

Burke School District Plan for Safe Return to In-Person Instruction and Continuity of Services

Purpose: This plan outlines procedures and protocols that the Burke School District has in place for fall 2023 to ensure that the district is doing all it reasonably can to keep students safe while in the building and that the district is prepared for a sudden school closure if necessary. The initial plan for implementation in the fall of 2020 was compiled by a committee of school administrators, teachers, board members, parents, and health care professionals. The purpose of this document is to outline the protocols in place to bring kids back to school safely. Because the situation may change, this plan is designed to be a fluid document, with changes being made as necessary to continue to meet the needs of students. This plan is a continuation of the “return to learn plan” implemented in the fall of 2020 and is the plan that the district intends to follow at the beginning of this school year, starting August 16, 2023.

Online platform

- All teachers in grades PK-5 will utilize ClassDojo as a communication and organizational tool. The expectation will be that ClassDojo is used on a daily basis for every class, whether school is in session for in-person instruction or flex learning.
- All teachers in grades 6-12 will utilize Google Classroom or an online learning management system.
- In the case of a student or staff absence due to an illness, the district may make classes available live through Zoom or another similar provider if the district deems that measure to be appropriate. In cases where that decision is made, administration will work with families on attendance to count students present if the district determines that a live, online option is appropriate.
- School will start with in-person classes on August 16, 2023. The district is NOT making online learning a self-select option for attendance. This practice will be reviewed as necessary as the COVID situation in our school community changes.
- The district will follow all IEP and 504 plans correctly. Health issues will be monitored and addressed through these plans.
- Add one teacher to teach in the following areas combined: Health/PE and Math.

Training

- All certified instructional staff were brought in for 3 days of training on July 22, 29, and August 5, 2020.
- TIE Corporation trainers, as well as other online resources were utilized for training on the new online platform.
- During these three days administration had set expectations for opening in fall, including, but not limited to: setting up the first two weeks of lessons on the platform with resources and assignments, having lessons planned and loaded at least one week in advance at all times, classroom management expectations related to the school opening plan. For the start of the 2023-24 school year, administration is again setting the expectation that teachers have the first two weeks planned and loaded prior to the first day of school, and then continuously one week out for the rest of the school year.

Calendar

- School will start August 16, with in-service days on August 14 and 15, and the district will follow the calendar adopted in the March 13th, 2023 school board meeting.
- The superintendent will prepare alternate calendars as needed in the event of a shut-down and present to the board for approval if necessary. A shut-down may not necessarily alter the calendar if flex learning is utilized during the shut-down.

Social Distancing

- Students will be socially distanced as much as practical. (3 feet if possible)
- Each building will have a designated room where students or staff can be isolated if they become sick or symptomatic while at school. That room will serve as a temporary isolation space until it is practical for that person to leave the building.
- The isolation room will be thoroughly sanitized after use.
- Plexiglass barriers will be available for teachers and students. The use of shields is optional.
- Masks will not be required and left up to family choice

Building Access

- Parents and other visitors with business at the school will be encouraged to phone ahead to the school office before arrival.
- Elementary parents will be allowed to walk their children to the classroom and will be allowed to enter the building at the end of the day. These building access procedures will be re-evaluated as necessary.

Cleaning/sanitizing

- Teachers will encourage and remind students to wash hands often.
- Each classroom will have a hand sanitizing station, and teachers will ask students to sanitize upon returning from leaving the room.
- Students will be asked to bring their own personal bottles of hand sanitizer to have with them at their desks.
- Custodians will clean and sanitize restrooms at least twice daily.
- Custodians will sanitize all door handles, desktops, and flat surfaces once daily. Teachers will also sanitize surfaces within their classrooms at least once daily.

Recess

- Not all grades will have recess together. Classes will be paired for recess so that the total number of students outside on the playground at one time will be a smaller group.

Bk –2 - will have recess together and grades 3,4,5 will have recess together.

Lunch

- Lunch groups will be broken down into the following:
 - (BK – 2) (3,4,5) (MS) (HS)
- Lunch tables will be sanitized between lunch periods.
- Lunch procedures will be re-evaluated as necessary.

Transportation

- Bus seats will be sanitized periodically
- In the event of heightened case numbers within the school community, the district may consider changing bus routes to accommodate more social distancing.

Flex Learning

- Flex learning will be implemented in the event that an emergency school closure is deemed necessary.
- All teachers in grades PK-12 will be prepared to transition to online learning within 24 hours.
- All teachers will utilize the online platforms mentioned above on a daily basis in face to face learning as a management, communication, and organizational tool, so that a transition to flex learning will be as seamless as possible.
- Teachers will be required to have lessons planned and loaded at least one week ahead at all times. The requirement will cover the immediate need for substitute planning in the event of a sudden staff absence.

School Closure

- The board of education has authorized the superintendent to call off school in case of medical emergency.
- Staff will be prepared at all times to transition to flex learning in the event of school closure. Preparedness measures include implementation of a district-wide online platform, lessons prepared and preloaded on the online platform, and teacher training on the online platform.
- The school district will make decisions about school closing based on current recommendations and under the direction of the South Dakota Department of Health (DOH).

Essential Employees

- All district employees have been designated as essential employees by the board of education.
- If an essential employee is contacted by the South Dakota Department of Health (DOH), or by their health care provider, and asked to quarantine because of a close contact, the district may have that employee continue to report for work, as long as the employee is not symptomatic.
- Essential employees who continue to report to work will work with administration to adjust their schedules and their duties to limit contact with others as much as possible.

Sports Events-

- Masks are optional for spectators.
- Board and Administration reserve the right to change the attendance policy if warranted.
- Bleachers will be sanitized periodically.

Additional Recommendations-

1. Continue to educate parents and students to symptom check and not send sick students to school.

2. The Guidance Counselor and/or a staff member will be available to visit with various students or staff on their emotional and behavioral concerns.
3. Encouragement will be given to staff and students to cover coughs and sneezes with a tissue.
4. Monitor community and surrounding areas of numbers.
5. Student sick at school-
 - Student removed from classroom.
 - Temperature checked.
 - Parents called.
6. The district will work closely with the regional and local health officials regarding vaccination opportunities, testing and screening.

The district contact will be Mr. Thompson - 605-775-2645

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