



WITH THE HELP OF THE SCSD
REENTRY TASK FORCE

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**2021-22
SCSD
PLAN**

2021-22 ENTRY PLAN

HOW THE CITY OF ST. CHARLES SCHOOL DISTRICT
WILL HANDLE STUDENT/STAFF COVID-19
PROTOCOLS DURING THE 2021-22 SCHOOL YEAR

2021-22 SCSD ENTRY PLAN

Summary of Plan

With the revision and utilization of the [2020-2021 Reentry Plan](#), the City of St. Charles School District is preparing to start a new school year on August 23rd. The District is prioritizing the safety and well-being of students and staff while keeping in mind the complexity and unique needs of the education system. It is important to understand that the current, ongoing COVID-19 pandemic is a continuously evolving situation and schools should prepare for various levels of protocols depending on the local severity of the disease. The City of St. Charles School District will continually work with local and state health officials, while also taking into account the guidance of the CDC and other federal health officials. Should protocols need to be changed due to fluctuations in the pandemic, the Board of Education will discuss such changes, with input from stakeholder surveys and task force recommendations, at its monthly open session as needed.

Teaching and Learning

The City of St. Charles School District will provide in-person instruction to students, starting in August. There is also a virtual learning program offered for students who successfully completed the application process and for whom virtual instruction was deemed in the student's educational best interest. Virtual learning at grades 7-12 will be through the District's All Access programming (synchronous learning with the classroom teacher, via Zoom). There are also All Access classes at Jefferson Intermediate for some specialty area classes. Grades 1-6 virtual learning will be separate virtual classrooms (via Zoom), provided by SCSD certified teachers.

If a student needs to isolate or quarantine due to exposure to COVID-19, they will be able to access their teacher and instruction via various technological tools. Specific directives for interaction will be issued by their classroom teacher.

If any interruptions of in-person learning take place, the SCSD staff will continue to provide for the academic, social, emotional, and mental health needs of students and staff by way of virtual communication/instruction via various technological tools.

Special Education

The City of St. Charles School District provides an abundance of appropriate resources to those students who are served through an Individualized Education Plan (IEP) or 504 Plan. Accommodations to the health and safety protocols listed in this entry plan may be approved through the IEP team process, as necessary. Decision making is done by each IEP team at the school level. More information can be found by contacting your school's principal.

COVID-19 Information & Prevention

Common Symptoms

The causative agent for COVID-19 is a coronavirus, and symptoms reported are similar to cold and flu sufferers. [An updated list of symptoms as reported by the CDC on Feb. 22, 2021 can be found here.](#)

Prevention and Treatment Tips

Students (ages 12 and up) and all staff are strongly encouraged to get one of the approved vaccines to prevent severe COVID-19 infection and spread. Thanks to the efforts of the medical community, district staff have been able to receive a COVID-19 vaccine since last spring. Families who are interested in vaccinating their children (12 or older) should consult with their child's physician and can find a [list of local vaccination resources here.](#) The City of St. Charles School District is working with local health officials to host vaccination events in the future. Parents will be contacted directly via District communication outlets if/when these events are set up.

A main way to prevent illness is to avoid being exposed to the virus. The CDC recommends, and SCSD emphasizes, everyday preventive actions for this and other respiratory illnesses, including:

- [Regularly washing hands](#) with soap and water for at least 20 seconds and drying hands thoroughly.
- Using a 60% or greater alcohol-based hand sanitizer, if soap and water are not available.
- [Cleaning and disinfecting frequently touched objects and surfaces](#) with household sanitizer.
- Avoiding touching eyes, nose, and mouth with unwashed hands.
- Practice proper/safe respiratory etiquette
- Staying home when sick, except to seek medical attention.
- Avoiding close contact with people who are sick.
- Prepare for possible isolation requirements by [collecting personal and family emergency supplies](#)
- Know employer, school, and childcare attendance/sick-leave policies.
- Wear a cloth face covering when deemed necessary.
 - [Information from the CDC on using, creating cloth face coverings](#)

Social/Physical Distancing

The term “social distancing” is being used often when talking about COVID-19 and it is highly recommended to limit the spread of this disease. The term means keeping your distance from other people in order to keep from catching or spreading the virus. The CDC recommends keeping a distance of 6 feet (unmasked) and 3 feet (if both parties are masked) from others whenever possible. Avoid handshakes, fist-bumps, hugs, and kisses, as well as touching your own mouth, nose, or eyes. Wash your hands or use hand sanitizer frequently.

