



TVCA COVID-19 Response Plan

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Overview

For the foreseeable future, the COVID-19 pandemic is likely to affect our daily school routines. Prudence calls for thoughtful and coordinated planning as we learn how to best respond to this short-to-medium-term challenge.

Generally speaking, there are three possible learning modes:

1. **Normal Learning:** *All students in the school building.*
 - No community spread; return to normal school routines.
 - Attendance policies are normal per the TVCA Family Handbook.
 - Grading and academic policies are normal.
 - Anticipated once a vaccine (to prevent infection) and a treatment (to remediate infection) are developed.
2. **Hybrid Learning:** *Most or many students in the school building.*
 - Minimal to moderate community transmission.
 - Modified attendance and academic policies.
 - School-wide social distancing and mitigation strategies in place.
 - Special safety and sanitizing protocols approved by the health district and the county.
 - Initial health screenings (for re-entry) and routine health screenings (as needed).
 - Concentrates on students in school but provides flexibility for homebound students.
 - COVID-19 vaccine or treatment not available.
3. **Distributed Learning:** *No students permitted in the school building.*
 - Substantial community transmission.
 - Attendance and academic policies highly modified.
 - All schooling via Distributed Learning Model.
 - COVID-19 vaccine or treatment not available.

Our mission *to train the minds and improve the hearts of students* is best fulfilled when teachers and students come together—on campus and in classrooms. However, until the COVID-19 pandemic has abated, an open school building requires special precautions and protocols in order to safeguard the health and well-being of our students, faculty and staff. We have developed these protocols in close coordination with local, regional, and state officials.

It is our intention to open the school building when conditions permit. Until a COVID-19 vaccine and treatment are developed, we are likely to do this in a hybrid learning mode. For the safety of our students and staff, and depending on conditions and guidance from coordinating agencies, we may also need to resort to distributed learning mode.

Thank you for your patience as we persevere through this unprecedented challenge.

Coordination with State and County Agencies

The two agencies primarily responsible for overseeing the opening of schools are the Idaho State Board of Education (**SBOE**) and the Idaho Department of Health and Welfare’s health districts. We fall under Southwest District Health (**SDH**) district. This plan follows the recommendations of these agencies as well as those of the Payette County Office of Emergency Management (**PCOEM**) and Payette County Paramedics (**PCP**).

A. State Board of Education Criteria

On May 4, 2020, SBOE provided updated “minimum re-entry criteria for school districts and charter schools (local education agencies) to return to normal operations (in-person classroom instruction).”¹ In summary, SBOE’s “reentry criteria” are as follows:

1. No statewide stay-home orders are in place and schools have a physical distancing plan in place that has been approved by the local health district
2. The statewide reopening criteria have been met as defined at rebound.idaho.gov. School districts and charter schools located in communities that have experienced no community spread may consider returning to in-person instruction within the physical distancing guidelines and approval by the local public health district.
3. SDH must review and approve school protocols.
4. TVCA’s Board of Trustees must review and approve our protocols.
5. Any school planning to reopen must have a plan in place for immediate closures should a student, faculty or staff member be diagnosed with COVID-19.

B. Southwest District Health School Guidance

TVCA’s school protocols align with and follow the school guidance document issued by SDH on April 22, 2020.² TVCA will synchronize with SDH guidance in the following manner:

SDH Categories	Community Transmission	TVCA Learning Mode
I	None	Normal Learning
II	Minimal to Moderate	Hybrid Learning
III	Substantial	Distributed Learning

If, after reopening, TVCA has a confirmed case of COVID-19, we will implement a short-term closure for 2-5 days (and move back into Distributed Learning mode)³ per SDH guidelines.

¹ Please refer to Appendix 5 for SBOE’s comprehensive guidance.

² Please refer to Appendix 6 for SDH’s comprehensive guidance.

³ Please refer to Appendix 4 for Distributed Learning Plan.

Student Reentry Protocols

SDH has informed us that all schools within its purview will likely be required to conduct regular student medical screenings well beyond the end of the current school year. By implementing these policies now, we are getting ourselves accustomed to what will be the “new normal” for until the COVID-19 pandemic abates.

