

# KENSAL PUBLIC SCHOOL

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## Return to In-Person Instruction & Continuity of Services Plan

Updated June 21, 2021  
Board Approved on July 21, 2021

Dear Parents/Families, Staff & Community members:

We here at Kensal Public School are excited about the 2021-2022 school year. Thank you to everyone who helped us meet the challenges and modifications during the last school year. These modifications helped us provide successful outcomes for students while learning during the pandemic and allowed us to provide a full year of in person face to face instruction.

COVID-19 may still be a factor in the future and we are ready to provide the adjustments and adaptations to meet our student's needs. We will continue to serve students with a challenging learning environment during any changing events. Instruction for 2021-2022 will be in-person with preparations to serve students online or with hybrid models if the need arises. We will carefully consider possible health and safety risks of COVID-19.

The *Return to In-person Instruction and Continuity of Services Plan* addresses the academic, health, and safety aspects to deliver the best education for our students. This plan includes portions of the previous *Distance Learning Plan* and the *Health and Safety Plan* developed last year. This updated plan will be reviewed at least every six months or as needed and may require modifications or adjustments over time. As we provide educational services and student activities, we will always consider the safety of our students and staff. Please review this plan and contact Principal Matt Lokemoen or Superintendent Gilbert Black at the school (701-435-2484) with any questions, comments or concerns, or by email to: [matt.lokemoen@k12.nd.us](mailto:matt.lokemoen@k12.nd.us) or [gilbert.black@k12.nd.us](mailto:gilbert.black@k12.nd.us).

Sincerely,

Gilbert Black  
Superintendent

Matt Lokemoen  
Principal

# Assumptions & Assurances

## Kensal School believes:

- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health.
- By working together with educators, staff, health care professionals, parents, students, and community members we can solve most challenges.
- Our district will make decisions based on the most current guidance from local, state, and national health care officials.
- Our School Board will ensure our plan meets the needs of our students, educators, staff and community.
- Provide instructional delivery systems to meet the needs of all students.

## Our Planning Team

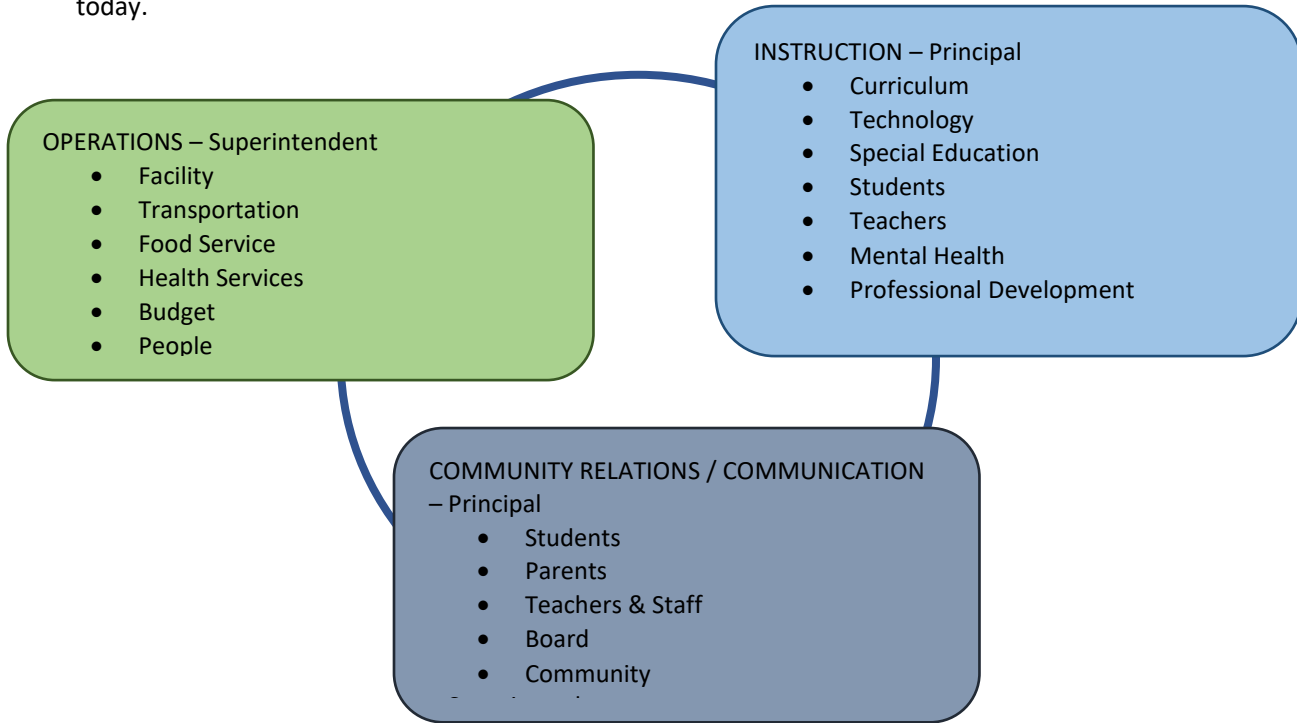
Kensal School's Return to Learning Plan was crafted and reviewed by a team consisting of the following:

