

Manhattan-Ogden USD 383
Manhattan, Kansas

Building foundations for dynamic futures.

Board of Education Meeting Agenda
October 20, 2021
Robinson Education Center
Kirmser Conference Room
2031 Poyntz Avenue

ADDITIONAL MEETING INFORMATION

INDEX

ITEM	PAGE
9.0 Old Business	
9.1 Pandemic Response Plan	2



Manhattan-Ogden USD 383

Pandemic Response Plan

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

2021/2022

October 20, 2021

**Addendum to USD 383 Pandemic Response Plan
Presented to Board of Education on October 20, 2021
Effective November 1 – 19, 2021**

November 1 - 19, 2021

- November 1 – 19 is a three week uninterrupted block of school days. We will be using this time to evaluate our numbers, masking options, and testing capabilities.
- USD 383 reserves the right to revert back to previous versions of the Pandemic Response Plan and to institute required masking for everyone.
- All students, regardless of vaccination status or optional masking, **MUST** wear a mask while on a school bus/in a school vehicle per federal mandate (see page 18 of the Pandemic Response Plan)
- All other mitigation protocols will remain in place.

Manhattan High School (East and West Campuses)

- Beginning Monday, November 1, masks would be optional for students, staff and visitors. It is the responsibility of the student/parent to monitor mask wearing. The school will not be responsible for keeping track of who is or is not wearing a mask.
 - Do not be surprised that many teachers and students may choose to continue to wear a mask.
 - It is strongly encouraged for students and staff that have a cough/congestion/ respiratory illness not related to COVID to wear a mask to decrease the likelihood of transmission to others.
- If a student is within 3 feet for longer than 10 minutes, regardless if they are wearing a mask or not, they will be considered a close contact.
- If a student is not masked and is within 6 feet for longer than 10 minutes of a positive case, that student will be a close contact.
 - Unvaccinated students will have to quarantine and may return to school after 10 calendar days have passed AND symptoms have not developed.
 - Unvaccinated students who are not having symptoms may PCR (polymerase chain reaction) test at day 6, with a possible return to school at day 7 (household contacts can PCR test on day 16 with a possible return on day 17). Testing will be done with an appointment made through the school nurse or COVID Response Coordinator. Testing can be done in a vehicle or outside of school building. PCR testing will not be done inside of the school or school nurse office.
 - At this time, we will only be testing close contacts from school and household contacts (** this could change due to staffing and test availability).
 - At this time, daily testing to stay at school if a close contact will not be available to students (** this could change due to staffing and test availability).
 - Fully vaccinated students will not be considered a close contact of someone who has tested positive and will not have to quarantine, unless they are showing symptoms. Masking is recommended for 10 days if identified as a fully vaccinated close contact.
- If a student is masked and is within 6 feet for longer than 10 minutes, that student will not be considered a close contact.
- All students, regardless of vaccination status or optional masking, **MUST** wear a mask while on a school bus/in a school vehicle per federal mandate (see page 18 of the Pandemic Response Plan)
- Activities and athletics must follow all health and safety mandates at the venues they are traveling to.

Middle Schools, Elementary Schools and Early Learning Centers

- All teachers, staff, students and visitors will continue to be required to wear a mask at any indoor USD 383 facility, regardless of vaccination status.
- If a student is masked and is within 3 feet for longer than 10 minutes of a positive case, that person will be a close contact.
 - If a student is a close contact of a positive case at school and is not symptomatic, that person can take a rapid COVID test each morning at school for 7 days. The test takes approximately 20 minutes to perform and receive the results. If the test is negative, the student can remain at school that day. If positive, the student must leave the building and begin to isolate. Parents will be called to pick up the student immediately from school.
 - Daily testing can be done inside the school, in a vehicle or outside of the building.
 - If a student is a household contact of a positive case and is not symptomatic, that student can take a PCR COVID test at day 6. If negative, that student can return to school at day 7 or later. That student will need to daily rapid test with the school nurse until what would have been day 16 of their quarantine. If positive, that student would need to begin a 10 day isolation. Testing will be done with an appointment made through the school nurse or COVID Response Coordinator. Testing can be done in a vehicle or outside of school building. PCR testing will not be done inside of the school or school nurse office.
 - At this time, we will only be testing close contacts from school or a household contact (** this could change due to staffing and test availability).
 - If a person is a close contact of a positive case and is symptomatic, that person will need to be tested and will be excluded from school.
- All students, regardless of vaccination status or optional masking, **MUST** wear a mask while on a school bus/in a school vehicle per federal mandate (see page 18 of the Pandemic Response Plan)
- Schools can begin to allow a limited number of volunteers into the building.
- No visitors will be allowed to be in the cafeteria during meal times.

Support Buildings

- Transportation – Must wear a mask while on a school bus (see page 18 of the Pandemic Response Plan for more detailed information on the federal mandate). Optional mask while at the Transportation building
- Maintenance – Optional mask while working at MHS East or West. Required mask at middle schools, elementary schools and early learning centers. Optional mask wearing at support buildings.
- Child Nutrition – Optional mask while working at MHS East or West. Required masks at middle schools, elementary schools and early learning centers. Optional mask at Central Kitchen.
- Warehouse – Optional mask while delivering to MHS East or West. Required masks while delivering to middle schools, elementary schools and early learning centers. Optional mask while delivering to support buildings. Optional mask while at warehouse.
- Robinson Education Center – Optional masks while inside the Education Center, MHS East or MHS West. Required mask at middle schools, elementary schools and early learning centers. Optional mask at support buildings.

