required at all times.
    - Masks may only be removed during the following times: student speeches (with proper social distancing), eating, and drinking.
  - Students on Individual Education Plans will work directly with case managers and special education teachers to assure IEP services are being provided appropriately.
  - Exemptions may be made for students who receive special education, beginning with those students who have the highest needs to enter the building when other students cannot (Tier II and III only). Exemptions will be approved by county health officials prior to allowance.
  - Staff will communicate with parents/guardians regularly and in the event that changes to specifically designed instruction or related services in the student's IEP must be altered due to local, state, or federal guidelines.

## **Section 504**

- TIER I, II, III
  - Masks will be required at all times.
    - Masks may only be removed during the following times: student speeches (with proper social distancing), eating, and drinking.
  - In collaboration with appropriate health care providers will develop Section 504 Accommodation Plans for students and staff who are at high risk due to health conditions. Students on Section 504 Accommodation Plans will receive equitable education opportunities.
  - Exemptions may be made for students with 504 plans, beginning with those students who have the highest needs (Tier II and III only). Exemptions will be approved by county health officials prior to implementation.

## **Student Arrival to School**

- TIER I
  - All students must enter and exit through the main entrance.
    - This will allow secretaries to monitor and track everyone who enters and exits the school.
  - Masks will be required at all times.
    - Masks may only be removed during the following times: student speeches (with proper social distancing), eating, and drinking.
  - Parents should screen their children daily for symptoms of COVID-19 before sending their students to school. If students are sick, or symptoms are present, please keep your children home.
    - Students will not be allowed to return to school until they have been symptom free for at least 24 hours without the use of medication.
  - Students will have their temperature taken prior to being admitted into the building or prior to being allowed on the bus.
    - Bus monitors or building personnel will record the temperature and student's name on a log and report that information to the building secretary/principal.
      - Bus monitors or building personnel will be provided with gloves and masks, if requested.
    - Students who were reported to have a temperature will not be allowed to attend school that day or until fever free for 24 hours without the use of medication.
      - Students who were reported to have a temperature prior to boarding the bus will be asked to return to their home (our buses pick up all students at their doorstep). Bus monitors will also contact parents/guardians to ensure students are supervised upon returning to their home.
      - Students who are reported to have a temperature prior to entering the school building will be asked to leave the

building with their awaiting parents/guardians. If parents/guardians have left the premises, students will be escorted directly to the isolation area of the nurse's office until the parents/guardians can return to retrieve their child.

- This absence will be excused, however, students will be required to make up the work they missed that day or attend class via remote learning.
- Students who are reported to have symptoms or who are sick will be sent home.
  - Students will not be allowed to return to school until they have been symptom free for at least 24 hours without the use of medication.
- Students returning to school following a fever or other reported sickness/symptoms will be required to check in with the school nurse and counselor immediately upon returning.
  - The nurse will assess the student and the counselor will provide the student with social/emotional support.
- Masks and hand sanitizer will be available upon entry (and in each classroom). Students will sit behind desk shields when social distancing is not feasible to eliminate the requirement of students wearing masks in the classroom.
- Students will be directed to wash/sanitize their hands prior to entering each classroom and prior to leaving the classroom.
- TIER II
  - See Tier I recommendations.
- TIER III
  - School will be closed. Students will not be allowed in the building.

**Transitions - All transitions will adhere to local health department requirements.**

- TIER I
  - School supplies will be provided by the school - no supply lists will be sent home to parents/guardians.
  - School supplies will be left at the school. Students will be given a locker and backpack or designated area in the classroom to store these items. Students will not be allowed to take their backpacks home.
  - Students will be assigned individual devices, to the greatest extent possible, to utilize while at school to eliminate cross-contamination. Devices will be sanitized by teachers after each use regardless of whether or not they are shared.
  - Masks and hand sanitizer will be provided and available throughout the school buildings and in each classroom.
  - When students share the same space (library/computer lab/middle school/high school), areas and equipment will be sanitized after each use.
  - Hallway transitions will be staggered, as much as possible, to avoid multiple students in the hallways at the same time. Additionally, at the high school, our security guard and teachers will be in the hallway ensuring students are moving through the hallways and not gathering together.

These transitions will be planned with input from our local health department.

