



**NORTH SUMMIT**

**SCHOOL DISTRICT**



Plan for Safely Opening Schools  
on August 19  
during COVID-19 Pandemic

**AUGUST 2020**



Dear North Summit School District Families and Patrons,

As we prepare for this coming school year, we have developed a plan to open in August. We are planning a normal school opening on Wednesday, August 19, with the same schedule as in the past, Monday through Friday. We are excited to have our students back in the buildings. Our hope is to keep school in the buildings, and we know it will take a concerted effort to keep our facilities safe from the spread of COVID-19. Our kids deserve the opportunity to have their schooling and activities restored as much as possible. It will take all of us to ensure that happens. We know there are sacrifices that will need to take place, but we know it is worth it for our students.

With guidance from the Summit County Health Department and the State School Board, we have established a plan for the opening of school with all students having the opportunity to attend with a regular schedule. We will comply with the Governor's mandate for face masks in order to keep our students and staff safe and to keep school in session. Not all are going to agree with our guidelines or the mandates that have been placed on us; however, we are convinced that an optimistic approach to implementing our plan is crucial in making it a positive experience for our students.

We are committed to making "school work" for the 2020-21 year by doing the following:

- Encouraging proper hand hygiene, sanitization, face coverings, hallway flow adjustments, physical distancing, lunchtime adjustments for serving and seating, and recess modifications.
- Being aware of illness/symptoms in our schools and contacting parents of students who exhibit symptoms.
- Improving our digital curriculum and delivery to meet the needs of distance learning if it becomes necessary.
- Communicating regularly with county health officials to make adjustments for the purpose of health safety.
- Remaining positive with these temporary guidelines in place to promote a comfortable school climate.

We would hope that you would do the following in helping us prepare for a successful school year:

- Keep your child home if he/she has a fever, cough, cold or flu symptoms, and have the child return when symptoms have subsided.
- Communicate with your child about the changes being made that are necessary for the health of our community.
- Be positive with your child about these changes and assure him/her that it is a doable challenge.
- Encourage your child to be respectful of these guidelines and the administrators, teachers and staff at school who are implementing them.

If you would like your child to not attend school in person, we can assist you in setting up a remote learning opportunity. Please email the principal of your child's school with any questions or to inform him of your intentions (see email addresses below). The principal will call you to discuss options with you. If your child is attending regular school during the year and becomes infected with the virus, we will make arrangements to have him/her participate with the class digitally and receive the direct instruction from the teacher. With what we learned in the spring, school will be a more traditional classroom setting vs. what we were thrust into at the end of school. With that experience, we are implementing changes to better our system. We will provide daily instruction to go along with assignments and tests. Here are the options available with remote learning:

1. Your child will be able to watch the instruction from home as it takes place in real time at the school. Every classroom will be equipped with a camera to video the teacher. The teacher will teach your child as if he or she were in the classroom. In the elementary, instruction would be available for core subjects. If your child is not able to watch the lesson as it happens live, he/she will be able to access the recording for that day at any time.

2. If you would like your child to participate in an online program through North Summit, our principals will assist you in making arrangements for this option. Either of these options will give your student district provided services. With these scenarios, the student will receive a letter grade, and each teacher will provide a syllabus explaining the expectations. Each building will establish protocols for assessments. These options will be much improved over what you experienced in the spring. We want this school year to work for every one of our students no matter what their circumstances are.

We are committed to get through this challenge together, and we will do all we can to make it a success for every single student at North Summit. It is crucial that we communicate with each other throughout the year as changes occur. Please make sure that your contact information is up to date on PowerSchool. Your child's school can help you with that if you need assistance. Once again, look for the entirety of the plan on our website in a few days. It will give you more details about our focus. We hope you will read through it carefully and help us get our school year started in a positive direction. Let's support each other during this challenging time and remember that we are doing it for our children.

Respectfully,



Superintendent Jerre Holmes

Email Addresses of Principals:

Elementary: Russ Hendry rhendry@nsummit.org

Middle School: Brett Richins brichins@nsummit.org

High School: Wade Murdock wurdock@nsummit.org

# NORTH SUMMIT GUIDELINES

FOR A SAFE RETURN TO SCHOOL



## AUGUST 19, 2020



### LEARNING OPTIONS FOR GRADES K-12

#### CLASSROOM

Students will be in class 5 days per week, learning from an instructor.

#### REMOTE

Students will be at home 5 days per week, learning from an instructor.

#### ONLINE

Students will be at home 5 days per week, learning digitally using programs facilitated by the school.