Vaccinations

- We encourage all staff to get fully vaccinated.
 - We will be offering a 3rd dose of Moderna to all USD 383 staff who received their 1st and 2nd doses of Moderna in February/March of 2021. We are waiting for FDA approval. Once approved, we will work with the Riley County Health Department to set up vaccination times.
 - We also encourage all USD 383 employees to get the flu vaccine.
- We encourage all students ages 12 + to get fully vaccinated.
 - Vaccinations are available at the Riley County Health Department, physician offices, and many local pharmacies
 - **To find a location, visit:** <https://www.vaccines.gov/search/>
 - We also encourage all USD 383 students 12+ to get the flu vaccine.
- We are waiting for FDA approval for vaccinations for children ages 5 – 11. When that approval is made, we encourage all students ages 5 – 11 to get fully vaccinated.
 - Riley County Health Department has tentative plans for vaccination clinics that will target this age group on Saturday, November 13 and Saturday, December 4. We are waiting for FDA approval.
 - We also encourage all USD 383 students ages 5 - 11 to get the flu vaccine.
- We also encourage all USD 383 students below the age of 5 to get the flu vaccine.

2021/2022 School Year

Dear USD 383 Families, Staff and Community,

Manhattan-Ogden USD 383 continues to believe that students benefit most from in-person instruction, and we remain committed to keeping our schools open and safe. As we begin the 2021-2022 school year in the midst of a global pandemic, our goal of remaining open safely serves as the driving force behind this "District Plan for Safe Return to In-Person Instruction and Continuity of Services."

The work accomplished thus far has positioned USD 383 well for what lies ahead. We will remain in regular communication with the Riley County Health Department and local physicians – capable of making rapid adjustments if it is deemed necessary.

Thank you for your support of our commitment to safe and supportive in-person instruction five days per week. We look forward to celebrating many successes together during the coming year.

With gratitude and determination,

Marvin Wade, Superintendent
Manhattan-Ogden USD 383

Unified School District 383 Board of Education

Jurdene Coleman, President	Curt Herrman
Kristin Brighton, Vice President	Katrina Lewison
Darell Edie	Brandy Santos
Karla Hagemeister	

-
- USD 383 is committed to in-person learning - 5 days a week for the 2021/2022 school year.
 - Students benefit from in-person learning and instruction for the 2021/2022 school year is a priority.
 - Beginning **November 1, 2021**, masks would be optional for USD 383 high school students and staff. The only exception is while riding in a USD 383 vehicle - masks are federally mandated for all riders.
 - USD 383 middle school, elementary school and early learning students and staff will be required to wear a mask when indoors on USD 383 property at least through **November 19, 2021, regardless of vaccination status.**
 - Beginning **November 1, 2021**, masks would be optional for USD 383 support buildings.
**See Pandemic Response Plan Addendum for specific information.
 - Social distancing will be practiced as much as possible. Social distancing of 3 feet cannot be guaranteed at all times when students are in school.
 - Anyone eligible to get vaccinated is strongly encouraged to do so.
 - USD 383 reserves the right to revert back to the 2020/2021 Building Foundations for a Strong Reopening COVID-19 response plan if necessary. Contents of this plan are subject to change.
 - USD 383 will continue to use guidance from the Riley County Health Department, Kansas Department of Health and Environment, MHK Medical Task Force, and the Centers for Disease Control.

Section 1: Health Information

Manhattan-Ogden USD 383 has developed the following protocols in conjunction with the Riley County Health Department and the MHK Medical Task Force. We have used guidance from the Kansas Department of Health and Environment (KDHE) and the Centers for Disease Control (CDC).

- Please notify the school if your child has an illness. Please call the school directly. Do not contact your child's teacher. You will be asked what symptoms of illness your child is experiencing. USD 383 tracks and reports illness symptoms to the Riley County Health Department to help prevent the spread and outbreak of illness/disease. We do not share personal student information, only symptoms.
- Parents must keep their child home if the child is not feeling well.
- It is highly recommended that if your child has a temperature above 100 degrees and any other symptoms of illness that you keep them home.
- Fevers: students and adults may return to school when fever free for 24 hours WITHOUT the use of medication to lower the temperature.
- We ask that you provide a doctor's note if your child is ill and absent for more than **five** days.
- We ask that you provide updated records of immunizations and health conditions of your child to the school nurse.
- Students and staff must wash hands or use hand sanitizer upon entering and exiting the nurse's office.
- To limit student and staff exposure to illness, nurses will educate and train school staff on how to handle minor health issues in the classroom PRIOR to sending a student to the nurse's office, as well as guidelines for sending students that need nursing care.
- We ask that your child be picked up WITHIN one hour of notification that they are being sent home due to an illness. Please make sure that all contact information is correct in Infinite Campus and have various contacts available for the nurse.
- Nursing care that has risk of droplet spread will be done in an isolation area, and the nurse will wear proper protective equipment.