- PE classes and recess will take place outside, and will be staggered, to the greatest extent possible.
- K-8 culture will take place in the classrooms (instead of having students go to the culture classroom).
- TIER II
  - See Tier I recommendations.
  - During a hybrid students will be allowed to take their school supplies home.
- TIER III
  - School will be closed. Students will not be allowed in the building.

### **Dismissal**

- TIER I
  - Students will be dismissed by grade following athlete dismissal.
  - Students will all exit the building from the main doors.
- TIER II
  - See Tier I recommendations.
- TIER III
  - School will be closed. Students will not be allowed in the building.

### **Transportation**

- TIER I
  - Masks will be required at all times.
    - Masks may only be removed during the following times: student speeches (with proper social distancing), eating, and drinking.
  - If possible, parents should drop their students off at school to help reduce the number of students riding the school bus.
  - Students who are able to drive to school are encouraged to do so. However, they must still fill out the student driver application, have a valid driver's license, and valid vehicle insurance.
  - Signage will be placed on each bus/school transportation vehicle that explains proper protocols stipulated by this plan.
  - Signage will also be placed at each entrance to ensure parents who drop off their students or students who drive themselves to school are aware of proper protocols stipulated by this plan.
  - Bus monitors will take students' temperatures prior to students being allowed on the bus. If a student has a fever, they will not be allowed to get on the bus.
    - Bus monitors will record the temperature and student's name on a log and report that information to the building secretary/principal.
      - Bus monitors or building personnel will be provided with gloves and masks, if requested.

- Students who were reported to have a temperature will not be allowed to attend school that day or until fever free for 24 hours without the use of medication.
- Students who were reported to have a temperature prior to boarding the bus will be asked to return to their home (our buses pick up all students at their doorstep). Bus monitors will also contact parents/guardians to ensure students are supervised upon returning to their home.
  - This absence will be excused, however, students will be required to make up the work they missed that day or attend class via remote learning.
- Students who are dropped off at school will also have their temperature taken prior to being admitted into the building.
  - Bus monitors or building personnel will be provided with gloves and masks, if requested.
  - Students who were reported to have a temperature will not be allowed to attend school that day or until fever free for 24 hours without the use of medication.
  - Students who are reported to have a temperature prior to entering the school building will be asked to leave the building with their awaiting parents/guardians. If parents/guardians have left the premises, students will be escorted directly to the isolation area of the nurse's office until the parents/guardians can return to retrieve their child.
    - This absence will be excused, however, students will be required to make up the work they missed that day or attend class via remote learning.
- Students will be seated next to their family members on the bus.
  - Assigned seating will be utilized on busses.
- Students will exit the bus one seat at a time.
- Masks and hand sanitizer will be available for students on each bus.
- Buses will be sanitized between each route following local health department, Tribal, State, BIE, and Federal guidelines.
- TIER II
  - See Tier I recommendations.
- TIER III
  - School will be closed. Students will not be allowed in the building.

**Nutritional Services - All nutritional services will be provided in a way that maximizes social distancing, the use of face coverings, and appropriate hygiene measures.**

- TIER I
  - All meals will be served to students one-by-one to minimize cross-contamination. Students will be required to follow social distancing guidelines while waiting in line and while eating. If this is not feasible, food

will be delivered to classrooms where students will sit following social distancing guidelines, to the greatest extent possible.

- Cooks and kitchen staff will serve all students individually to eliminate self-serve options. No filled trays will be set out ahead of time. Paper sacks/tins can be put together ahead of time.
  - High School
    - Breakfast will be served by placing items on trays/in paper sacks. Students will take their breakfast to designated rooms to eat.
    - “Second Chance Breakfast” will consist of granola bars, other pre-packaged items, and juice that cooks can hand to students to take to their 2nd hour class.
    - Lunch will be eaten in 3A classrooms.
  - K-8
    - K-2 will eat breakfast in their classrooms. 3-6 will eat breakfast in the cafeteria. 7-8 will eat breakfast at a later time, in the cafeteria.
    - Second chance breakfast will be eaten in classrooms.
    - Lunch will be served (K-2, 3-5, 6-8) in the cafeteria with appropriate social distancing.
- Cleaning and sanitation of cafeterias and classrooms where students will eat will meet or exceed CDC, USDA, state health department, BIE, and federal food service guidelines.
- TIER II
  - See Tier I recommendations.
- TIER III
  - School will be closed. Students will not be allowed in the building.
  - Meals will be delivered to homes four times per week (1 days’ worth of meals at a time).