### KEEPING SCHOOL SAFE



#### HAND WASHING

Frequent hand washing & sanitizing will be taught and exercised.



#### FACE COVERINGS

Students, teachers, staff, and visitors will be required to wear a cloth mask.



#### LUNCH & BREAKFAST

Meals will be served using the regular menu schedule from the past. Salad bar and buffet style will be removed. Mealtimes will be staggered to help with distancing.



#### SOCIAL DISTANCING

Classroom seating & all activities will be arranged to include social distancing wherever possible.



#### DISINFECTING

Classrooms and building interiors will be disinfected on a daily basis, including surfaces & touch points.



#### TRANSPORTATION

Students and drivers will be required to wear a face covering while on school buses. Seating will be assigned.



#### WATER FOUNTAINS

Students will be encouraged to bring a water bottle to use at contactless fountains. The school will provide one for those who don't have one.



#### RESTROOMS

Students will be allowed access to restrooms as needed.



#### SCHOOL VISITORS

Visits from patrons will be limited during the school day.



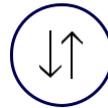
#### BACKPACKS AND LOCKERS

Students will be encouraged to use backpacks rather than lockers. Personal belongings & school materials should be stowed in backpacks. Lockers will be available on a limited basis.



#### OFFICE AREAS

Plexiglas barriers will be installed to protect office staff, students, & patrons.



#### FOOT TRAFFIC FLOW

Directional signs will be placed in classrooms, hallways, & other parts of the building to help with social distancing.



#### PLAYGROUNDS

Playgrounds will be open for recess and equipment will be sanitized daily. Personal equipment will not be allowed.



#### RESPECT

All students will be taught these and other guidelines & asked to respect them.

Keeping students and staff safe this year will take a united effort. Please monitor your child daily to ensure wellness. If your child is sick, please keep him/her home and contact your school. Please update your contact information in PowerSchool. Call your school office for help.



# FOCUS for REOPENING

1	HAND WASHING & OTHER HYGIENE	
2	PROTOCOLS STAY HOME	
3	WHEN SICK PHYSICAL	
4	DISTANCING FACE COVERINGS	
5	CLEAN & DISINFECT	
6	HIGH TOUCH SURFACES REMOTE LEARNING FOR INDIVIDUAL STUDENTS	



# PREFACE

Our objective is to get our students, teachers and staff back in our schools in a safe manner with high quality instruction and learning. The following document will provide everyone in the district boundaries details regarding the district's approach to operating schools while COVID-19 exists in the community. The areas of focus for our schools will include the following:

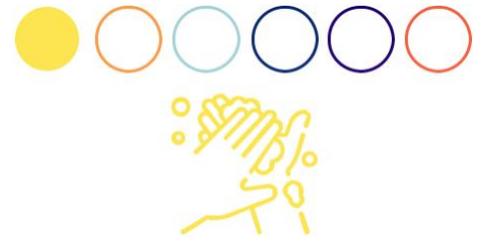
1. Hand Washing and other Hygiene Protocols
2. Stay Home When Sick
3. Physical Distancing
4. Face Masks
5. Clean & Disinfect High Touch Surfaces
6. Distance Learning for Individual Students

Although we cannot guarantee a Covid-19 free zone in our schools and given the fact that there is no vaccine at the present time, we will make every attempt to provide a safe and productive learning environment for students and staff. There have been weekly meetings since last spring with members of the North Summit School District leadership group and meetings with the Summit County Emergency Operations Committee and Health Department. A District Covid-19 Task Force (board president, superintendent, building administrators and directors, and teachers' association members) began meeting in June to determine the direction of our district for the reopening of our schools.

While this plan has been approved by the North Summit School District's Board of Education, it is subject to change based on potential orders from the Governor, Utah State School Board/State Superintendent, and/or Summit County Health Department. The school district will continue to share information on its webpage ([nsummit.org](http://nsummit.org)) as a way to provide new information and resources. Any changes to this plan will be communicated to the parents by way of email, text, social media, and the website.

# 1

## HAND WASHING &



### OTHER HYGIENE PROTOCOL

Schools will increase instruction and monitoring of student hand washing. Proper hand-washing techniques include lathering hands with soap, scrubbing between fingers, washing the backside of each hand, scrubbing each wrist, washing underneath fingernails and rinsing with water. The process should take 20 seconds. Elementary schools will provide frequent opportunities for students to wash hands, including before and after recess, lunch and other activities.