COVID-19 Specific Health Information

Symptoms of COVID-19

- Fever (100.4 or higher)
- Chills
- Muscle or body aches
- Headache
- Fatigue
- Sore Throat
- Lower respiratory illness (cough, shortness of breath, difficulty breathing)
- Diarrhea
- Loss of taste or smell
- Runny nose
- Congestion
- Nausea/vomiting

Procedures for a Confirmed Positive Case

- A person is considered to have COVID-19 if they have received a positive test. A case is considered infectious two days prior to the onset of symptoms through, at least, 10 days after the onset of symptoms. For cases that do not have symptoms, the infectious period is considered as two days prior to the date the test sample was collected through a minimum of 10 days from the date the test sample was collected. These individuals must remain in isolation until they have met the criteria to be released from isolation as established by KDHE or RCHD.
- When there is a confirmed positive case of COVID-19 in a school, the school and/or nurse will notify the USD 383 Communications Director and the RCHD to report and assist in the contact tracing process. The contact tracing process will guide the decisions of exclusions and building closures. The exclusions could affect one student, a cohort, classroom, or a building. Contact tracing and investigations in collaboration with RCHD could lead to building closure(s). The collaboration process with the local health department assesses factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community and other factors that will determine when the building should reopen. While the school building is closed, all school activities will be canceled or rescheduled, regardless of whether the activity was to take place in the building or another location, including athletics/activities. Families/students and employees will be encouraged to stay at home until more information is provided by the school or the health department.
- The school will work with the local health department to assess for close contacts within students and staff.
- Identities of all positive cases will not be named in any communications to the school community at large.
- RCHD, school nurses, and/or COVID Response Coordinators will contact families/students and employees if they are a person of concern related to a positively identified case and encourage cooperation with the school and the local health department to trace contacts.
- Given the nature of the pandemic, the school district will potentially make additional medical inquiries of staff and students than we otherwise would. If a family tells the school that a student (their child) is ill, the school will ask the parent whether the student is exhibiting any symptoms of COVID-19. If an employee calls in sick or appears ill, the school will inquire as to whether the employee is experiencing any COVID-19 symptoms.
- The district/school will notify the school community if there is a confirmed positive COVID-19 case in school. This notification will be done through the Infinite Campus email messenger.
- If a student is ill at school and leaves the building, siblings do NOT need to leave the school until we receive further clinical guidance.
- **Please contact your health care provider with a positive test result.**

Fully Vaccinated Students and Adults

To be considered fully vaccinated, a person has to receive both doses of the COVID-19 vaccine in a 2-dose series (Moderna, Pfizer) or receive one dose in a single-dose vaccine (Johnson & Johnson) AND wait two weeks after the final dose. The day of the 2nd or only dose is considered day 0. On day 14, a person is considered fully vaccinated. **Guidance provided by the Riley County Health Department and Kansas Department of Health and Environment.**

Quarantine

- Anyone who is fully vaccinated, who has received both doses of the COVID vaccine in a 2-dose series, or received one dose in a single-dose vaccine, will be exempt from quarantine unless they test positive for COVID or are symptomatic. (They must provide a copy of their vaccination record, or be verified through WebIZ).
- If a person is in between doses or in the two week waiting period after the final dose and exposed to COVID-19, they should continue to follow current guidance regarding exposure to someone with suspected or confirmed COVID-19.

Masking and Social Distancing

- Beginning November 1, 2021, masks optional at MHS West and East Campuses. Masks required at middle schools, elementary schools and early learning centers. Masks optional at USD 383 support buildings. ****See Pandemic Response Plan Addendum for specific details.**
- Please continue to practice social distancing as much as possible regardless of vaccination status.

Close Contact

- If a fully vaccinated person is considered a close contact of someone who has tested positive or is showing symptoms, there is no need to quarantine unless showing symptoms. If symptoms do arise, current guidance needs to be followed.
- If a person is within 3 feet for longer than 10 minutes, **regardless if they are wearing a mask or not, they will be considered a close contact.**
- If a person is within 6 feet for longer than 10 minutes and **NOT wearing a mask, they will be considered a close contact.**
- If a person is within 6 feet for longer than 10 minutes and **wearing a mask, they will NOT be considered a close contact.**
- If a person is within 3-6 feet and wearing a mask, they will be considered a close contact, but allowed to attend classes if they are monitored daily for symptoms by parent/guardian.

Refusal to Follow Expectations for Health Protocols

- To protect students and staff, health protocols have been developed and are expected to be followed. If a parent or student refuses to comply with district health expectations, schools will follow student discipline protocols up to and including suspension if necessary.

Unvaccinated/Not Fully Vaccinated Students and Adults

A person is considered to be unvaccinated if they have not received any of the doses of either the two-dose or one-dose vaccines. A person is considered not fully vaccinated if they are in between doses of a two-dose vaccine and/or in the two week waiting period after the final or only dose of either the two-dose or one-dose vaccine. **Guidance provided by the Riley County Health Department and Kansas Department of Health and Environment.**

Quarantine

- Students and adults who are not fully vaccinated and test positive must quarantine and may return to school after 10 calendar days have passed AND symptoms have not developed.
- Households contacts that are unvaccinated must quarantine for 20 days from the positive test date.

Masking and Social Distancing

- Beginning November 1, 2021, masks optional at MHS West and East Campuses. Masks required at middle schools, elementary schools and early learning centers. Masks optional at USD 383 support buildings. ****See Pandemic Response Plan Addendum for specific details.**
- Please continue to practice social distancing as much as possible regardless of vaccination status.

Close Contact

- If a person is unvaccinated or not fully vaccinated and is considered a close contact of someone who has tested positive or is showing symptoms, the unvaccinated person or not fully vaccinated person must quarantine.
- If a person is within 3 feet for longer than 10 minutes, **regardless if they are wearing a mask or not, they will be considered a close contact.**
- If a person is within 6 feet for longer than 10 minutes and **NOT wearing a mask, they will be considered a close contact.**
- If a person is within 6 feet for longer than 10 minutes and **wearing a mask, they will NOT be considered a close contact.**
- If a person is within 3-6 feet and wearing a mask, they will be considered a close contact, but allowed to attend classes if they are monitored daily for symptoms by parent/guardian.