- Gilbert Black, Superintendent
- Matt Lokemoen, Principal
- Dana Ekren, Business Manager
- Jessica Johnson, Board President/Parent
- Ryan Spitzer, Board VP/Parent
- Amanda Lee, Board Member/Parent
- Darren Ekren, Board Member/Parent
- Clint Schaeffer, Board Member/Parent
- Cassie Spitzer, Teacher/Parent
- Stephanie Ramsey, Teacher/Tech Coordinator
- Emma Rage, Teacher
- Laurie McKenzie, Teacher/Parent
- MacKenzie Kleese, Teacher
- JoDeane Lokemoen, Teacher
- Paul Wolf, Custodian
- Jeanne Hoyt, Counselor
- Central Valley Health District

Input was gathered by various means to allow for a wide range of information.

# COVID-19 Response Team & Coordinators

This organizational structure was crafted to assist in the development and monitoring of the district return to learning plan. This structure identifies leaders and guiding team members that will serve as a voice in how the district responds to COVID-19 during the school year. This plan is designed to address the issues of reopening as well as provide a nimble and responsive process to address issues that may not be recognized today.



The three components have been identified as key operational teams that consist of multiple departments. Each operational team will work to implement the return to learn plan and address challenges as they arise.

## COVID-19 Building Level Coordinators

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will report cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.



Matt Lokemoen, Principal, is the **COVID-19 District Coordinator**. Phone: 701-435-2484 (school) 701-368-1478 (cell). If unavailable, the secondary contact will be Dana Ekren, School Business Manager. Phone: 701-435-2484 (school) 701-435-2559 (home) 701-320-8287 (cell).

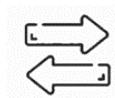
# Instructional Models

The instructional models used by the district will be guided, in part, by the risk level of COVID-19 in the community as defined within the following instructional phases. To determine our instructional model, we will take into consideration our color-coded risk phase, the number of staff and students with positive cases, the number of students in quarantine and other community factors. Based on these factors, the administration (along with the help of Central Valley Health District) will determine the appropriate model of instruction. Instructional delivery could be face to face, hybrid or a distance learning model using online instruction.



## **Traditional Learning**

All instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



## **Blended Learning**

Students report to school on a modified schedule. Multiple hybrid models of instructional delivery may be appropriate to meet the educational needs through a variety of delivery models.



## **Distance Learning (Microsoft TEAMS)**

All instruction is provided off-campus through the use of distance learning resources or suited to the unique needs of the student.

# Health and Safety Guidance

The district strives to provide a healthy and safe environment for all who occupy our school. The following guidelines are intended to provide a framework for the district's response to COVID-19.

## Resources

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

## Best Intentions

Despite taking every reasonable precaution, there is no guarantee that our school will be without risk as it relates to COVID-19. The virus will be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

## Communication

### *Guidelines*

- Post signs with up-to-date CDC guidelines for handwashing, social distancing (6 feet or more), etc.

### *Notification*

- When the NDDoH or Central Valley Health District inform the school district of a student or staff member is COVID-19 positive, that information will be passed on to the COVID-19 Coordinator.

- If Kensal Public School has a confirmed positive case of COVID-19, affected students/staff members will be notified by the COVID-19 Coordinator or Central Valley Health District. Close contact cases will be contacted by the NDDoH.

## Protect Yourself and Others

### *Wash your hands often*



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- Wash hands before eating, after using the restroom, after recess/PE/music or areas where students will have shared materials.
- If soap and water are not available, use hand sanitizer (with at least 60% alcohol).
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Students are encouraged to wash their hands often throughout the day.
- Handwashing and the use of hand sanitizer (with at least 60% alcohol) will be monitored by teachers as much as possible.

