

KUSPUK SCHOOL DISTRICT

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Kuspuk School District Smart Start 2020 **HIGH RISK** Mitigation Plan

Conditions for Learning

Health and Safety Protocols

1. All scheduled school days will be student non-contact days in which students will not be attending school in school buildings, but rather will be continuing their schooling through distance delivery.
2. The Kuspuk School District will be providing remote learning education through the use of pre-loaded 1-1 electronic devices (laptops, iPads), in addition to paper packets, and telephonic follow up and support for students by both teachers and paraprofessionals.
3. All school buildings will be closed for all student contact. Teachers, cooks, and administrators will be allowed in the building in their own classrooms, kitchen, office, etc. Masks must be worn, and social distancing maintained.
4. All food, school work and electronic devices will be delivered and picked up by bus in Crooked Creek, Aniak, and Kalskag. Sites with no school bus will develop a safe plan for food and school work delivery/pickup.
5. The playgrounds will be closed to all students and community members during a high risk phase of COVID-19.
6. Kitchen staff will self-monitor temperature using touchless thermometers. Any teachers and or other staff members coming into the school building will need to check in, take their own temperature and record it in the log book before staying in the building.

7. Student work that is turned in must be handled with gloves and be quarantined for a minimum of 24 hours. Papers will be collected via the safe plan at each school location.

8. Custodial Staff will perform weekly deep-cleaning at each site to ensure continued safe conditions in buildings.

Parent and Family Engagement

1. Prior to moving from a medium risk to a high risk status, the school district will notify parents and public of the transition into high risk status and of all safety protocols the school will be implementing. These will vary slightly village to village. Notification will be done through posting at the store, post office, clinic, Facebook, phone calls, and vhf radios depending on the village.

2. In-service for all staff members at the start of the school year will thoroughly review all safety requirements and staff assignments. Q&A opportunities for all staff will be provided on safety protocols and procedures.

3. Students and staff traveling to any destination out of the state of Alaska must quarantine for 14 days upon their return. Students and staff traveling to and/or from any destination outside of KSD villages must have a COVID-19 test administered in the village as soon as possible upon return. Additionally, they must quarantine upon arrival until local COVID test results come back negative. The district will be following the city/village ordinances for returning from out-of-village travel.

4. All IEP Meetings will be held virtually or by phone.

5. Notify parents and community members of the need to move from medium to high risk level. Provide all parents, students, and community members with the High Risk mitigation plan and make sure they understand the plan.

Wraparound and Support Services

1. KSD will work with Tribal leaders, and City Councils to explain the current mitigation plan and the State of Alaska SMART Start 2020 guidance.

2. KSD will provide all community members with a copy of the school district's mitigation plan in advance of school opening.

3. KSD will keep the City Councils and Tribal Councils up to date with any changes that take place with the school's mitigation plan.

4. City/Village ordinances in place for COVID-19 will be followed by KSD.

Transportation

1. No students will be transported to or from school or any school activities during a high risk phase.

2. Bus driver and/or designated staff will assist with transporting student meals, work, and devices to homes and schools. In villages without a bus driver a plan is developed for students to receive meals, work, and devices.

Trauma-Informed Practices and Social Emotional Needs

1. The district will solicit the help of parents and guardians on the methods the District will be utilizing to mitigate spread of the virus in the school setting and at home. Parents will be encouraged to reinforce the reasoning behind the plan, and help students stay positive.
2. Teachers will consider SEL needs when planning weekly lessons. Principals will monitor plans and community feedback.
3. A licensed clinical social worker has been contracted to be available to provide tele-based services to all KSD students through individual counseling or group sessions.
4. YKHC has been contacted and is available for behavioral health services if needed by KSD.

Welcome Back Planning

1. If the district or the school is determined to be high risk, teachers and staff will be given additional training days and work days in order to prepare lessons and devices for distance delivery.
2. Utilize Facebook posting, vhf radio, phone tree, community postings, etc. to announce meetings and/or major announcements.
3. It is important for students, parents, and community members to understand the district may move back and forth between the low/medium risk and high risk phases depending on the current community situation. Regular community communication in many forms is important in getting information to communities.
4. Information about the current COVID status and learning will be ongoing through the previously mentioned methods of communication. KSD DO personnel will regularly communicate with health and tribal contacts to maintain up-to-date information on each school site.