### HAND SANITIZING

If soap and water are not available in some classrooms, hand sanitizer will be used (for staff and older children who can safely use hand sanitizer). Elementary students will also sanitize their hands every time they enter and exit the classroom. Staff in secondary schools will encourage students to sanitize hands each time they enter and exit a classroom and frequently throughout the day. Students will be instructed to cover all surfaces of their hands with sanitizer and rub them together until their hands feel dry.

### OTHER HYGIENE PROTOCOL

When not wearing a face covering, students and staff will be encouraged to cover coughs and sneezes with a tissue and will be reminded to avoid touching their eyes, mouth and nose. Students and staff will be urged to practice physical distancing when it comes to greetings: NO handshakes, high fives, hugs, etc.

# 2

## STAY HOME WHEN SICK



“If you feel sick, stay home or see a doctor.” Students and staff will be urged to stay home from school if they have any of the following COVID-19 symptoms:

- Temperature higher than 100.4 degrees
- Shortness of breath, sore throat or persistent cough
- Congestion or runny nose
- Vomiting or diarrhea
- Loss of taste or smell

Students and staff should also stay home from school if they have other illnesses such as cold and flu-like symptoms or other conditions that may be contagious.

Staff and parents of students are encouraged to notify school officials of any COVID-19 symptoms, positive tests for COVID-19, or unprotected exposure to someone with a confirmed case of COVID-19.

### ACCOMMODATING HIGH RISK STUDENTS AND STAFF

It may not be feasible for students with certain health issues to wear a face covering, and the school administration will make accommodations accordingly. High-risk students will be given the option to distance-learn from home. They may also speak to the counselor or principal for other online options. Any staff members, who consider themselves as high-risk, will work with their immediate supervisor for accommodations if there is a concern about their health safety.

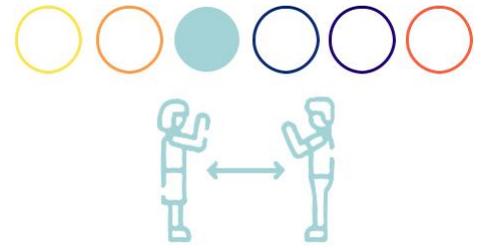
### HEALTH ROOMS

Schools will identify a health room where symptomatic individuals can stay until they are able to go home. These rooms will be dedicated to use for students who feel ill once at school. They will not be used for other purposes. These rooms are not designated for students to come to school already experiencing symptoms. Those students should remain at home. If a student begins exhibiting symptoms after arriving at school, he/she will wait in the health room with a facial mask and maintain physical distancing while arrangements are made for pick up by a parent or emergency contact as soon as possible. Parents and guardians need to make sure their emergency contact list is up to date.

### MONITOR SYMPTOMS

Staff will be encouraged to safely and respectfully monitor any observable symptoms in students, such as fever, cough, or shortness of breath. Staff will carefully observe privacy laws and regulations in doing so. Schools will also remind students to self-check for symptoms.

# 3 SOCIAL DISTANCING



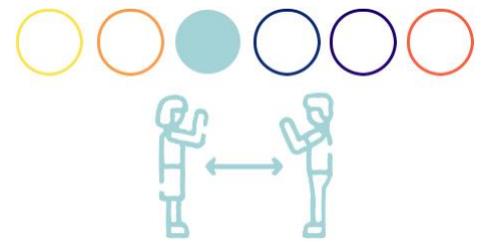
One of the most effective ways to slow the spread of COVID-19 is physical distancing. 6 feet between people is the recommended distance. Social distancing will be challenging in a school. If students cannot be placed 6 feet apart, they will be required to wear face coverings.

## LUNCH

Students will be distanced as much as possible using spaced lines and designated flow paths. There will be no self-service salad bars or buffet style serving. Students will be encouraged to wash hands before and after meals. We will increase cleaning and disinfecting of high-touch areas. In the elementary school, the entire gymnasium will be used to create more distance between students. In the middle school, each grade level will go to lunch on a staggered schedule. The tables will be spaced and students will be encouraged to wear face coverings in line when physical distancing of 6 feet is not possible. In the high school, designated classes during 5th period will go to lunch early in order to create a staggered lunch period.

## PLAYGROUNDS

Safety and physical distancing requirements will also be maintained during recess. If students are within 6 feet of one another, they will be strongly encouraged to wear a face covering. Supervisors will attempt to provide structured recess activities that include physical distancing. Grade levels/classes will be assigned specific areas of the playground.