2021-22 Health Protocols

SCSD will enforce protocols for the prevention and identification of illness in all District facilities. These practices should be maintained throughout the school year (or until any changes are necessary) and staff/students should receive continuous education on these procedures. SCSD will enforce protocols set through collaboration with local and state health officials, while also taking into account the guidance of the CDC and other federal health officials. Any changes in protocols will be done with the guidance and input of those aforementioned health agencies and based upon key area health indicators.

Daily Symptoms Checks/Assessments/Screenings

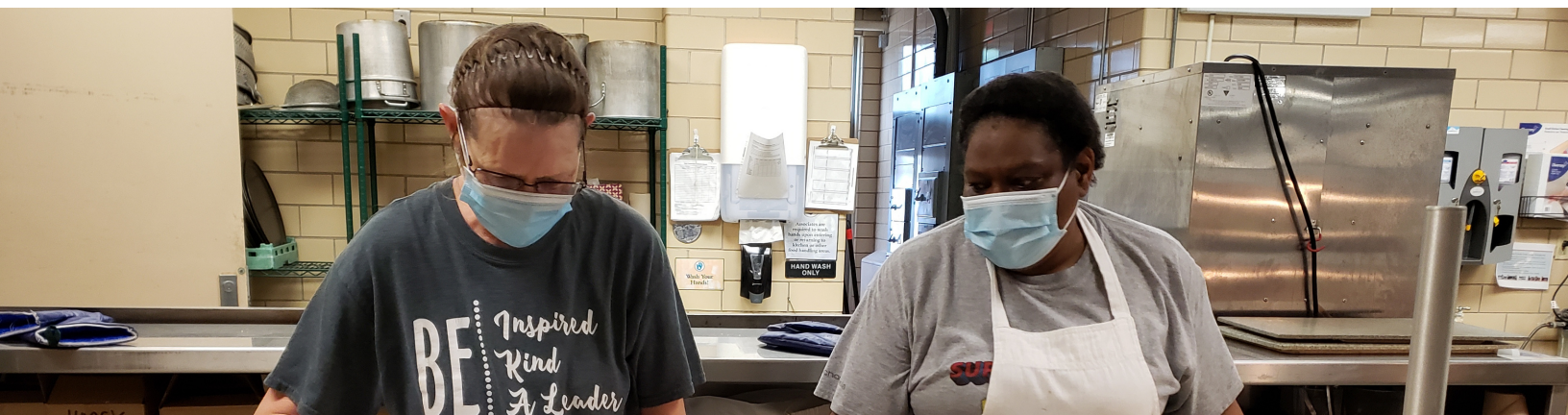
Staff, faculty, students, and volunteers/visitors (if/when deemed safe) will be assessed daily for symptoms associated with COVID-19. There are two times/ways that screening can/will take place prior to and at the beginning of the school day:

- **Self-Check/Assessment** from home prior to leaving for or entering the bus/school building.
- **Guided/self-check survey/screening** during the first period for older students, in-person screening by staff for younger students (in the classroom).

Questions for the self-check assessments are as follows:

- *Do you feel ill?
- *Do you have a fever (100.4 or higher)?
- *Do you have a cough?
- *Do you have shortness of breath or difficulty breathing?
- *Do you have chills?
- *Do you have a sore throat?
- *Do you have muscle aches/pains?
- *Do you have a new loss of smell or taste?
- *Have you or a close contact been diagnosed or presumably diagnosed with COVID-19 in the past 14 days?