Refusal to Follow Expectations for Health Protocols

- To protect students and staff, health protocols have been developed and are expected to be followed. If a parent or student refuses to comply with district health expectations, schools will follow student discipline protocols up to and including suspension if necessary.

Test Results

- Once a student or adult is excluded from the school environment, they may return if they satisfy the recommendations of KDHE or RCHD.
 - Untested: Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following conditions are met:
 - 10 calendar days have passed since the onset of symptoms AND
 - Fever free for 24 hours without the use of fever-reducing medication
 - Improvement of other symptoms.
 - Tested and Awaiting Results: Persons who are suspected of having COVID-19 and are awaiting test results should be isolated at home until test results are received. Upon notification of test results, the staff member or student should contact their supervisor or the school nurse (students).
 - Positive Test Results
 - Unvaccinated and vaccinated individuals may return when the following conditions are met:
 - 10 calendar days have passed since the onset of symptoms AND
 - Fever free for 24 hours without the use of fever-reducing medicine.
 - Other Students and Employees in the Household: If a student or staff member is excluded from school because of a positive COVID-19 test result, other students or employees who are not fully vaccinated living within the same household are considered a close contact and will be excluded mandatorily for a 20 day quarantine period which begins after the date of their last known exposure to the case. Asymptomatic household close contacts may PCR test on day 16 with a return to school on day 17.
 - Travel-Related Quarantine: If an unvaccinated student or employee has recently traveled from a location on the KDHE Travel-Related Quarantine List the student or employee is subject to a mandatory 10 day quarantine starting from the day following their return to Kansas.

COVID-19 Vaccination

- Everyone ages 12 and up are strongly encouraged to get vaccinated.
- If a vaccine for children younger than 12 becomes available, USD 383 strongly encourages children to be vaccinated.
- There are several ways to look for vaccination providers in the United States.
 - Visit [Vaccines.gov](https://www.vaccines.gov) to find vaccination providers. In some states, information may be limited while more U.S. vaccination providers and pharmacies are being added.
 - Text a ZIP code to 438829 or call 1-800-232-0233 to find vaccine locations in the United States.
 - Contact the Riley County Health Department at 785-565-6560 to schedule an appointment.
 - Check local pharmacy websites to see if vaccination appointments are available. Find out which pharmacies are participating in the Federal Retail Pharmacy Program.

Data Dashboard

- USD 383 publishes a weekly Data Dashboard each Wednesday afternoon, if data is available from the Riley County Health Department. The Data Dashboard can be found on the district website – www.usd383.org/datadashboard an example of the Data Dashboard can found in the Additional Resources section of the Pandemic Plan.
- USD 383's response to COVID-19 includes ongoing data analysis, consultation with local medical providers, and a layered approach that allows prevention strategies to be added or removed as conditions change within our schools and community. The data dashboard now includes vaccination rate, as well as previously reported indicators from Riley County Health Department and USD 383.

Mask Requirements

- Beginning **November 1, 2021**, masks optional at MHS West and East Campuses. Masks required at middle schools, elementary schools and early learning centers. Masks optional at USD 383 support buildings. **See Pandemic Response Plan Addendum for specific details.
 - Middle school, elementary school and early learning center students and staff are required to wear an appropriate mask. Staff will work on a case-by-case basis with individuals unable to wear a mask (see mask exception form).
 - Masks do not need to be worn when outside, while eating, or during designated mask breaks.
 - Mask must cover mouth and nose at all times.
 - Masks must be made of a tightly woven fabric, such as a cotton/cotton blend. Masks should also be two or three layers of tightly woven fabrics that do not let light pass through when held up to a light source.
 - The USD 383 Board of Education will re-evaluate the mask requirement for all students and staff. The Board of Education will look at local statistics and discuss in partnership with the MHK Medical Task Force and Riley County Health Department.

Section 2: COVID-19 Testing

- USD 383 is participating in the Kansas Department of Health and Environment's School Testing Program. The purpose of the program is to support safe, in-person instruction in schools. A robust COVID-19 testing and vaccine strategy can provide another layer of prevention to protect students, teachers, and staff and slow the spread of COVID-19.
- Testing will be administered by a USD 383 school nurse or COVID Response Coordinator. Testing could occur in the school building, directly outside of the school building, or in a vehicle. Written parental consent will be required for students under the age of 18 before any testing takes place.
- Strategy 1: Test to Know - USD 383 will have testing equipment available to provide rapid COVID-19 testing to students and staff who become symptomatic during the school day.
- Strategy 2: Test to Stay and Learn - USD 383 will have testing equipment available to provide PCR testing to students and staff who have been a close contact of a positive person and have been in quarantine. We will test on or after day 6 of quarantine (day 16 if a household contact). If PCR test is negative and there are no symptoms, individuals may return to school/work.
- Strategy 3: Test to Stay, Play and Participate - USD 383 will have testing equipment available to provide rapid COVID-19 testing for students and adults who participate in activities or athletics if an outbreak occurs.** dependent upon nurse and testing availability
- MHS Students
 - Unvaccinated students who are close contacts and not having symptoms may PCR test at day 6, with a possible return to school at day 7. Testing will be done with an appointment made through the school nurse or COVID Response Coordinator. Testing can be done in a vehicle or outside of school building. PCR testing will not be done inside of the school or school nurse office.
 - At this time, we will only be testing close contacts from school and household contacts (** this could change due to staffing and test availability).
 - At this time, daily testing to stay at school if a close contact will not be available to students (** this could change due to staffing and test availability).
 - Fully vaccinated students will not be considered a close contact of someone who has tested positive and will not have to quarantine, unless they are showing symptoms. Masking is recommended for 10 days if identified as a fully vaccinated close contact.
- Middle School/Elementary School/Early Learning Center Students
 - If a student is a close contact of a positive case at school and is not symptomatic, that person can take a rapid COVID test each morning at school for 7 days. The test takes approximately 20 minutes to perform and receive the results. If the test is negative, the student can remain at school that day. If positive, the student must leave the building and begin to isolate. **Parents will be called to pick up the student immediately from school.** Daily testing can be done inside the school, in a vehicle or outside of the building.
 - If a student is a household contact of a positive case and is not symptomatic, that student can take a PCR test at day 6. If negative, that student can return to school at day 7 or later. That student will need to daily rapid test with the school nurse until what would have been day 16 of their quarantine. If positive, that student would need to begin a 10 day isolation. Testing will be done with an appointment made through the school nurse or COVID Response Coordinator. Testing can be done in a vehicle or outside of school building. PCR testing will not be done inside of the school or school nurse office.
 - At this time, we will only be testing close contacts from school or a household contact (** this could change due to staffing and test availability).
 - If a person is a close contact of a positive case and is symptomatic, that person will need to be tested and will be excluded from school.