**Facilities - Cleaning and sanitizing of all facilities will meet or exceed tribal, local, state, and federal guidance requirements.**

- TIER I
  - Masks and hand sanitizer will be available throughout the buildings and in each classroom. In grades K-3, students will sit behind desk shields when social distancing is not feasible to eliminate the requirement of younger students wearing masks in the classroom.
  - Disinfectant spray and wipes will be available in each classroom for desk and equipment cleaning.
  - Water bottles will be provided for students (K-12) which will be filled by teachers/staff, to limit the use of water fountains.
  - There are bathrooms inside K-2 classrooms to aid with the teaching of proper hygiene.
  - Classrooms will be arranged to accommodate social distancing, to the greatest extent possible.

- When students share the same space (library/computer lab/middle school/high school), areas and equipment will be sanitized after each use.
- Visitors will not be allowed inside of buildings.
- At the K-8, we will cap enrollment at 25 per grade.
- At the high school, 30 students will be accepted per grade. Individual class sizes will be capped at 25.
- PE classes and recess will take place outside, and will be staggered, to the greatest extent possible.
- An additional custodian will be hired for each building to ensure that “high-touch” areas, bathrooms, and other shared spaces are sanitized to the greatest extent possible. These areas will be sanitized throughout the day to ensure the smallest amount of cross-contamination possible.
- The school and playground will be sanitized on Tuesday and Thursday evenings.
- TIER II
  - See Tier I recommendations.
  - Classrooms will be fogged during teacher planning periods to aid with sanitization.
  - Each building will be fogged at the end of each day.
- TIER III
  - School will be closed. Students will not be allowed in the building.

### **Activities**

- TIER I
  - Assemblies will not be held under current health guidelines.
  - Visitors/volunteers will not be allowed inside of buildings during school or practice hours.
  - Clubs/tutoring may meet during or after school, following social distancing guidelines.
  - Athletes/Coaches
    - SSIS will provide activities for all students who have passed a physical and deemed not a person with possible prohibitive medical concerns.
    - Each sport will have cleaning and social distancing guidelines that they will be required to follow.
    - Coaches, sponsors, and athletes will be screened daily for COVID-19 symptoms prior to participating in any athletics/activities.
    - Coaches/sponsors must always wear face coverings while in the building.
    - Face coverings are optional while athletes are actively participating but are required at all other times while in the building.
    - Officials, event workers, and scorekeepers will be screened for temperature and other COVID-19 symptoms prior to entering the gymnasium, field or other contest area.
    - Event workers and scorekeepers will be required to wear masks.
- Athletic Events

- Until further notice, no spectators will be allowed.
- Anyone with a fever over 100.0°F or demonstrating any other COVID-19 symptoms will not be allowed to enter the facility.
- Custodians will sanitize all areas of the gym and other areas of the school that are used on demand or at the end of the contest(s).
- Transportation of athletes and coaches will be determined by the Transportation Department and Activities Office and follow all district and WHSAA requirements
- TIER II
  - All in-person activities will be suspended until proper sanitation of all building areas and equipment used by participants.
  - SSIS will provide off campus workouts, plans of action, and assignments to continue the season until such time activities can resume in person.
  - If contests can be held, only participants, coaches, workers, and officials will be allowed.
  - SSIS will work with health officials to determine if and when contests can continue.
- TIER III
  - SSIS will cease all extracurricular activities.
  - All coaches/sponsors will be encouraged to meet with their participants via Zoom to provide participants with as much normalcy as possible.

### **Nurse's Office**

- Separate areas will be designated for sick students.
- Masks and hand sanitizer will be provided.
- Students who are in need of band aids, tissue, chapstick, etc. will stay in the classroom. Teachers will be provided with a "first-aid" kit containing these supplies.
- Teachers will be required to call the nurse for students who are in need of more in-depth assessment. If no sick students are in the nurse's office, the student will be permitted to go to the nurse's office. If sick students are in the nurse's office, the nurse will visit the classroom to complete the assessment.
- Students who are reported to have COVID-19 symptoms or who are sick will be sent home.
  - Students will not be allowed to return to school until they have been symptom free for at least 24 hours without the use of medication.
- Students will must be picked up from the school within one (1) hour of parents/guardians being contacted regarding a sick/injured student.
- The school nurse will also provide all staff and students/families with a health protocol document. This document will have information about general illness/injuries as well as COVID-19 protocols. This document can be found at the end of this plan. Any changes to this protocol document will be posted on our school website and shared on the school Facebook page.