Food Service

1. At school sites with a school bus, all meals will be delivered using the bus. Sites without a bus have developed a plan to safely deliver food to students.
2. Meals will be prepared and packaged by cooks for delivery to students. No hand-to-hand contact with food items will be made by delivery persons.
3. COVID safety precautions for school and home will be communicated to school families via the KSD COVID Plan, as well as the YKHC community health and safety guidelines available in the villages. Included in this information are guidelines for good health, including hand washing instructions.

Additional Considerations

1. Pre-school packets will be delivered to households weekly using the school bus (or other district transportation). Previously mentioned protocols for sanitized delivery of paper packets will be followed
2. Definitions:
 - Isolation** separates sick people with a contagious disease from people who are not sick. For COVID-19, an isolation period is 10 days.
 - Quarantine** separates and restricts the movements of people who were exposed to a contagious disease to see if they become sick. Because COVID-19 can take from 2-14 days to incubate, or to grow enough virus to become contagious, a quarantine period for COVID-19 is 14 days from last exposure.

Continuity of Learning

Learning Gaps

1. A modified/remote learning RTI plan will be implemented, using current student data at the time of condition.
2. At the designated points in instruction, students with internet access will be asked to take the STAR 360 Assessments to help diagnose needs in Reading, Math, and Early Literacy. Students without internet will be sent alternative paper-based assessments to help determine learning gaps.
3. DIBELS will be administered over the phone to K-2 students, and used to assess Early Literacy Skills.
4. Content Program Assessments will be sent home for all students, and used to determine gaps in learning.
5. Teachers will offer special sessions (either by internet or phone) for Tier 3 students to address learning gaps in Reading, Writing, and Math.
6. Learning gaps that are common among student cohorts will be addressed through the teacher's weekly lesson plans and instructional techniques. However, individuals may also be sent specific activities that address individual learning gaps.
7. KSD referral for special education will be available. All information and forms are stored and accessible electronically. Teachers, parents, and administrators will continue to follow the standard SPED processes and submit the required documentation electronically.

Interventions/Meeting the Needs of Students with Disabilities

1. During ordered school-building closure, students receiving special services will be provided instruction, accommodations, and interventions via alternate delivery methods such as online learning, electronic packets, or paper packets. If a student with a disability cannot access the alternative delivery models being offered to the general education students, the district will consult with the

student's guardians to determine the needs of the student and identify the most appropriate means for meeting those needs during ordered school-building closures.

2. IEP Meetings will be held virtually or by phone. Participation and required signatures will be documented via email attachment, standard mail, scanned signature, photograph of the signature, or other electronic means.

3. The need for extended school year services will be determined on an individual or case-by-case basis. Methods of delivery include electronic, paper-based or phone based.

4. To the extent practicable, initial SPED evaluations will be completed within the 90-day mandated timeline as prescribed by IDEA. Reviews of the evaluation team report will be completed using a virtual format or via telephone. Participation and required signatures will be documented via email attachment, standard mail, electronic signature, or other electronic means. If an evaluation of a student with a disability requires face-to-face assessment or observation, the evaluation will be delayed until ordered school building closure ends. Evaluations and re-evaluations not requiring face-to-face assessments or observations (via remote methods) will take place during any ordered school-building closure, so long as the student's parent or legal guardian consents.

5. Assistive technology will be provided, as needed, during online learning or with electronic packets.

6. If a student requires an accommodation such as a fidget or movement cushion to access home-based learning opportunities, the items or materials will be sent home, along with instructions for keeping the item properly cleaned, disinfected and sanitized.

7. IEP Meetings will be held virtually or by phone. Participation and required signatures will be documented via email attachment, standard mail, electronic signature, or other electronic means.

School Schedules

1. Schools will be closed for in-school instruction. Teaching and learning will be done remotely.

2. Each school has a remote learning schedule where teachers meet with their students multiple times a week using either online or telephonic communications depending on what is available in the community.