Section 3: Teaching and Learning

Instructional Expectations

- A hybrid learning option (that schools utilized last school year) is not an option for any Kansas school district this year.
- A remote learning option (that schools utilized last school year) will not be available for any Kansas student this school year.
- Kansas House Bill 2134 that was passed by the Kansas Legislature this year states that no school district, beginning in school year 2022, shall provide or offer more than 40 hours of remote learning to any student enrolled in the school district.
- When a student is out of school for a quarantine, their teacher may:
 - Provide paper copies of assignments (picked up in the office, sent home with sibling, etc.)
 - Upload assignments to the Learning Management System (Canvas)
- Parents/Guardians must keep the school informed of COVID positive results and/or quarantines. Please call your child's school. Do not contact your child's teacher(s).
- Absences due to COVID-19 quarantine/isolation will be considered an excused absence as long as the parent/guardian keeps the school informed.
- Expectations for students in quarantine due to being a close contact or a positive COVID case have changed due to requirements at the state level. School districts are only allowed to provide 40 hours of remote services per year per student.
- If the educator is using the iPad regularly in the classroom and it would be beneficial for a quarantined/isolated student to access CANVAS, the iPad can go home with the student. This will be work on the iPad, not live instruction (daily check in not required).
- For K-3 classrooms, a charge and block can be checked out from the school library to be sent home with the iPad.
- For students taking technology home, verify if student has access to WIFI. If not, a hot spot can be checked out from the school library.
- Educators may send home missed work, textbooks, assignments, etc as they would in previous years for students who are ill. This applies to special education services as well.
- Schools will limit large student, parent, and school community gatherings, specifically assemblies. Schools will offer virtual alternates when available or take appropriate mitigation steps when holding live events.

Multi-Tiered System of Support (MTSS)

- Educators will work proactively to support students' learning needs based on screening data gathered from Formative Assessment System for Teachers (FAST).
 - Universal screening assessments from FAST are administered to all students three times per year to identify which students are potentially in need of educational supports and enhancements.
 - Progress monitoring from FAST and other assessments are given to students receiving intervention support. Some are administered weekly or every other week. This data provides a reliable and valid measure of students' growth in a particular skill area.
 - ALL students can learn and achieve when appropriate resources and supports are accessible from any setting.
 - Strong administrative and educator commitment to student growth ensures clarity around math, literacy and social/emotional protocols, lessons, and use of time and resources.
 - Educators, families and students share the common goal of improving instruction, outcomes and building capacity for our students.
- Scientific, research-based core instructional models and intervention programs are the foundation of student success.
 - Our materials, approaches, and strategies are proven to have a high probability of success when implemented and followed with fidelity.
- MTSS gives various levels of support: Beyond the core curriculum, educators match students' instruction and support to the level and intensity of their need. The levels of support provided to students are based on increasing level of student needs, which is organized through a tiered framework:
 - Tier 1 is whole class core instruction for all students.
 - Tier 2 is whole class core instruction + additional targeted instruction (sometimes in a small group setting).
 - Tier 3 is whole class core instruction + additional targeted instruction + intensive intervention (sometimes in a one-on-one setting).
- USD 383 protocols and data meetings are used to make decisions to support students on a continuum of needs.
- The uniqueness of every student is respected, with recognition that each individual is influenced by the academic, social-emotional, economic, cultural, and other factors within their lives.

Social-Emotional Learning

- USD 383 integrates social and emotional growth with character development and civic engagement so that students will learn, practice and model essential personal life habits that contribute to academic, social-emotional and post-secondary success. It is learning to be caring and civil, to make healthy decisions, to problem solve effectively, to value excellence, to be respectful and responsible, to be good citizens and to be empathetic and ethical individuals. Our district will continue to support students as identified through social and emotional screenings. All children will receive regular instruction within their class.
- If a student needs additional supports beyond what can be offered in a whole class setting or large group virtual meeting, the student may meet with an alternative support staff such as a school social worker, school psychologist, or counselor.
- For on-site services, students may meet with assigned staff in a learning space. Staff will be expected to encourage social distancing and set up their environments to minimize risk to all involved.
- Parents will receive notification of additional supports being recommended for their child.
- If a parent or guardian has concerns about the social/emotional well-being of their student, please reach out to the building principal or school social worker for additional information on available supports.