- Students will be checked on by the school nurse, in addition to teachers/mentors, if they fall into the high-risk category for health/safety reasons.

### **Health Education**

- Posters will be displayed around the school/buildings to aid with educating students about the importance of increased hygiene, health and safety precautions, and social distancing.
- Teachers will be responsible for teaching students about COVID-19 and general hygiene.

### **Social/Emotional Health**

- Counseling support is available to students/staff to help foster positive mental health through a variety of issues that may arise.
- The nurse and counselor will check in with students upon them being sent home with symptoms or illness to provide social/emotional support.
- Students will be checked on by the school counselor, in addition to teachers/mentors, if they fall into the high-risk category for social/emotional reasons.
- Our school counselor will set up group counseling for staff who have anxiety returning to work, and will work with staff to identify students who are struggling with issues brought forth by the pandemic.
- St. Stephens Indian School will partner with Wind River Cares to provide services to help students that may have needs that extend beyond the school's abilities.
  - Wind River Cares will also provide telehealth options for students in need.

### **Glossary**

**Adapted Learning** - Programs of instruction provided to students during school closures and periods of time when adjusted school schedules are needed to comply with health orders.

**Classroom-Based Virtual Education (within resident district), CBVE** - Classroom-based virtual education means classes intended for classroom instruction

that may also be instructed through technology outside the physical classroom. The virtual education instruction may be synchronous or asynchronous and delivery must be available to any student eligible to be enrolled in the class including those who may not have Internet access and those who may only attend through virtual education. Classroom-based virtual education may only be delivered to students who reside in the district and have primary enrollment in the school providing the instruction.

- Attendance must be tracked twice per day (K-6) or each class period (7-12).
- St. Stephens will utilize CBVE if the school enters Tier II at any time. This would include situations in which teachers and students are quarantined or there is an intermittent school closure during the school year.

**Health Screening** - Temperature checks and series of basic questions about current health condition(s) and recent health history.

**Health Orders** - Enforceable laws that are usually accompanied by one or more directives which provide legally binding instructions for how to comply.

**High-Risk** - A person with a medical condition that makes him/her more likely to become ill.

**Outbreak** - A sudden increase of a specific illness.

**PPE** - Personal Protective Equipment. This includes face masks, face shields, gloves, and other protective coverings used to prevent the spread of viruses, etc.

**Prohibitive Medical Condition** - An illness/injury that prevents someone from participating in life activities as usual.

**Remote Education (within resident district)** - Remote education means classes delivered by a teacher located in a physical classroom with students present while also providing simultaneous remote instruction. Remote education instruction is delivered through interactive, synchronous technology which allows the students receiving the remote education to ask questions, make comments, and interact in real-time with the teacher, classroom students, and other remote students.

- Attendance must be tracked twice per day (K-6) or each class period (7-12).
- St. Stephens will use remote education to deliver instruction to students who are at risk for more severe illness, live with someone who is at risk, are sick or have tested positive for COVID-19, or have immediate family members who are sick or who have tested positive for COVID-19.
- Students will be required to participate in remote learning at the scheduled times (if this option is taken) and complete all work assigned by teachers. If students do not fully participate, they should not expect to pass their classes.

**Sanitation** - Measures taken for the sake of health and cleanliness.

**Social Distancing** - Also called physical distancing. It means putting space between yourself and others. The CDC recommends 6 feet. It also includes avoiding crowds and groups in public.

**Symptomatic** - When a person shows signs of illness. For COVID, cough, fever, and shortness of breath, etc.

**Virtual Education (non-resident district)** - Instruction is primarily delivered through technology with the support of a teacher and can include real time instruction. For the purpose of this document, virtual education is courses and classes approved by the Wyoming Department of Education.

- Students choosing this option will be required to enroll in an accredited virtual education program and transfer from St. Stephens to the non-resident school district for the current school year.