### *Avoid close contact*



- Keep socially distant (6 feet or more) from others. This is especially important for people who are at a higher risk of getting sick.
- Alternate or modify schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- Volunteers and visitors shall be restricted to essential visitors only.
- Parents/Guardians may accompany their child to the school but are encouraged not to enter the classrooms without teacher permission.

### *Cover coughs and sneezes*



- Always cover your mouth and nose with a tissue when you cough, sneeze, or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

### *Clean and disinfect*



- School staff should clean and disinfect frequently touched surfaces multiple times daily.
- Shared materials (not recommended) should be cleaned after each use.
- Classrooms and common areas will be cleaned and disinfected nightly by custodial staff.
- Bus drivers will be responsible for wiping down/disinfecting buses at the end of each route/trip.

### *Monitor your health daily*



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their child/children each day before sending them to school. Use the screening guidance provided (see appendix).
- Staff and students who are sick should stay home.
- Temperatures of symptomatic students or staff may be taken at the school office.
  - Symptomatic students will be isolated, and their parents/guardians contacted.

# Health & Safety Protocols

## Student & Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Kensal Public School will take the following measures to ensure all students and staff are healthy while they are at school.

### *Identifying Students & Staff at Higher Risk*

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the COVID-19 Coordinator who will contact the family and discuss instructional model options.
- The administration will inquire of all employees if they are at-risk, based on a health professionals' diagnosis. The administration will work in partnership with the employee to coordinate adjustments to the work schedule or workplace.

### *Isolation & Quarantine*

- Definitions (see appendix for more information).
  - Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
  - Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- Kensal Public School will follow isolation and quarantine guidelines and directives as set by NDDOH and the Central Valley Health District.

### *If a student or staff member becomes sick at school (or school event)*

- Student
  - Direct/escort the child to the office.
  - The child shall be provided a facial covering and isolated in the building sick room.
  - Parent/guardian will be contacted to pick up their child. Parents/guardians must make every effort to pick up their child as soon as possible.
- Staff
  - Inform your supervisor immediately and wear a face mask/shield until you can be replaced if supervising students at that time.
  - Leave the school building/grounds and consult with a health care professional.

### *Return to School*

- When a student or staff member has been isolated or quarantined as directed by NDDoH or the Central Valley Health District, they will be allowed to return to school after being cleared by NDDoH.
- Students who are symptomatic (cough, fever, chills, muscle aches, vomiting, diarrhea, loss of taste or smell) should not attend school. Students should not return to school until they are fever free for 24 hours, without the use of fever medication.

## COVID-19 EXCLUSION GUIDANCE Decision Tree for Symptomatic Individuals in Schools

Send home or deny entry if **ANY** of the following symptoms are present:

Fever (100.4°F or higher) **OR** two or more of the following symptoms: fatigue, headache, muscle/body aches, chills, cough, shortness of breath, sore throat, congestion/runny nose, nausea, vomiting, diarrhea, abdominal pain **OR** loss of taste and/or smell. This is in addition to [general infectious disease exclusion guidance](#). People who are ill should contact their health care provider for additional guidance.

### Has the person been clinically evaluated?

**Tested Positive for COVID-19 <sup>a,c</sup>**

Stay home at least 10 calendar days from onset of symptoms **and** for 24 hours with no fever **and** improvement of symptoms – **whichever is longer**.

### Has the person been clinically evaluated?

**Clinically diagnosed (not tested) for COVID-19 <sup>a,c</sup>**

Stay home at least 10 calendar days from onset of symptoms **and** for 24 hours with no fever **and** improvement of symptoms – **whichever is longer**.

### Has the person been clinically evaluated?

**Alternate clinical diagnosis or laboratory confirmed condition (e.g., norovirus, hand/foot/mouth) <sup>d</sup>**

Follow provider directions/ recommended treatment & return guidance

Follow the [Child Care and School Infectious Disease Guidance](#).

### For a person NOT clinically evaluated who is monitoring symptoms at home

**Fever (100.4°F or higher) OR two or more of the following symptoms: fatigue, headache, muscle/body aches, chills, cough, shortness of breath, sore throat, congestion/runny nose, nausea, vomiting, diarrhea, abdominal pain OR loss of taste/smell. <sup>c</sup>**

Stay home at least 10 calendar days from onset **and** for 24 hours with no fever **and** improvement of symptoms – **whichever is longer**.

