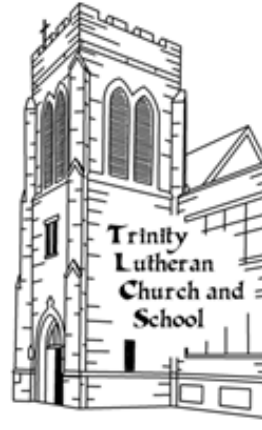
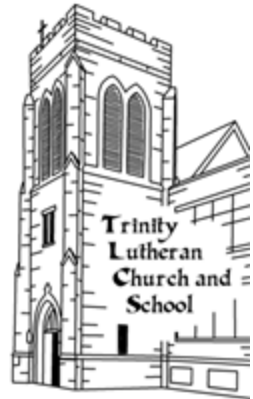


EDUCATION FORWARD:
Re-opening Trinity Lutheran School
2020-2021



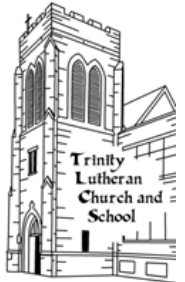
REOPENING SCHOOLS FALL 2020-2021

- ❖ Trinity Lutheran School has every intent to bring all students back for in-person instruction following the school calendar. However, at this time information regarding COVID-19 and disease control continues to change. As of right now we are intending all students to be in physical attendance for five day weeks.
- ❖ The current guidelines for social distancing are driving the need to limit class sizes. In the event these guidelines are adjusted **WE WILL CHANGETHE PLAN.**
- ❖ The following is Trinity Lutheran School's plan as of July 13, 2020. We will continue to keep you updated as new information becomes available or the plan changes.
- ❖ Thank you for your patience as we continue to work to keep our students and staff safe.



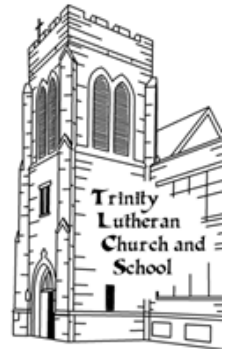
GOAL OF RETURNING TO SCHOOL

- ❖ **SAFETY:** Student and staff safety is important. All plans will reflect guidance from the Center for Disease Control (CDC), Menasha Health Department, and Department of Public Instruction (DPI).
- ❖ **SOCIAL AND EMOTIONAL WELLBEING:** planning and caring for the social-emotional and mental health needs of students and staff.
- ❖ **FLEXIBILITY:** Plans will allow for a fluid response keeping in mind staffs', students', and parents' capacity as well as Trinity Lutheran School's financial resources and available space.
- ❖ **INSTRUCTION:** Plan currently reflects an in-person learning environment for PS3-8th Grade students and a virtual learning model for K4-8th Grade, in the event that schools cannot remain open. This plan is subject to change as guidelines are adjusted.



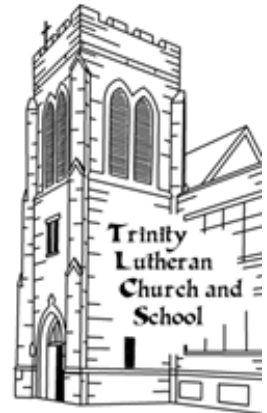
PARENT FEEDBACK

- ❖ The majority of parents expect to be sending students to school.
- ❖ Most parents want their children to wear masks as limited as possible.
- ❖ Some of our families still have situations of limited or no access to Internet services for students to use for distance learning.
- ❖ Comments included:
 - Most parents want their students back in school in-person
 - Overall understanding of options presented, but want kids back in school
 - Concerns about childcare
- ❖ Parents want us to prioritize the following areas:
 - Ensure the academic progress of students
 - Support the mental health needs of students
 - Understanding of family needs



PLAN TO REOPEN SCHOOLS SAFELY:

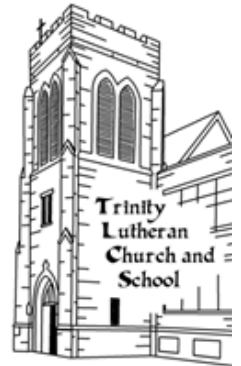
- ❖ **3rd - 8th GRADE:** Students will return to school on August 31, 2020, with safety precautions and social distancing.
Days and Hours: Monday - Friday 8:15 am - 3:30 pm.
- ❖ **PS3 - 2nd GRADE:** Students will return to school on September 2, 2020, with safety precautions and social distancing.
Days and Hours: Monday - Friday 8:15 am - 3:30 pm.



OPERATIONS: PHYSICAL SPACES

Guidelines based on CDC and Menasha Health Department guidance

- ❖ **School Office** - Conduct office business at the glass window. Please DO NOT linger at the office window.
- ❖ **Traffic Control** - Teachers will direct students during any time of movement.
- ❖ **Safety** - Hand Hygiene, Social Distancing, Temperature Check, and Symptoms.
- ❖ **Sanitation Stations** - Increased placement and encouraged usage, common spaces cleaned between classes and groups of students.
- ❖ **Drinking Water** - provide your own water bottle to fill or use a one - time - use cup.
- ❖ **Creating Space for Distancing** - Furniture, reconfiguring small group, work spaces, student desks and teacher spaces.
- ❖ **Locker Usage** - Use of lockers will be limited.
- ❖ **Isolation Room** - Space and Personal Protective Equipment will be identified.