### **Health Plan**

Guidelines from the Wyoming Department of Health, the CDC, local and IHS Health authority guidance and orders, along with guidance from the Wyoming Department of Education and BIE will be adhered to and updated as the situation progresses throughout the 2020-2021 school year.

Currently, student temperature assessments will be performed prior to boarding the school bus or before entering the building. Student and staff face coverings/masks will be provided to wear if social distancing of 6 feet is not possible. If students and staff wish to wear their own cloth face coverings, a clean mask needs to be worn daily.

If while in the building, staying in the classroom is counterproductive to the student's education related to the safety and wellness of themselves and/or others, a decision may be made to send the student home.

PLEASE notify the school nurse of any illness or medical condition for which your child is being treated or monitored. Upon registration a Health Packet (included in registration packet) must be filled out completely to best care for your student.

We ask that you please inform the school if testing for COVID-19 has occurred, this information will be confidential. If your student tests positive, a contact tracing will be done by your healthcare team.

If your student exhibits symptoms that are consistent with COVID-19 or other communicable diseases as listed, **PLEASE DO NOT SEND THEM TO SCHOOL!** Please contact your child's healthcare provider for guidance if your child has any of the following symptoms. If students exhibit any of these symptoms at school, they will be put in a separate area with mask use even if separation from others is feasible, until a parent or guardian picks them up from school.

**Students must be picked up from school within one hour of parent/guardian contact of illness or injury.**

The following symptoms are not all inclusive but are indicative of potential illness: (students should be screened for these symptoms daily prior to being sent to school and will be sent home from school if developed during school hours)

- |  |                               |
|--|-------------------------------|
| -Fever (100+) or feeling feverish  | -New/worsening body aches     |
| -Repeated chills   | -New or worsening headache    |
| -A new or worsening cough  | -New loss of taste/ smell     |
| -New or worsening shortness of breath or difficulty breathing  | -Sore throat                  |
| -New or worsening fatigue  | -New Congestion or runny nose |
| -Diarrhea - repeated loose or watery stools  | -New abdominal pain           |
| -Vomiting - episode is not related to a single event such as gagging, positioning, mucus, running after eating, or eating spicy foods. If the event is unwitnessed at school, the nurse may use their discretion based upon student health assessment. |                               |

If your student has had close contact (within 6 feet for at least 15 minutes) with someone diagnosed with Covid-19 in the two weeks preceding the start of in building instruction or otherwise following starting of school, please keep your student home and contact your healthcare provider for further guidance. Please contact the school nurse as well.

**Other health condition considerations to keep students home from school, or for students to be sent home from school:**

**Asthma:** Symptoms that do not respond to prescribed medication, if no prescribed medication is available for treatment of asthma symptoms, or if concerned with COVID-19 the possible exacerbation trigger.

**Pink eye or purulent conjunctivitis:** Defined as pink or red conjunctiva with white or yellow eye drainage. The student will be sent home if accompanied by a fever, unable to avoid touching their eyes, or there is drainage from the eyes. They may return to school once they have seen a doctor.

**When students may return to school:**

**Please supply the school with the release to return to school if greater than 3 days of school day absences.**

**If your child's illness was COVID-19 related, please follow your healthcare provider's recommendations for return to school and regular activity.**

**FEVERS:** Keep your child home until they have been fever-free, WITHOUT fever reducing medicine (ie, Tylenol or ibuprofen), for **24 hours**. If your child needs medication to feel better to attend school, please keep them home.

**VOMITING OR DIARRHEA:** Keep your child home for 24 hours after the **LAST** time they vomited or had diarrhea.

**ANTIBIOTICS:** Keep your child home for 24 hours after the FIRST dose of antibiotics and per your healthcare providers' instructions. If your child started antibiotics, but other contagious symptoms are still present (i.e., vomiting, diarrhea, fever), they must stay home.

**HEAD LICE:** Students will not be sent home or kept from instruction due to head lice **HOWEVER** it is expected that treatment will begin upon parent notification by the nurse. If a student is unable to afford the treatment, a kit may be provided to them.

**\*\*\*\*In the event of a student medical emergency, school personnel may call 911, and the student may be transported to a medical facility via ambulance.\*\*\***

Please assist us with following these illness guidelines to eliminate spreading illness to others.

Elementary: 307-856-4147

High School: 307-857-9400