

# Wonewoc-Center Reopening Plan 2020-2021



## **Philosophy**

The Wonewoc-Center School Board along with the Wonewoc-Center District Administrative Team believe it is important that all children are provided with a quality education. In addition, all children should be provided this education in a safe environment.

The COVID-19 pandemic has made all of us rethink on how we can provide both of these for the students of Wonewoc-Center. As things continue to change in the environment this plan will continue to change to provide our students with a safe, quality education.

To meet the needs of our students and staff the District has surveyed different aspects of the district. Parent/guardian surveys, transportation survey, and staff surveys have been conducted. This plan was developed using the survey results along with guidance provided by Department of Public Instruction (DPI), the Juneau County Health Department and the Center for Disease Control (CDC).

Those working on the development of this plan are:

- Dr. Sharon Ennis – District Administrator
- Michelle Noll – Middle/High School Principal
- Sally Thompson – Special Education Director
- Wes Stuckert – Dean of Students
- Morgan Preuss – District Bookkeeper
- Ann Lankey – Administrative Assistant
- Melissa Thompson – Lower Elementary Representative
- Meagon Shields – Upper Elementary Representative
- Belinda Gehri – Middle School Representative
- Dawn Ertel – High School Representative
- Megan Danahy – Vocational/Liberal Arts Representative
- Tory Needham – Athletics and Extra-curricular Representative
- Chad Rick – Director of Maintenance
- Bob and Rich Brown – Browns Bus Service
- Jodi Weldy – School Nurse
- Kelli Savage – Guidance Counselor

This plan is developed in sections to provide the best plan for each area. Once again, this plan is constantly being revised as things change in the environment. This is the district plan as of July 20, 2020. The plan is subject to change as things continue to change in our environment.

## GOAL OF RETURNING TO SCHOOL

- Safety – Student and staff safety are important. All plans will reflect guidance from the Center for Disease Control, the Juneau County Health Department, and the Department of Public Instruction (DPI).
- Social and Emotional Wellbeing – Planning for 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 staff, students', and parents'/guardians' capacity as well as the Wonevoc-Center financial resources and available space.
- Instruction – The District plan allows for four different learning options for students. The options range from face-to-face instruction, blended instruction, or 100% on-line instruction. Parents/guardians may select the option they feel best fits their child's needs. At any time, parents/guardians may change the option they chose.

## OPTIONS

The Wonevoc-Center School District will be offering four options for the return to school this fall:

- Option 1: **Normal Face-to-Face** – four-year old kindergarten through twelfth grade will have a return to school as normal. Students will be instructed in a face-to-face arrangement with a number of precautions. You can read these precautions in the following pages of this document.
- Option 2: **Live Stream** – students will live stream into their classes. Each classroom will be equipped with a camera and sound. Students will log into the class and be part of the class throughout the entire day. The last forty-five minutes of each day, teachers will correspond with the students individually over the internet. Students will need to log in each day and be attentive to their computer the entire day.
- Option 3: **Wonevoc-Center Virtual Academy** – this is a fully on-line program with teacher(s) for each class or grade. Teachers are certified teachers from Wisconsin. Students complete work on their time schedule. Students in grades K-12 can enroll in the Wonevoc-Center Virtual Academy. Students will remain students of the District and be allowed to continue their involvement in the school.
- Option 4: **Blended School** – students attend school several days a week on site and use Live Stream the remaining days of the week. Parents/guardians will need to make a commitment as to what days they plan to be here and what days they plan to live stream

Parents/guardians will be able to choose which option they want for their children.

This plan has been developed for the first nine weeks of school. It will constantly be revised and changes made as things develop or slowdown in our communities. Parents/guardians may also change options throughout this nine week period by notifying the District of request.

## PARENTS/GUARDIANS

It will take the cooperation of the school and parents/guardians to make the return to school possible and keep our students safe.

Part of the routine to returning to face-to-face education is that students must come to school in good health.

We are asking all parents/guardians to make sure their child is in good health each morning while getting them ready for school. If possible please take your child's temperature before he/she gets on the bus. If the temperature is above 100.4, please do not send your child to school. Their temperature will be taken again when they arrive at school and if they have a temperature, they will be sent home. The District will have a supervised area where students will wait for their parent/guardian or emergency contact to pick them up.