3. Guideline for meeting times: K-2 students should meet with their teacher and/or paraprofessional 30 min-1 hour at least 3 times per week. Grade 3-5 students should meet with their teacher 60-90 minutes at least 3 times per week. Grade 6-8 students should meet with their teacher for 90-120 minutes at least 3 times per week (OR 20-30 minutes for each subject if changing teachers). Grade 9-12 students should meet with each teacher (or for each subject) for 20-30 minutes at least 3 times a week. Schools should take into consideration class meeting times, so that families with students in different

grades are able to follow the schedule (for example K-2 meet from 9-10 am, 3-5 meet from 10-11:30, and so on).

4. Lesson plans will be sent home weekly, with 1-1 technology devices. Plans will include "Must do" activities that will be graded and choice activities for practice and increasing skills.

5. While remote learning is in effect, teachers are required to have designated "office hours" each week so that students may call for help with assignments. Teachers should remain flexible for families who may not be able to call during certain hours due to work schedules etc.

6. Student devices will be delivered to homes weekly, Monday afternoons, on the school bus or other district transportation; a designated person will be in charge of drop-off/pick-up using established protocols. Devices will be picked up outside homes at the end of the week on Friday afternoon along with paper school work, and left in quarantine at the school over the weekend. Teachers will use the following schedule: Mondays will be used for uploading content to 1:1 devices, grading/feedback, and planning (No Student Contact). Tuesday-Friday will be used for virtual classroom meetings/teaching, office hours, planning, grading etc. Wednesdays, from 2:00-4:00 will be used for Professional Development--this will be flexible depending on the teacher needs and connectivity at each village. Much of this development work will be done virtually, to decrease the likelihood of transmission/spread.

Delivery Methods

1. Students will take home needed textbooks and school supplies. Teachers will develop remote learning lesson plans weekly.

2. Weekly Lesson plans will include use of 1:1 technology devices, live classroom meetings (via zoom or telephone where available), text book assignments, and any other assignments teachers feel are needed to meet student needs. Teachers may choose to upload videos of themselves teaching, along with other content on the 1:1 devices, to accommodate those villages and families with no internet services. They will have training to use these delivery methods prior to this time.

3. Students who need 1-on-1 help from their teacher will be able to schedule time during the teacher office hours via telephone or internet, where available.

4. Student devices will be delivered weekly, Monday afternoons, on the school bus. They will be picked up at the end of the week on Friday afternoon along with school work, and left in quarantine at the school over the weekend.

5. At High Risk Level, the teaching plans and strategies offered to all students will be via remote learning. Staff will plan, deliver, grade and offer feedback on a weekly schedule at each school site. Schools will utilize the the above mentioned plan/methods for drop-off and pick-up of devices and student work. Set teacher office hours will be communicated, such that families/students may access teachers.

Professional Learning for Educators

1. The school district is partnering with YKHC to provide training for staff and students on health and safety protocols, with special attention to COVID-related updates.
2. In-service training will be focused on remote learning. Delivery methods, using 1:1 technology devices, and best practices for lesson plans and grading will be covered. The Plan will be followed by training in strategies to successfully implement the plan.
3. All PD will be done virtually, using Zoom or other web-based services.
4. All District-Wide In-service events will be done virtually, using Zoom or other web-based services.
5. PD will focus on remote learning delivery, best practices for distance learning, iPad apps for distance learning, grading and feedback.
6. The school district would like to add an additional 5 days of PD for teachers to train them on Distance Learning best practices, including optimal use of technology as well as safety and cleaning during the pandemic.
7. Extended training in LMS and remote learning practices will be provided during additional PD days requested by the District. Special focus will be given to designing a plan for increasing literacy and numeracy district-wide utilizing blended and remote delivery methods, along with training in the planning/delivery methodologies themselves.
8. Wednesdays afternoons will be used for continuing PD, with a focus on continued development of delivery methodologies in the "remote COVID classroom environment"; additional time will be spent on improvement of current models of blended learning and remote learning plans.