A. Initial Screenings (Questionnaire and Temperature)

Per the recommendations of PCOEM, student reentry into the school building will be contingent on:

1. the successful completion of an at-home pre-screening medical questionnaire; and
2. the successful completion of an on-site medical screening the day prior to reopening.

The at-home questionnaire was drafted in coordination with PCOEM and will be administered to families via Google Forms. The questionnaire will inform us if a student has shown symptoms associated with COVID-19 or has been exposed to COVID-19, and will be reviewed by TVCA staff in close coordination with PCP. Indications of symptoms or exposure to COVID-19 will require students to remain at home.

The on-site screening will take place on campus the day before scheduled school reopening. It will consist of an oral temperature check using thermometers with protective sleeves (approved by SWH and PCP), and will be administered by PCP, per the recommendation of SDH. Parents will be required to bring students to campus to complete this screening. Buses will not be sent to pick up students for this initial screening. Temperatures of 100° F or higher (per guidance from the Centers of Disease Control) will require students and their siblings to remain at home until the following screening day.

B. Recurring Screenings

In addition to the initial questionnaire and screening required for reentry, recurring questionnaires and screenings may be administered weekly (depending on guidance from SDH). Questionnaires will be sent to parents on Fridays and must be completed in order for students to return to school on Mondays.

Recurring temperature screenings may take place on Monday mornings at bus stops and at the carpool drop-off area. TVCA staff members will ride each bus and check the temperatures of students at each bus stop using thermometers with protective sleeves. Staff will also check the temperatures of students at the carpool line. Students whose temperatures are above 100° F (and their siblings) will be sent home and not permitted to board the bus. Parents must remain at bus stops on screening days until their students' screenings are complete.

Social Distancing and Mitigation Strategies (for Hybrid Learning)

Hallways

The school's culture and behavior expectations already require orderly and quiet transit between classes and activities. Teachers will ensure that students maintain increased spacing in lines as they move through hallways.

Classroom Seating

Teachers will use a checker box pattern to maximize the spacing between student desks.

Lunchroom Seating

All lunchroom tables will be deployed throughout the entire lunch period, and a maximum of 9 students will be seated per table (as opposed to 16 normally), thereby increasing spacing between students. Lunchroom monitors will enforce spacing standards.

Assemblies

For auditorium assemblies, students will sit in every other seat. For morning story time in the gymnasium, students will sit in their customary lines with increased spacing between each student.

Physical Education Classes

Person-to-person contact sports or activities will be avoided. All equipment will be sanitized with a solution of bleach or Triad-III prior to re-use.

Recess Procedures

Until further notice, students will refrain from using the playground equipment.

Holding Room for Sick Students

The TVCA main conference room will be utilized as a holding area for sick students that are waiting to be picked up.

Additional Daily Protocols

SDH-recommended face masks will be made available for medically vulnerable students and staff members. Staff duties and student activities requiring close contact will be modified as necessary.

Daily Sanitation Protocols

School Wide Disinfections

We utilize a combination of CDC-approved products including hospital-grade Triad III disinfectant and a dilution of disinfecting bleach to clean desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas every day.

Hand Sanitizer Stations

Teachers, staff, and students will keep their hands sanitized using the automatic touchless dispensers of Purell professional grade advanced hand sanitizer that are installed in every classroom and in hallways.

Hygienic Practices

Parents are required to keep sick students and their siblings home for at least 72 hours after a fever subsides *without the use of fever-reducing medicines*. We rely on parents to promote the same hygienic practices we will direct students to practice at school, including:

- covering coughs or sneezes with a bent arm or tissue and washing hands or using hand sanitizer afterwards;
- washing hands with soap and water for 20 seconds, dry hands with a paper towel, and using the paper towel to turn off the faucet;
- keeping hands away from nose, mouth, and eyes; and
- avoiding the sharing of food, drinks, and personal care items (e.g. lip balm).