It is extremely important that there are two emergency contacts listed on your family registration form so the school has several people to contact to come and get your child. Children will not be allowed to remain at school if they have a temperature. If we have no way to contact a parent/guardian or emergency contact, we will notify Juneau County Health Service to provide guidance with what should be done with the child.

The District will be sending letters to area businesses explaining the importance that a parent/guardian be allowed to be contacted in case of their child's illness. If there is a business you would like us to send a letter to, please contact Dr. Sharon Ennis at Wonewoc-Center School by phone (608) 464-3165 ext. 150 or e-mail her at [ennisha@wc.k12.wi.us](mailto:ennisha@wc.k12.wi.us).

Before sending your child to school, a parent/guardian needs to check the following symptoms:

- Fever of 100.4 or higher
- Shortness of breath or difficulty breathing
- Cough
- Headache
- Chills
- Sore Throat
- Muscle Pain
- Runny Nose/Congestion
- Muscle Pain
- New Loss of Taste/Smell
- Nausea
- Diarrhea

A combination of any of these symptoms and you should keep your child home.

### **TRANSPORTATION**

The Department of Public Instruction suggests that students who ride the bus remain at the proper social distance. For this to occur students must leave an empty seat between them. This means each bus will be able to transport about 34 students. To accomplish this we will have the following regulations about riding the school bus.

- The Wonewoc-Center School District will provide transportation for all students who live outside of the village of Wonewoc. Students will have assigned seating as families. Families will sit together thus making more room for more students.
- Each family may only have one pick-up and one drop-off point and this must remain the same. Changes in pick-up and drop-off could result in busses not having enough room. Students will not be able to switch buses as this will overload one bus and thus not meet the regulations. The only time a student may have two drop-off points is in the case of divorce and a child goes from one home to another. In our registration form, this will need to be indicated.
- Students who get on and off at a day care center will sit together.
- Students will be required to wear face coverings while on the bus.
- Buses will load from back to front. Students will unload from front to back. Students should allow social distancing when getting on and off the bus.
- Hand sanitizers will be on the bus. Buses will be sanitized after the morning route and again after the evening route.
- Students who are open enrolled will no longer have a seat on the bus. There will be no pick-up point at Hartje's or Summit for open enrolled students. Parents/guardians will have to transport to school and pick their child up from school.

- St. Paul's students will be dropped off between 7:30 and 7:40 a.m. There will be no collection of students at Wonewoc-Center School to be transported to St. Paul's. Students will be dropped off at St. Paul's by each bus and picked up by each bus.
- There will be no pick-up points for buses within the Village of Wonewoc. Either students will have to walk to school or parents/guardians will need to transport. Special needs students who live within the village limits and their disability may put them in danger if they walk to school, parents/guardians should contact Sally Thompson (608) 464-3165 ext. 122 to work out a solution to the problem.

If you have any questions as to what bus your child will be riding or other questions about transportation please contact Michelle Noll at 464-3165 ext. 117.

#### General Transportation Protocol

- Fewer students per seat (students from same household can sit together.)
- Sit by the window to provide social distancing.
- Students must wear face coverings.
- Buses will be disinfected following each route.
- Special needs students who need special accommodations should contact Sally Thompson at (608) 464-3165 ext. 122 or [thomsal@wc.k12.wi.us](mailto:thomsal@wc.k12.wi.us).
- Parents/guardians who transport children to school should drop them off at the student drop off point.

### **ENTRANCE INTO SCHOOL**

Students will have different entrances into school for their safety. This will be easier to social distance all students. Students will need to wear a face covering into school. Entrance will be as follows:

- Students who drive to school should enter the doors by Mr. Grisar's room. (Entrance G)
- High school students, who do not drive, should enter the door by the lunchroom. (Old main doors - Entrance A)
- Middle school students should enter school through the library doors. (Entrance L)
- Fourth and fifth grade should enter through doors by the offices. (Middle school - Entrance B)
- 4-year-old kindergarten through first grade should go down the stairs and enter the doors by the playground. (Entrance D)
- Second and third grade should go down the stairs and enter through the doors by BASE storage. (Entrance C)

There will be a person by each door taking temperatures. If a student has a temperature, they will be moved to a supervised area while parents/guardians are notified. Parents/guardians or emergency contacts must pick up their child. Children will not be allowed to remain in school if they are ill. It is extremely important if you cannot pick up your child that you have two reliable emergency contacts.