OPERATIONS: HEALTHY ENVIRONMENT

Guidelines based on CDC and Menasha Health Department guidance

- ❖ **Cleaning and Disinfecting** - Increased daily and weekly procedures.
- ❖ **Shared Objects** - Individual student and teacher supplies, sanitization requirements.
- ❖ **Temperature Check** - Symptom screening will occur at point of entry before school and at the School Office when entering during the school day. Parents should NOT send ill students to school.
- ❖ **Lunch** - will be in the Cafeteria with distancing protocol. Hot lunch will be served by the cook to the students at their seat. Milk and water will be brought to the table by teachers.
- ❖ **Isolation** - Timely departure from school of students and staff who are displaying symptoms.
- ❖ **Hand Hygiene** - Teach and reinforce with deliberate signage placement.
- ❖ **Common Spaces** - Increased cleaning protocols, staggered use of cafeteria and other populated areas.
- ❖ **Modified Building Layouts** - Adjust student passing time in hallways.



OPERATIONS: DAY TO DAY

Guidelines based on CDC and Menasha Health Department guidance

- ❖ **Visitors** - Non-essential visitors will not be permitted. All visitors with essential business must register at the school office and have their temperature checked.
- ❖ **Entrances and Exits** - Control access and directional flow. Hand sanitization when entering and exiting the building and rooms. Masks are available.
- ❖ **Face Coverings** - face coverings will be encouraged when entering and departing the building as well as when in the hallway and when using the restroom.
- ❖ **Staffing** - Re-assign staff as needed to cover daily operational needs prioritizing student learning and safety.
- ❖ **Parents Drop Off and Pickup** - 1st -8th grade parents please do not come into school unless you need to go to the office. PS3 -K5 parents will drop off students at their classroom.
- ❖ **Parent Teacher Interaction** - please call your child's teacher if you need to discuss anything. If a face-to-face time is needed the teacher will schedule a time with you.
- ❖ **Any Person who is Considered to be High Risk** - Will not have contact with students.
- ❖ **Safety Procedures** - Drills will continue based on CDC, DPI, and Menasha Health Dept. guidance.
- ❖ **Field Trips & Gatherings** - Limit and monitor conditions before final approval for field trips and large school events.
- ❖ **COVID-19 Health Questions** - Menasha Health Department 920-967-3520.



INSTRUCTIONAL MODEL: IN-PERSON CLASSROOM LEARNING

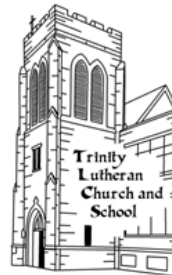


- ❖ **Return to the classroom:** Students and staff practice operational safety procedures to reduce the spread of COVID-19.
- ❖ **Staffing:** May be re-assigned to support distancing and safety procedures enabling students to return to the classroom.
- ❖ **Schedules:** In-person classes following the school calendar.
- ❖ **Schedule Modifications:** Daily schedule modification (ex. lunch, recess, gym class, computer lab) as necessary with start and end of day bell times remaining the same.
- ❖ **Devices and Access:** All 1st - 8th Graders are assigned a school device, which will remain at school.
- ❖ **Art and Music:** Will be provided in their assigned rooms and will be disinfected between classes.
- ❖ **Library:** Students will have access to library books.
- ❖ **Resources:** Smart-board and Whiteboard
- ❖ **Physical Education:** Use outdoor spaces when possible, follow CDC guidelines for safety, provided by the teacher.
- ❖ **Recess:** Students with their own classmates, depending on the ability to social distance.
- ❖ **Grading:** Will not change, refer to Student handbook.
- ❖ **Communication:** Ongoing and systematic communication to quickly identify students struggling to engage and develop a plan with families.
- ❖ **Moving Between Models:** Models may need to be adjusted based on positive COVID-19 cases within the community or school, with a preference for in-person classroom learning in a safe and healthy environment.



INSTRUCTIONAL MODEL: ONLINE/ DISTANCE LEARNING

- ❖ **Moving Between Models Schedule:**
Monday, Tuesday, Wednesday, Thursday: Online/Virtual instruction
Friday: Online/Virtual Learning Day with teacher office hours and small group/one on one instruction.
- ❖ **Online/Virtual Only Schedule:** TBD based on platform, model, and enrollment.
- ❖ **Devices and Access:** Students use School device, home Internet access becomes vital for all students.
- ❖ **Communication:** Ongoing and consistent communication to quickly identify students struggling to engage and develop a plan with families.
- ❖ **Resources:** FastDirect Management System will be utilized for all grade levels.
- ❖ **Grading:** Traditional grading K4-8th Grade.
- ❖ **IEP:** Access to education will be reconfigured to meet social distancing guidance, while meeting the needs of individual students. Some programs may meet in-person daily based on IEP.



SOCIAL & EMOTIONAL HEALTH

- ❖ **Restarting:** Focus on social and emotional health during the first week back for students and staff focusing on inclusion and anxiety reduction.
- ❖ **Climate and Culture:** Work to introduce students to new look of school and classrooms while creating welcoming environments for learning.
- ❖ **Communication:** Ongoing and consistent communication to staff and families.
- ❖ **Wellness:** Focus on student and staff wellness activities and use of Conscious Discipline.
- ❖ **Moving Between Models:** Needs will likely change if/as instructional models change in response to school or community conditions. At these points, additional Social and Emotional Learning (SEL) resources and strategies will be implemented for staff and students.



ATHLETICS & EXTRA CURRICULAR ACTIVITIES

- ❖ **WIAA Guidance:** Refer to guidance from WIAA and the Menasha Health Department to safely hold athletic practices, competitions, and events.
- ❖ **Clubs and Activities:** To be determined based on safety and social distancing practices.
- ❖ More guidance will follow.