If one or more of the following symptoms is present, the person **MUST NOT** attempt to enter the bus/school building until 24 hours after symptoms reside. They are encouraged to seek medical attention and testing either through a personal care provider (PCP), urgent care, or SCCDPH.



2021-22 Health Protocols (cont.)

If one or more of the following symptoms is present, the person will be sent to the school clinic for immediate in-person symptoms screening. The school nurse will assess the following:

- Temperature check (should be below 100.4 F)
- Subjective Fever
- Chills
- Cough
- Shortness of Breath/Difficulty Breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste and/or smell
- Sore Throat
- Congestion or runny nose
- Nausea and/or vomiting, Diarrhea

The school nurse will contact parents and determine the appropriate next steps. If the person is sent home, they must NOT attempt to enter the bus/school building until 24 hours after symptoms resolve. They will be encouraged to seek testing either through a PCP, urgent care or SCCDPH.

*Symptom checks are expected/mandated prior to all activities such as band, choir or sports activities. (see [SCSD Sports/Activities Guidelines](#)).

Face Coverings / Masks

The District will continue to educate and direct staff and students (as well as volunteers/visitors if/when safe) on wearing the correct face coverings(masks) during the school year. The following terms will be used as directives for face coverings:

***Expected:** Mandated to be worn by staff and/or students.

***Advised:** Strongly recommended to be worn by staff and/or students

***Encouraged:** Suggested to be worn by staff and/or students.

For the start of the 2021-22 school year, the City of St. Charles School District Board of Education voted to have a mask mandate in place for students in K-12th grade and all staff while inside district buildings. This decision will be re-evaluated by the Board approximately every 30 days (during their monthly open sessions) moving forward to help ensure that necessary mitigation efforts are in place during the ebbs and flows of this everchanging pandemic.

2021-22 Health Protocols (cont.)

Contact Tracing & Quarantining

The managing of symptomatic staff and students during school hours is key to mitigating the spread of COVID-19.

Staff and students (and their parents), have been and will continue to be educated on symptoms of COVID-19 and the importance of not coming to school if symptomatic. In situations where someone becomes ill while at school, steps should be taken to minimize exposure to others.

- As soon as the symptoms are identified, the person will be separated from others (isolated in the school clinic). The school nurse will work with the individual person and conduct an in-person screening.
- If it's determined that the person should leave, they will do so as soon as possible. If they cannot leave immediately, they should stay in an "isolation" room/space (as designated by the school). This room/space should only be used for symptomatic individuals who are awaiting transportation home. The room/space should remain enclosed at all times and only designated nursing staff should be allowed to enter when wearing appropriate PPE. The room/space should be thoroughly sanitized after each use and should be well ventilated (see Nursing Considerations).
- The St. Charles County Department of Public Health sets the guidelines for contact tracing, isolation, and quarantining. If/when a case is confirmed, the SCSD admin will immediately contact the St. Charles County Department of Public Health who will then assist us in communicating and facilitating the quarantining process with the families involved. There are two exceptions to the quarantine process if a person comes into contact with a person who has COVID-19. One is if both parties were wearing masks and are separated by a distance of at least 3 feet. The other is if the exposed individual is vaccinated against COVID-19 and voluntarily produces their proof of vaccination. In both cases, individuals with no symptoms will not have to quarantine and miss any school. If a person is exposed in the school setting while wearing a mask to a person with COVID-19 who is also wearing a mask, the health department will put them on modified quarantine. This means a close contact can continue to attend school, but will have to quarantine at home while not at school.



School Clinics

PPE for School Nurses

At a minimum, school nurses should have access to:

- Gloves • Disposable gowns • N95 masks

Standard Precautions

All nursing and medical care includes the use of gloves, a face covering or regular mask, proper hand hygiene and thorough cleaning/disinfection of environmental surfaces after use.