All elementary students should report to their classroom. All middle and high school students should report to their first hour class. Students may not loiter in the hallways or gymnasiums.

### **ELEMENTARY CLASSROOM**

Elementary classrooms will be self-contained this year for at least the first nine weeks. This plan will be reviewed on a daily basis and decisions will be based on data collected on the spread of the COVID-19 virus.

Elementary students are to report to their classroom once they have been cleared through the temperature check.

Students will have lockers to put their things in as well as desks in the classroom. Throughout the first nine weeks, we will try to limit the amount of things that go back and forth from school to home. The reading program and the math program now have student textbooks online. Students will be able to access their books through the internet whether at home or at school.

Breakfast and lunch will be delivered to the classroom. Students will eat in their rooms. Recess will be staggered so students will not be in a large group outside.

While in the classroom, students will not have to wear face coverings unless parents/guardians want them too. When a student leaves the classroom for the hallway, bathroom, etc., they will need to wear a face covering. Each room will have hand sanitizer in it.

All bookcases and rugs have been removed from classrooms so rooms can be social distanced. Tables have been removed from almost all elementary classrooms so social distancing can be achieved.

There will be no sharing of school supplies. Students will need their own school supplies and be kept in their desk. Nothing will be placed in a community bin for everyone to use.

Special classes like art, guidance, and library will be brought to the classroom, students will not leave the classroom and be exposed to more areas.

Teachers will be required to wear shields or masks at all times. As teachers move closer to students to give one on one assistance, they will be required to wear a face covering.

Students release time will be staggered to go to the buses. They must wear face coverings at this time.

Parents/guardians are not to come into the school in the morning or at night. Students will be escorted to the buses and the parent/guardian pick-up site.

### **MIDDLE AND HIGH SCHOOL PROTOCOL**

Middle and high school students will be required to wear face coverings while in school. Exceptions may be made in cases of physical education and other courses that will be determined by the teacher. If a child has a medical reason that they cannot wear a face covering they need to bring a note from a doctor stating that wearing a face covering could endanger the life of a child.

Students in middle school may stay in one classroom and teachers move to the classes. In this case, when the same group stays together face coverings may not be required. Face coverings will be required when entering the hallways, bathrooms and when going to different areas of the building.

High school students will move from class to class. All classrooms will be social distanced. In some cases, classes have been changed to larger classrooms to provide this. Hand sanitizer will be each classroom.

The high school will operate on an A/B schedule. Students will have four classes one day and four classes the other day. This will reduce the number of changes students need to make during the day. There will be less exposure to others during this time. When school returns to normal, students will have all eight classes every day. A Day students will attend classes 1, 3, 5, 7 and on B Day, students will attend classes 2, 4, 6, and 8. If the District would have to move to on-line this same schedule would continue; thus reducing the amount of homework on a daily basis for students.

Classrooms will be sanitized after each period by staff, students and janitors. This may take some time. Classes will be released at intervals to avoid overcrowding in the hallways. Hallways will be one-way direction.

Teachers will wear face coverings or shields during all classes.

Many of the textbooks for high school students are also on-line therefore students will not have to take textbooks back and forth from school to home.

Students will be allowed to carry a backpack with them, as nothing should stay in school.

Students will not be able to store anything in locker rooms. Clothes should be taken home after every physical education class.

### **SPECIAL EDUCATION**

Access to education will be reconfigured to meet social distancing guidance while meeting the needs of individual students. All programs will be designed to meet the daily needs of the student based on their IEP.

Staff or schedules may be redesigned to provide access to individualized learning to meet the IEP or 504 plan.

Special needs students will return to school using one of the four options made available to them. Depending on what you decide, Sally Thompson, Special Education Director, may contact you about possible IEP changes.

Parents/guardians of a special needs student, please keep in contact with your caseworker, Kris Marquez or Kaylee Snyder or Sally Thompson, Special Ed Director.