Staffing

1. Staffing needs for school sites will be met, as usual. Travel protocols for each village site will be followed; 14 days of quarantine upon arrival and a negative test result from the local village clinic (taken after arrival in the village).
2. Instructional aides will be utilized to assist with communication in assigned classrooms. They will also be used to help with distribution and collection of student work.
3. Kitchen staff hours may be less, due to abbreviated meal hours. Instructional aides will continue their hours to better facilitate student services. A plan for enhanced PD for this group will be utilized at each site, guided by the needs of that site.

Additional Considerations

1. KSD requests 5 additional PD Days in the KSD calendar to facilitate planning and training for increased focus on literacy and numeracy via blended and remote approaches.

Connections with Stakeholders

1. Increased stakeholder communication and education about COVID-related changes in schooling for each site via written, verbal and electronic venues.
2. Weekly communication with local health corporation concerning COVID updates for each school site/village.
3. Publish information on upcoming Echo webinars created to educate the community about COVID-related updates by specialists.

Capacities for Learning

Connectivity

1. Connectivity for most students in their homes is not practical or feasible for online instruction due to poor internet service including: reliability of internet service, lack of bandwidth availability, most households not having any connectivity, costs associated with data plans, and the lack of critical infrastructure needed to provide connectivity and support. Additionally, one district community does not have cell phone service. As a result, our plan has both online and paper components for most processes.
2. Many teachers also do not have connectivity at home, which is another reason online learning will not work in our district.
3. As it currently stands, teachers who need to, will be able to access school internet to plan and upload lessons to student devices weekly. They will have to be in their own classroom and follow all health and safety protocols. In several of our villages, the school site is the only location with internet in the village.

Federal Funding & Flexibility

1. KSD has used FY20 and FY21 CARES funding to purchase 1:1 technology devices so each student has his/her own device to use in the classroom; this will allow more flexible planning if there is a need for remote learning.
2. Previously, we purchased pre-packaged food items that can be delivered to homes for meals. The District has allowed for this possibility in our plans.
3. In the event of school building closure to students, there will still be some staff working at school sites. We have purchased supplies needed such as masks for staff, touchless thermometers, hand sanitizer, individual school supplies for staff, additional furniture, etc.
3. KSD would like to explore different funding opportunities to be able to offer Internet Stipends to teachers and staff working from home. Internet services in our villages (that have internet) are extremely expensive; it is not feasible for most staff to conduct remote teaching from home on a personal WiFi account.

Student Activities & Travel

1. There will be no student activities, including practices or travel, during a high-risk phase.

Facilities Use and Sanitation Funding

1. Facilities will be closed except for essential personnel such as kitchen staff, and certified teachers/admin.

2. All non-essential facility use will be denied and or eliminated during a high-risk phase.

Considerations related Negotiated Agreements

1. The Smart Start plan was developed with consideration to the MKEA Negotiated Agreement. The plan was shared with the MKEA Board for feedback/input prior to submitting it to the state. Adjustments to the plan were made based on MKEA feedback. KSD Leadership will continue to communicate and work together with MKEA as guidelines are updated and changes are needed in the plan.
2. "During a high-risk scenario, staff will have the option of working from home OR working in their own classroom in the school building. No one will be required to work in the school building during a high risk scenario."

Additional Considerations

1. KSD has three levels to our outbreak prevention/response plan:
Level 1 means a student or staff member has a temperature of 100 degrees F (or higher) or is symptomatic at school. The student will be isolated and sent home. Parents will be advised to have students seen at the local health clinic.
Level 2 means there is one COVID-19 positive test within the school. The working group decision based on privacy restrictions is that the YKHC Clinic will take the lead and notify all students in the cohort group, along with anyone else in the school that had contact with the individual with a positive test. The student and cohort group will be quarantined for 14 days.
Level 3 means there is an official outbreak, which is defined as 2 positive cases within the school (staff or students); at this time the school will be closed until it's deemed safe to reopen.
***Note: Outbreaks are determined by local public health officials. The District will follow all village ordinances such as required lockdown/ quarantine etc.**