Special Education

- For the 2021-2022 school year, education teams will fully implement Individual Education Plans for students. If the instructional delivery model changes, teams will communicate with families to discuss special education services. Amendments to IEPs might be required. If the district is mandated to change in response to health concerns, service changes are considered temporary and services that are written in the original IEP will resume once normal operations return. Special education teams will provide a Prior Written Notice and Amendment when there is a change in service. No additional notices will be provided when school resumes as normal.
- Programs that deliver more intensive supports (hand-over-hand instruction, medical interventions, etc.) will continue to follow additional health and safety precautions. This will include frequent cleaning of surfaces, handwashing/sanitizing procedures for students and staff, and collaboration with district custodial teams for increased focus on sanitation procedures.
- Our district will continue to focus on the safety, health, and welfare of students and staff; providing FAPE (Free Appropriate Public Education) to students as best we can; documenting all efforts to demonstrate a good faith effort; all while approaching families with compassion and collaboration.

Section 4: Maintaining Healthy Operations

Routine cleaning is the everyday cleaning practices that businesses and communities normally use to maintain a healthy environment. Surfaces frequently touched by multiple people, such as door handles, bathroom surfaces, and handrails, should be cleaned with soap and water or another detergent at least daily when facilities are in use. More frequent cleaning and disinfection may be required based on level of use.

All USD 383 families, students, and guests will practice behaviors that reduce the spread of the virus within the learning environment and throughout the district grounds and facilities. These practices include:

- Students and staff will be expected to have their temperature checked prior to coming to school by a parent/guardian or caretaker.
- Personal daily health assessment prior to entering the school environment.
- Frequent handwashing. Hand sanitation may occur with soap and water or use of personal or school-provided hand sanitizer at provided stations.
- Social distancing will be practiced as much as possible.
 - Social distancing of 3 feet cannot be guaranteed at all times when students are in school.
- Physical contact such as high-fives, shaking hands, or hugging should be avoided.
- USD 383 will be increasing the amount of outside air ventilation introduced to its facilities, schedule more frequent air exchanges and turnovers, and change air filters with greater frequency.

Athletics and Activities

- Manhattan-Ogden USD 383 staff and students will follow guidelines from the Kansas State High School Activities Association (KSHSAA), Kansas Department of Health and Environment (KDHE), and the Centers for Disease Control and Prevention (CDC).
 - Follow all safety and prevention protocols practiced in school.
 - Anyone involved in a school activity should screen daily for COVID-19 signs and symptoms.
 - Coaches/sponsors are required to do a temperature check of every student prior to departure of the bus for an away game.
 - Engage in individual work to maintain as much social distancing as possible.
 - Limit the length of time athletes are face-to-face as much as possible.
 - Maintain at least 3 feet of distancing when not engaged in activities.
 - Consider smaller group practices or stagger the number of students present at one time.
 - Avoid/limit shared equipment/gear.
 - Locker rooms should not be overcrowded. Consider smaller groups or staggered use.
 - An open line of communication will be maintained between school administration, coaches, sponsors, and medical personnel which includes but is not limited to athletic trainers, school nurses, and doctors.
 - Schools competing against one another will need to be willing to share information regarding potential positive cases and exposures.
 - There will be no travel to states that are listed on the KDHE Travel & Exposure Related Isolation/Quarantine website.
 - Social distancing should be maintained when possible during travel.
 - Athletes should sit in assigned seats on buses to assist with contact tracing if needed. Per federal mandate, all riders in any USD 383 vehicles must wear a mask.
 - See Athletic/Activities COVID-19 Guidelines in appendix.
- At this time, the Kansas Department of Health and Environment states that everyone who has been in attendance at any mass gathering in-state or out-of-state of 500 or more where individuals do not socially distance (6 feet) and wear a mask must follow quarantine guidelines. Individuals who are fully vaccinated (at least 2 weeks following the receipt of the second dose in a 2-dose series, or at least 2 weeks following receipt of one dose of a single-dose vaccine) and have remained symptom free are not required to quarantine.
- Please refer to the KDHE Travel and Exposure Related Isolation/Quarantine webpage for up to date information.

Cafeteria/Snacks

- No outside guests will be allowed in the cafeteria.
- Students may bring in their own lunch. School meals are free for all students for the 2021/2022 school year.
 - If a student forgets their lunch, a parent/guardian may bring the lunch to the office.
- Reference school handbook for more information about food being brought in for student lunches.
- Outside food (birthday treats, snacks for class, etc.) must be store bought, prepackaged, and individually wrapped.

Child Nutrition

- The Child Nutrition program will build upon the already high standards of food safety and sanitation in the kitchens and cafeteria, utilizing industry best practices and enhanced cleaning protocols. Continuation and adaptation of meal service in some form will remain a priority with adjustments made to support the health and wellbeing of our students as well as any local health orders. When possible, students will proceed to the cafeteria to get meals. Students will be reminded to wash their hands prior to entering the cafeteria/commons. Hand sanitizer stations will also be available near the cafeteria/commons for hand sanitizing before and after lunch. Students will be expected to practice social distancing while in line as much as feasible.
- Administrators will work with child nutrition staff to increase the number of lunch periods to minimize the number of students in the cafeteria at any time. Additionally, creative seating will be utilized to the extent possible. The design of each school cafeteria or commons will dictate the opportunities for seating modifications. Students will be reminded they may not share food during lunch. When weather and supervision permit, eating outdoors will be encouraged.
- Point of sale will look different at the various school levels and will be contactless when possible. Exchange of cash money between students and staff at any level at the point of sale will not be permitted during mealtime. Online payments are encouraged.
- School meals are free for all in-person learners for the 2021/2022 school year.