### **FOOD SERVICE**

Food Service workers will be required to wear face coverings at all times when working with food. Breakfast will be served to elementary classrooms between 7:30 and 8:00 a.m. each morning. Breakfast will be delivered by the cooks and aides. The Woneoc-Center School District qualifies for Universal Free Breakfast. This means every student can have breakfast at no cost for grades 4K-12. Middle and high school will be served breakfast during grab-n-go which will be at the beginning of second hour. Grab-n-go will be delivered to the classroom by food service workers and teacher aides.

Lunch will be served to elementary students in their classroom, and it will be delivered by the cooks and aides. Middle and high school students will eat lunch in the cafeteria, students will be socially distanced. When not eating students will have to wear face coverings. Students will not be able to assemble in the hallways or gymnasiums after lunch. Students may go outside again using social distancing. Students will need to report to classrooms if not going outside.

The Lunchroom will be disinfected after lunch.

4K through twelfth grade students may bring cold lunch if they so choose. They may purchase milk from the lunchroom.

Students will not be going through a serving line, but meals will be in carryout containers for everyone's safety.

There will only be one meal selection during this period of time, and there will be no salad bar during this time. As things ease up we will modify this plan.

### **BAND AND CHOIR**

Large band and choir practices will not take place for the first nine weeks of school unless it is outside and social distancing is followed. Band students may practice playing instruments while outside and social distanced. Band students may also practice outside on the bleachers, which will also require social distancing. This will be up to the band teacher.

The Health Department has identified singing in groups exposes students to germs more than many other activities. Thus singing in a classroom will not be possible at this time. Choir can be conducted outside if the instructor wishes to do so. Again, social distancing will be a key factor in conducting choir outside.

Band also poses the same problem with students clearing their instruments of spit. In addition both the band and choir room have carpet in them.

It is advised that both band and choir be substituted with general music for at least the first nine weeks of school. Both Mrs. Winkler and Mrs. Siefert are working on developing curriculums that will be beneficial to the band and choir students.

All students will be assigned a solo this year and work one-on-one with the instructor to keep their skills sharp. This will be effective if we have solo and ensemble contest this year.

Teachers may still give lessons via Zoom.

### **CLUBS AND ORGANIZATIONS**

There will be no club or organization meetings during the first nine weeks of school. Group gatherings will not be allowed because of the increase in the possibility of infection. There will be no group meetings in school as most competitions for various organization have been cancelled. We will continue to monitor the COVID-19 numbers. As numbers decrease, we will begin to look at opening some of these things up.

### **PHYSICAL EDUCATION CLASSES**

Students in four-year old kindergarten through twelfth grade will continue to have physical education classes. Activities that students engage in will be conducted in a safe manner. Physical education teachers are in the process of laying out their curriculums as to provide physical movement, allow for social distancing, and students not sharing equipment.

As much as possible students will be taken outside for physical education classes. Thus reducing the closeness of students.

Four-year old kindergarten through fifth grade are required to bring a separate pair of shoes for physical education classes. We also ask that students bring a zip lock bag that their shoes will fit in to place shoes in when not in use. Middle and high school students should bring a change of clothes for physical education class. These clothes are to be clean each day of phy ed and taken home after the class is over. This is true of the shoes also. Students will not be allowed to store things in their gym lockers.

When changing for physical education classes in six through twelfth grade, Mr. Needham will allow four students at a time in the locker room to change. The same process will occur at the end of the physical education class. If things are left in the locker room, they will be cleaned and given to good will. We cannot have a pile of lost and found clothes at school.

### **SOCIAL AND EMOTIONAL HEALTH**

Life has changed for our Wonevot-Center Students. Leaving school abruptly in March and not being allowed to return for a closure to the school year has been extremely difficult. In addition, on-line learning was put in place of the classroom, and we continued to instruct students until the end of the school year.

Most of the fun things that were students' summer norms have been cancelled or have been altered so nothing seems the same anymore.

On September 1, 2020, we plan to return to school, but once again in a completely different manner than what we have done in the past.

All of this may have caused some anguish among our students no matter what their age.

As a District, we will focus on social and emotional health during the first few weeks back for students and staff focusing on inclusion and anxiety reduction.

We will be working to introduce students to a new look of school and classrooms and making the classroom a welcoming environment for learning.