## LAYOUT MODIFICATIONS

Teachers may also put forth efforts to distance students from one another. They may be able to distance desks farther apart than normal. Those with larger class sizes may not be able to do that. Teachers may choose to have students face the same direction rather than facing one another and remove reading corners, etc. to optimize space. In reading groups, Plexiglas dividers may be used where students sit close to each other. In the elementary school, students will wash their hands before attending classes held in the computer room, art room and music room and will be given a disinfecting wipe to clean all surfaces at their station before beginning the lesson. In the library, students will be spaced during story time.

## LARGE GATHERINGS

Large gatherings may be held differently and will be determined on a case-by-case basis. Elementary Back to School night will be held virtually. The middle school Back to School night is yet to be determined. The high school will not have one this year. Assemblies that include the whole school will be limited and in many cases discouraged. Nighttime assemblies (i.e. Alumni Assembly) may be cancelled depending on the current status of Covid-19 or moved to an outside venue on the football field. Concerts will be held but may permit parents only. High School sports will take place with face coverings required for spectators. Gymnasium events will be monitored on a nightly basis and may require limited spectator participation. The balcony will be opened to create more opportunity for spacing. Face coverings will be required. Outdoor sports will require face coverings for spectators unless social distancing is possible. In secondary schools, directional signs will indicate expected traffic flow (travel on the right) during class changes.



# 4

## FACE COVERINGS

Currently, the Governor has mandated face masks for all students and staff in schools. Face masks will be provided for all students and employees. They also may provide their own face masks. “Face masks” will be defined as a mask. Gaiters are acceptable as a mask. Wearing face masks will help us stay in school. Accommodations will be made for staff and students who have respiratory issues. In many instances, face shields will be used for an approved requested accommodation. In any situation, it is the goal of our district to make this situation a positive, unthreatening experience for our students, especially those in the younger grades.

### SCHOOL BUSES

Since physical distancing cannot be maintained while transporting students, all riders will be asked to wear a face covering when riding a school bus to and from school. Bus drivers are required to wear face coverings when transporting students.

### VISITORS, NON-REGULAR STAFF AND VOLUNTEERS

Visitors and volunteers will be required to have a temperature check, complete a symptom checklist and wear a mask upon entry into a school building. Each school may limit the number of visiting adults in the building during the school day. The principal or designee will be responsible for determining when visitors are allowed in the building.



# 5

## CLEAN & DISINFECT HIGH TOUCH SURFACES

The district will implement a multi-step cleaning protocol in all schools, to include daily disinfection of high/touch points using an electrostatic sprayer: drinking fountains, handrails, door handles, sinks, toilets, partition walls and locks. Other daily disinfection will include bathroom floors, student desks and chairs, locker handles and computer keyboards. If there is a concern of possible contamination, buildings will be electrostatically sprayed using a powerful chemical that carries an EPA kill claim for COVID-19 and other viruses. This will take place after hours when there are no occupants in the building.

Lunchroom staff and custodians will disinfect tables between lunch groups. Playground equipment will be disinfected daily. High touch points on school buses, such as the backs of seats and handrails, will be wiped down and sprayed electrostatically after each riding group. Bathrooms will be cleaned while class is in session.

### AIR HANDLING & FILTERS

North Summit School District Maintenance department will implement guidelines to help mitigate the spread of COVID-19, which includes increasing outside airflow throughout buildings, changing filters in HVAC equipment more often (quarterly) and running HVAC equipment at least two hours before and after building occupancy.



## 6 REMOTE LEARNING FOR INDIVIDUAL STUDENTS

If your child becomes ill during the year or has an underlying condition and cannot be at school, or if you choose to keep your child home for any reason related to COVID-19, our district will assist you with the following options:

1. Your child will be able to watch the instruction from home as it takes place in real time at the school. Every classroom will be equipped with a camera to video the teacher. The teacher will teach your child as if he or she were in the classroom. In the elementary, instruction would be available for core subjects. If your child is not able to watch the lesson as it happens live, he/she will be able to access the recording for that day at a later time.
2. If you would like your child to participate in an online program through North Summit, our principals will assist you in making arrangements for this option.

With either of these options, your child will receive a letter grade just like students attending in person. Each building will establish protocols for assessments. We would like to make it clear that the remote learning plan is not meant to be used as a hybrid system; students who enroll for in-person instruction will be expected to attend class each day as usual, barring exigent circumstances such as illness. If you have any questions, please email your child's principal for more details about any of these options. These options will be much improved over what you experienced in the spring. We want this school year to work for every one of our students no matter what their circumstances are. We are committed to get through this challenge together, and we will do all we can to make it a success for every single student at North Summit.