Classroom Layouts

- Staff will maintain seating charts for use in contact tracing.
- When physical environment permits, students will sit facing the same direction.
- Staff will utilize outdoor spaces for instructional purposes when possible.
- Plexiglass dividers are available for use.

Custodial Procedures

- The district is following guidelines from the CDC and RCHD to define best practices for cleaning. The main disinfectant used is ReJuvNal. It is an EPA listed disinfectant effective against COVID-19. Sanitation efforts will also include the use of an electrostatic spray using a combination of Clorox 360 and PurTabs disinfectants. Both PurTabs and Clorox 360 disinfectants are listed as effective against COVID-19 by the EPA.
- With the COVID-19 epidemic, we will have enhanced protocol to include hourly sanitization of frequently touched surfaces throughout our buildings and after-hours sanitization of all areas of the building using the ReJuvNal product. Electrostatic spraying will also be used in the event of a positive case of COVID-19 within a building. We will also be checking and refilling hand sanitization stations throughout the building as necessary.
- To limit the potential for irritation of students and staff, most enhanced cleaning efforts will take place when there are no occupants in the spaces, primarily after school. Enhanced cleaning of common areas will occur at the end of each day when the buildings are primarily empty.
- Building staff will also have access to cleaning supplies. Contact building custodian to access these materials as needed.
- No homemade cleaning products will be allowed in buildings.

Hand Sanitizer

- Hand sanitizer stations will be available in various locations throughout schools/buildings for frequent use by students and staff. These locations include near offices, cafeterias, gymnasiums, playground doors, and entryways. The placement of hand sanitizer in these areas is based on high traffic/use areas. In addition, sanitizing stations will be available in each classroom. Frequent handwashing with soap and water will be encouraged. Students and staff are encouraged to utilize their own personal hand sanitizer brought from home. If a student is unable to use hand sanitizer, they will be encouraged to wash their hands as necessary.

Playgrounds/Recess

- Students and staff do not need to wear masks for recess.
- Students and staff should wash or sanitize hands before and after recess.
- Students may use playground equipment.

Social Distancing

- Social distancing will be encouraged. This could include, in addition to the recommendation of 3 feet of separation when possible, limiting movement throughout an area of the school building or reducing the size of cohort groups. In addition, there could be greater restrictions associated with group work, athletics, activities, staff, and/or student interactions.
- Social distancing of 3 ft cannot be guaranteed at all times when students are in school.

Technology

- Educators will prepare to incorporate activities that help familiarize students with the technology devices and programs they will utilize. iPads provided to students will also be used in the classroom, to support the curriculum. Teachers will consider meaningful integration of technology tools during daily instruction to facilitate learning and provide students with opportunities to become familiar with the features of online programs and technology devices.
- Students will be taught how to maintain their devices, provided guidelines for basic device function, internet safety, as well as problem-solving techniques that can be utilized if the student has technology difficulties.
- Educators will evaluate the use of technologies and lessons learned during hybrid and remote learning to provide a plan for tablet use during the 2021-22 school year. Please contact the Information Technology support helpline at 785-587-2077 if there are questions on the devices or connectivity to the internet.

Travel

- Employees and families are expected to follow KDHE travel and exposure guidelines.

Transportation

- By Federal mandate (Executive Order No. 13998 – Promoting COVID-19 Safety in Domestic and International Travel), all passengers and drivers must wear a mask on school buses, including on buses operated by public and private school systems. A driver does not need to wear a mask if they are the only person on the bus.
 - An exemption to the federal mask orders states, “A person for whom wearing a mask would create a risk to workplace health, safety or job duty as determined by the relevant workplace safety guidelines or federal regulations...” The Kansas State Department of Education believe this exemption would apply to a school bus driver while physically driving the bus. This does not include the time when the bus is parked or not moving due to loading or unloading students, during these times the bus driver should be wearing a mask.
 - The order states that transportation operators must use their best efforts to ensure everyone on board is wearing a face mask, which includes boarding only those wearing a mask, instructing passengers that not wearing a mask is in violation of federal law, disembarking any persons not wearing a mask, and providing persons with prominent and adequate notice to facilitate awareness of the order.
 - The mask mandate also does not apply to anyone under the age of two, a person with a disability who cannot wear a mask or cannot safely wear a mask because of the disability as defined by the Americans with Disabilities Act, and a person for whom wearing a mask would create risk to workplace health, safety or job duty as determined by the relevant workplace safety guidelines or federal regulations.
- Students and staff will be expected to have their temperature checked prior to getting on a bus by a parent/guardian or caretaker.
- Students should conduct a personal health assessment prior to riding each day.
- School buses will be sanitized by drivers between 1st and 2nd morning and afternoon routes and at the end of the day. Each bus will be cleaned weekly with an electrostatic sprayer. Social distancing will only occur on buses and vans as possible. Most student transportation routes will not allow for social distancing. There will be a maximum of two students per seat. Seating charts will be utilized for all students and there will be assigned seats for all riders. Siblings who ride the bus together will be seated next to each other. Students will load the bus from back to the front. Students will exit the bus from the front to the back. Students must be registered for transportation and guest riders will not be permitted until further notice. Windows will be open on buses (when temperatures allow) to increase air circulation.
- Students will sanitize hands before entering the bus. Hand sanitizer will be provided.
- The district will work individually with highly medically fragile students to determine plans for the most appropriate transportation.
- Bus and van drivers will conduct a personal health assessment before reporting to work and transporting students each day. Students, drivers, and monitors will be expected to wear a mask.
- Bus modifications of any kind are not allowed by state law. This includes installing Plexiglass partitions between the driver and students and between individual student seats.
- Drivers will maintain an accurate seating chart for contact tracing.