We will have Kelli Savage, guidance counselor, available for all students. In addition, we have two counselors that come into the school from outside agencies. As a parent/guardian if you notice extreme anxiety in your child, please contact the school and we can work together to help your child.

### **GENERAL BUILDING OPERATIONS**

1. Physical Barriers – plexiglass barriers will be used in some classrooms and in some educational settings to provide a safe environment for students.
2. Floor Adhesives – six-foot separation and directional arrow stickers will be placed in hallways.
3. Safety Hygiene – teachers will set up regular scheduled hand-washing times for classrooms. Students will be instructed on how to wash hands. Hand sanitizer dispenser will be placed in each classroom along with dispenser located in hallways and various areas in the school. All buses will have hand sanitizers on them.
4. Classrooms will be sanitized at the six through twelfth grade area after each group leaves the room and another one comes into the classroom.
5. Drinking Water – bubblers will be turned off and only the bottle filling dispenser will be available. Students are encouraged to bring their own water bottle and not share with anyone else.
6. Classrooms have been stripped of rugs and bookshelves to make room for social distancing.
7. Lockers will not be used. Students should bring their own backpacks. Most textbooks are on-line so there will not be a need to bring them back and forth. Most important item is each child's Chromebook or iPad.
8. Isolation Room – room where students would be placed if they need to go home because symptoms of COVID-19 or other illness have been identified.
9. Visitors – no non-essential visitors or visits will be allowed.
10. Face Coverings – face coverings will be required on the bus for all students. All students and staff will need face coverings while moving about the building. Four-year old kindergarten through fifth grade will not be required to wear face coverings in the classroom, as their environment will be sanitized each day. If they leave the room, they must wear a face coverings. Six through twelfth grade should plan to wear a face covering throughout the day for their safety.
11. There will be no field trips or gatherings during this time.

### **SURVEY RESULTS**

Three different surveys were conducted before this plan was developed. The results of each survey are as follows:

**Parent Survey:** approximately 150 parents responded to the survey.

- 67.86% of parents/guardians said that they were planning to have their child(ren) return to school.
- 3.57% said they were not having their child(ren) return to school.
- 28.57% said it would depend on the plan if they would have their child(ren) return to school.
- Parents/guardians listed regularly scheduled, adult supervised hand-washing, staff trained on CDC guidance to reduce likelihood of COVID-19, and temperature screening for students and staff as the top three priorities regarding health and safety of students.
- Parent/guardian listed enhanced cleaning occurring in the schools, hand sanitizers provided in each classroom and students staying in the same classroom as top priorities in cleaning and distancing.
- If the District were forced to go on-line, again parents/guardians would like to see live meetings or lessons with teachers in small groups, frequent feedback on student progress, assignments that can be accessed and completed at the student's own pace.
- Parents/guardians identified that their child will return to school based on whatever safeguard the school district has as their feelings about returning to school.

**Transportation Survey:** approximately 90 people responded to the survey.

- 60% of parents/guardians responded that their child rides the bus to school.
- 76% of those who do not ride the bus to school are transported by their parents/guardians.
- 45% of students live 5 or more miles from school, 25% live two miles or less from school.
- 66.67% of students rode the bus almost every day last year to school.
- 71% of students had one drop-off and pick-up point last year.

**Employee Survey:** 40 total responses were returned

- 57.5% of staff felt that temperature screening needed to be in place for staff and students.
- 42.5% felt a requirement for face covering for staff and students had to be in place before they would feel safe to return to school.
- Staff expressed enhanced cleaning, limiting the number of students in classrooms, and staggered schedules as important factors to consider before reopening.
- Staff would like to see all students four-year old kindergarten through twelfth grades return to school, in two groups or all students return five days per week.
- 45% of our teacher our apprehensive about returning to school and 30% feel good about returning to school.
- 85% of teachers said they are willing to help sanitize their rooms.

### **TRAINING FOR STAFF**

One of the major concerns of parents/guardians is that the staff be trained on the COVID-19 virus. The Wonewoc-Center Professional Development Plan will include the training of teaching staff, aides, administration, maintenance, food service workers, students and bus drivers. The leadership team will review various sources for this type of training.

A schedule will be developed and training will take place during our in-service days before the start of school. Further training will occur throughout the school year.

Jodi Weldy, school nurse, will lead this training.