### For a person NOT clinically evaluated who is monitoring symptoms at home

**Other symptoms not consistent with COVID-19 <sup>d</sup>**

Follow the [Child Care and School Infectious Disease Guidance](#).

\* Siblings & household members also stay home for 14 days from last exposure to a COVID-19 case while contagious  
<sup>c</sup> (Red Box) = COVID-19  
<sup>d</sup> (Yellow box) = Other symptoms

Adapted from the Minnesota Department of Health  
07/20/2020

[www.health.nd.gov/diseases-conditions/coronavirus](http://www.health.nd.gov/diseases-conditions/coronavirus)

## Guidance for Grade Level & School Building Level Closure

This is intended as guidance for COVID-19 Coordinators and school leaders on when to close classrooms, grades, and buildings.

- If a school is closed for any length of time, the district will determine which mode of instruction will resume.
- The COVID-19 Coordinator will be in contact with the Central Valley Health District to discuss the present phase of the community and seek advisement on district transitions between instructional models. Instructional models may be adjusted based on students' needs and current level of risk.
- The NDDoH may close a school or district at their discretion.



A collection of green virus-like icons with spiky protrusions, scattered around the main title.

# BEFORE SCHOOL!

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.  
(Parents do not need to send the questionnaire to school)

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## Does your child have any of the symptoms below?

- ✓ Fever or Chills (a fever is considered having a temperature of 100.4 F)
- ✓ Cough
- ✓ Shortness of breath or difficulty breathing
- ✓ Congestion or runny nose *when in combination with other symptoms and not due to other known causes such as allergies.*
- ✓ Fatigue *when in combination with other symptoms.*
- ✓ Nausea, vomiting or diarrhea
- ✓ Muscle or body aches
- ✓ Sore throat
- ✓ New loss of taste or smell
- ✓ Abdominal pain
- ✓ Headache *when in combination with other symptoms.*



If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school at 701-435-2484 to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

# Continuation of Educational Services K - 12

In the event of a pandemic/epidemic that significantly impacts how we can provide educational services, Kensal Public School intends to address the following practices and processes to achieve our desired outcomes.

**Mission:** Kensal Public School will inspire and empower all students to develop to their full potential through a unified effort of students, parents, teachers, staff, administration and citizens in a secure, respectful, and enjoyable learning environment.

**Health & Safety:** Health and safety of our students, staff, and community are paramount during a widespread health emergency. All actions taken by Kensal Public School will be balanced with guidance from local health officials, the North Dakota Department of Health, and community leaders. Ensuring safety may impact the intensity, location, and duration of services we provide.

- Masks are not required but may be used by choice. Should masks be required, masks and wearing instructions will be provided.
- Classroom desks will be social distanced.
- Instructions on safety protocols will be posted throughout the building.
- Places where vaccinations, diagnostic and screening services can be accessed will be posted. Kensal Public School does not provide these services.
- Mr. Lokemoen in collaboration with Central Valley Health District and the North Dakota Department of Health will be involved with contact tracing, isolation and quarantine with any students or staff.

## **2021-2022 School Year**

Kensal Public School will begin the 2021-2022 school year with in-person instruction. Students will follow the same class schedule used during the last school year. We will follow our Return to In-Person Instruction and Continuity of Services Plan to determine the best delivery of instruction. When determining our learning delivery model. We will take into consideration the number of staff and students with positive cases, the number of students in quarantine, and other community factors. Based on these factors, our administration will determine how instruction will continue.

- Instructional plans are in place to serve all students for in person instruction and in the event of another school closure.
- Should long term school closure from a pandemic occur, it is essential that high quality teaching and learning opportunities continue.
- Academic programs have been purchased to assist teachers in development of lesson plans for students in school, in quarantine, homebound or during school closure. Examples include; IXL, Teachers pay Teachers, and others. Refer to the Distance Learning Plan posted on the website for specific lesson examples.
- Counselor time was increased to address any social, emotional and mental health needs.
- Students with disabilities will have updated plans developed and reviewed to ensure their health and safety.

Kensal Public School *Return to In-Person Instruction and Continuity of Services Plan* will be updated at least every six months through September 20, 2024. Public input will be sought to complete these updates.