Hybrid Learning for Homebound Students

We respect the right of families to keep students at home in the interest of their health and safety during this pandemic. We also expect to require some students to stay at home, if only for a short period of time, as a precautionary measure—for example, if their questionnaires indicate exposure to COVID-19 or if their screenings indicate a temperature of 100° F or higher.

In addition to the TVCA Family Handbook, the following attendance categories are in effect:

- Absent (due to COVID-19 illness): no attendance penalty or academic restrictions
- Absent (due to parent COVID-19 health concerns): no attendance penalty or academic restrictions

We will offer the following flexibilities to accommodate students who are homebound:

- Homeroom teachers will offer daily “live” tutoring sessions (via GoogleMeet or Zoom) as appropriate. While these sessions will not cover all the in-class material, they will provide homebound students with the help to stay up on their core academic skills. All students will be expected to complete and submit classwork distributed to them by their teachers.
- Attendance policies will take into account the special circumstances of the COVID-19 pandemic. Homebound students will not be penalized for their absences.
- Homeroom teachers will be in close contact with homebound students and will make weekly phone calls to parents (at a minimum).
- Lunches and school materials will be made available to homebound students. Details will be coordinated with each student’s family.

Parents pursuing a hybrid learning accommodation are requested to submit a Request for Hybrid Learning Accommodation form (please refer to Appendix 2).

Procedure for Positive or Suspected COVID-19 Case

The following procedure is to be used if a student or employee in the school building is identified as COVID-19 positive or suspected positive.

Action Item: *Student or employee is respectfully asked to isolate in the holding room.*

- For students, front office will call parents or legal guardians for pickup.
- For employees, front office will coordinate with school leadership to manage follow-on effects.
- Student or employee will be provided appropriate personal protection equipment and any employee interacting with the confirmed or suspected case will be provided with an N95 mask and gloves.

Action Item: *Front office traces list of potential exposures (employees and students).*

- Front office will coordinate (as appropriate) with parents/legal guardians of student or directly with the employee to build a list of potential exposures.

Action Item: *School leadership decides on the length of the short-term closure.*

- School leadership will provide SDH with appropriate details and exposure information.
- School leadership will coordinate closure decision with SDH and PCOEM.
- School leadership will coordinate closure decision with the TVCA Board of Directors.
- Points of Contact:
 - SDH: Mrs. Kim Beckley
 - PCOEM: Mr. Adam Gonzales
 - TVCA BOD: Mr. Marvin Lasnick

Action Item: *School leadership communicates appropriate details to school community.*

- School leadership will update the school community (parents/guardians) via SchoolMessenger mass communications system (email/text/voice) with appropriate incident details.

Action Item: *TVCA transitions to Distributed Learning Mode⁴ for the closure period.*

⁴ Please refer to Appendix 4 for Distributed Learning Plan.

Grading Policy (for remainder of AY19-20)

Modified grading policies will remain in place for the second semester of the 2019-2020 school year, regardless of learning mode.

Our grading modification plan is as follows:

- For grades K-2, teachers will complete the K-2 Skills Maps, to the best of their abilities and with the resources available to them. Our skills map is a mastery-based report of critical literacy and numeracy skills, as well as academic habits and character formation. K-2 Skills Maps will accompany students into next year, regardless of how we finish this school year.
- For grades 3-6, we are likely to move to a P/I rating system for our report cards. “P” and “I” stand for “persevered” and “incomplete.” Generally speaking, “P” means that the student attempted to stay up with the material and generally turned in academic work and showed reasonable effort during these unusual circumstances. “I” means that in the teacher’s opinion and taking into account the unusual circumstances, more than average educational gaps have been created and this will require extra attention during the next school year.
- In August we will host a boot camp for all of our new students (not including Kindergarten). The boot camp will focus on core academic skills in literacy, language, and mathematics, but will also include other select subjects and a general school orientation. It will begin on Friday evening, August 14 and will conclude on Thursday, August 20. The first day of school is Friday, August 21. Students will be expected to wear their uniforms. Lunch will be available at the school.
- We are considering extending boot camp invitations to our returning students based on teacher recommendations and coordination with parents and/or guardians. If you would like your student to attend, please contact your homeroom teacher.