Contact and Airborne Precautions

When caring for a person suspected of having COVID-19 or performing a high-risk procedure, nurses will use gloves, disposable gowns and N-95 masks. High risk procedures include: - airway suctioning - nebulizer administration - high flow oxygen delivery - tracheostomy suctioning - nasal suctioning with bulb syringe - metered dose inhalers.

Diagnostic Screening/Testing

The District will continue with its COVID-19 testing program for students and staff. Each building is capable of testing students and staff, while staff members are also able to get tested at our Bridge Health Clinic.

Necessary Spaces

Three different spaces will be established for school nurses to care for the student population depending on the need at hand:

1. A “well” area for staff/students not experiencing symptoms of COVID-19 who are in need of nursing care such as with medication administration, blood sugar testing, etc. Nursing staff will wear face coverings/masks and gloves when working with students/staff. Thorough disinfecting will take place.
2. A room/space designated for high risk procedures such as nebulizer treatments, trach suctioning etc. Only designated nursing staff should enter this room/space with appropriate PPE. Thorough disinfecting should happen between uses.
3. A room/space designated for staff or students experiencing symptoms of COVID-19 who are awaiting transportation. Only designated nursing staff should enter this room with appropriate PPE. Thorough disinfecting should happen between uses.

Staff/Student Education

School nurses will make it a priority to educate staff and students on appropriate hand hygiene, respiratory etiquette, and sanitation practices. A plan of education will be implemented throughout the year.

Transportation

School transportation is a necessary and important part of the school system for many students. There are certain steps that can be taken to help ensure the health and safety of staff and students who use school transportation.

Infection Prevention on School Transportation

- Encourage social distancing at bus stops to the extent possible.
- If possible, develop additional stops along a route to prevent large crowding of students.
- Educate parents to avoid sending children to the bus stop if they are experiencing any symptoms of COVID-19.

Protocols for Drivers

- Drivers will be expected (mandated, per CDC) to wear face coverings at all times when driving a bus with students.
- Buses will be sanitized between AM and PM routes.
- Air out buses as much as possible (windows open).

Protocols for Students

- Have assigned seating on all buses. This will ensure easier contact tracing in the event of a positive COVID-19 case.
- Student spacing on all buses will be based upon risk/spread level.
- Have hand sanitizer readily available when arriving at school.
- Face coverings are expected (mandated, per CDC) for students to wear on all buses at all times.
- Educate students on proper cough etiquette.
- If possible, practice social distancing.



Food Service/ Meals

- Class cohorts should be used for meals when possible to reduce exposures between cohorts.
- Assigned seating for students to decrease exposure to other students outside of the classroom cohort.
- Physical distance of greater than 6 feet between each person should be in place for all eating spaces, including student lunchroom and staff/faculty break room.
- Standard quarantine protocols will be applied for exposures to positive cases, when 6 feet distance was observed, and masks have been removed for eating. Such that if a positive COVID-19 case is identified, all contacts within 6 feet for greater than cumulative time of 15 minutes in 24 hours will be quarantined for 14 days from that exposure.
- Classrooms should be considered for lunch breaks if proper physical distancing is not available in lunchrooms.
- Require student hand washing before and after meal service.
- Provide hand sanitizer for students, faculty and staff.
- Clean and sanitize cafeterias and high-touch surfaces before/after every use.
- Mark spaced lines to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use.
- Cafeteria staff should wear a face mask at all times while preparing and serving meals.

Facilities

- Ductwork “sanitized” with Chlorine Dioxide to inhibit bacteria and improve indoor air quality and ventilation.
- Needle point ionization units being installed this school year.
- Switched to 60% alcohol-based sanitizer or higher
- Added hand sanitizing pump stations in the entire bus fleet.
- Moved district wax to a new brand (Clarion 25) containing Microban to inhibit the growth of bacteria.
- Adding signage promoting handwashing.
- High touch points (Doorknobs, water fountains, faucets, switches, etc.) sanitized several times daily.
- Continued routine cleaning and disinfecting
- Continued use of EPA approved disinfectants.
- Placement of plexiglass barriers and distancing signage will be used to mitigate spread.
- Continued education in proper cleaning practices with industry professionals.
- Full district HVAC filter swap

Routine Cleaning

Routine cleaning takes place daily and includes frequent disinfecting of public areas and high-touch surfaces.

Deep Cleaning

Deep cleaning done at any time that someone becomes sick in a district facility. It includes cleaning, disinfecting and vacuuming all areas used by the person who is sick.

Technology

- Tech support is available for all students and parents throughout the school year by completing the Technology Service Request Form. Once the form is completed a tech support team member will reach out for support.
- In the event of a school closure, a limited number of WiFi hotspots will be available for checkout on a first-come, first-served basis.
- In the event of an elementary school closure, a pre-assigned classroom Chromebook will be available for checkout.
- Students grades 5 - 12 are assigned 1:1 Chromebooks that are brought to and from school daily which would be utilized in the event of a school closure.

Visitors

- There will be no parent (outside) visitors for school lunches. This decision will be revisited at a later date.
- Deliveries by outside vendors, including deliveries, should be limited so that vendors do not enter school buildings near students.
- There should be limited access to school buildings by outside agencies with the exception of approved school district partnerships, college/military recruiters, and those providing disability related services.
- Meetings (Special Education/Parent Teacher Conferences/etc) will be conducted virtually whenever possible, with in-person arrangements made when necessary.

Activities

All high school activities sanctioned by the Missouri High School Activities Association will continue unless circumstances warrant suspension. Health protocols for spectators will fall in line with the protocols the District has in place at the time of the event. This means for the start of the 2021-22 school year, spectators will not be required to wear masks at outdoor events but will be required to wear masks at indoor events. The District encourages social distancing when possible at all events, regardless of the venue. Specific health protocols for individual and team/group participation [can be found here](#).





Community & School Events

The City of St. Charles School District looks forward to again welcoming our families and community members back into our schools, in the safest and most appropriate way. The health protocols outlined in this document are in place to make sure all who participate are as safe as possible.

Events, such as open houses, orientations, classroom parties (elementary), concerts, games, activities, clubs (at all levels), and other special events are all available for in-person participation, according to the individual school's plans for the school.

School assemblies will be limited for the first semester and will be subject to the building principal's discretion.

Field trips will also be limited for the first semester and will be subject to the building principal's discretion, in collaboration with Central Office Administration.

Board of Education meetings continue to be open to the public in person (with limited seating) and accessible online.

*Principals for each grade level of students (ECC, K-4, 5-6, 7-8, & 9-12) will collaboratively plan specific procedures, based on grade level needs/appropriateness, for their individual school buildings. Areas of procedures include...-Arrival and dismissal -Lunch -Recess -Clinic -Events -Clubs/Activities/Games -Assemblies -Classrooms -Specialty classes. -Hallway traffic -Other important areas.

SCSD 2021-22 ENTRY TASK FORCE

The City of St. Charles School District would like to thank the members of the SCSD Entry Task Force for their time and effort in helping us put this plan together. Because of their help and input, we feel confident that this entry plan prepares the District for a successful entry process.

The SCSD Entry Task Force members are: Dr. Jason Sefrit, Kelley Pendleton, Chris Bennett, Kevin Richmiller, Josh Schaffer, Judy Brink, Brendan Kearns, Mary King, Dr. Darryl Diggs, Dr. Rodney Lewis, Dr. Kate Kimsey, Jason Trout, Julie McClard, Josh Kean, Jeff Walker, Cindy Priest, Runi Hertz, Dr. Danielle Tormala, Dr. Carrie Holt, Shirley Derby, Kim Stahlschmidt, Kathy Kostos, Dr. Chris Hallam, Dr. Donna Towers, Heidi Sikma, Lori Gibson, Angie Syron, Dr. Ted Happel, Tammy Orrick, Dale Burkhart, Jeremy Shields, Lisa Blaha, Nicole Besselman, Dr. Carol McDowell, Lauren Coomer and Brett Kobernus