Visitor Access to Buildings

- USD 383 values and appreciates parent participation. Our priority in planning is keeping our environments for students and staff as safe as possible. This will require us to limit who is allowed in our buildings. Schools can begin to allow a limited number of volunteers into the building.

Section 5: Human Resources

- All USD 383 positions are “in-person” positions. No one should be working remotely (except for Manhattan Virtual Academy employees).
- Any staff member who may have concerns about their work conditions because of their health should contact the Human Resources Offices and access the ADA form.
- Families First Coronavirus Response Act (FFCRA)
 - FFCRA benefits expired on December 31, 2020. USD 383 continued some of these benefits through the end of the 2020-2021 school year.
 - This year, employees dealing with COVID positives/quarantines will have to use their own sick leave.
 - Employees are responsible for notifying their supervisor of illness and/or quarantines.
 - People who are fully vaccinated will not need to quarantine unless they test positive for COVID or are symptomatic.
 - Staff should be prepared to show proof of vaccination.
- Masks
 - Beginning **November 1, 2021**, masks optional at MHS West and East Campuses. Masks required at middle schools, elementary schools and early learning centers. Masks optional at USD 383 support buildings. **See Pandemic Response Plan Addendum for specific details.
 - Masks are not required for outdoor activities.
- Social Distancing
 - Please continue to practice social distancing as much as possible.
 - Seating charts will still need to be kept and updated regularly for classrooms and buses.

Section 6: Additional Information

- General Guidelines for Athletics and Activities
 - ANYONE feeling sick should stay home and contact their healthcare provider. Participating while symptomatic could potentially jeopardize the entire activities program in their school and other schools for an extended period of time.
 - Maintain social distance of 6 feet as best able.
 - Cover your mouth and nose when coughing or sneezing with a tissue or cough/sneeze into your elbow.
 - Student/athletes will be required to bring their own water bottles to practice and games.
 - Frequent hand washing for 20 seconds with soap and water or using hand sanitizer with minimum of 60% alcohol.
 - Keep hands away from your face/mouth/eyes
 - Participants are encouraged to shower, change, and launder their game uniform as soon as possible after an activity.
 - Any person reporting or exhibiting COVID-19 signs or symptoms without other obvious explanations should not be allowed to take part in any school activity and should be immediately sent home and instructed to contact their healthcare provider.
 - When traveling, temperature checks will occur prior to departure of the bus to any away game.
 - Traveling to and from a game, students will be required to wear a mask at all times on the bus.
 - Buses will not stop at restaurants after the conclusion of any game. This will help us minimize exposure. The parent group if preparing snacks are encouraged to put snacks in individual zip lock bags for each student/athlete and coach.
 - All competitions/scheduling is subject to change during season due to state and /or county health guidelines/concerns.
- Outdoor Athletics/Activities
 - Follow the general guidelines listed above
- Indoor Athletics/Activities
 - Follow the general guidelines listed above. Must follow all health and safety mandates at the venues activities/athletics are traveling to.
 - Wear a mask at all times while inside. This includes all individuals whether vaccinated or not from student/athletes, coaches, administration, game workers, media and spectators.
- End of Game considerations
 - In lieu of handshakes, please develop and utilize an appropriate sign of respect and sportsmanship that does not include handshakes or other physical contact; suggestions include head nod, chest thump, salute, etc.

- Concessions
 - Only bottle drinks and pre-packaged items.
 - Hand sanitizer will be available on the counter for use.
 - Counters will be cleaned often by staff with disinfectant solution.
 - Spectators are expected to use social distancing while waiting in line.
- Media
 - Will be expect to demonstrate social distancing at all times with players/coaching staff, as well as, essential workers in the press box and field of play.
- Crowd size/limits consideration
 - Spectators are expected to observe and continue to follow basic guidelines to not only keep yourself safe but others around you at all games sponsored by Manhattan High.
 - Hand sanitizer at the stadium will be available for your use.
 - Maintain social distancing where applicable.
 - Only essential personnel will be allowed on the playing field/court during or after game.
 - Spectators are to sit in pods with family members only or small pods that they have arrived at the ballgame during indoor games/activities.
 - **We will make adjustments at any time during the season determined by Riley County Health Department guidelines.**

Manhattan High administration appreciates your help in keeping a safe environment for all of those that may attend and participate in these events.

Mike Marsh

AD-Manhattan High



**Face Mask Exemption Form
Manhattan-Ogden USD 383
2021-2022 school year**

This form **MUST** be signed by a healthcare provider (MD, DO, PA, APRN) **AND** parent (if the individual is a student) and received by the school office before the start of the school year.

NAME of STUDENT: _____

GRADE/SCHOOL: _____

NAME of EMPLOYEE: _____

SCHOOL/DEPARTMENT/BUILDING: _____

My patient, _____, should be exempted from wearing a face mask at school/work.

Reason for exemption: _____

Printed Name of Physician/Provider: _____

Signature of Physician/Provider: _____

Date: _____

To be signed by parent/guardian **IF** the patient is a student. I hereby authorize Manhattan-Ogden USD 383 to exchange information regarding this request with the above name physician.

Printed Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____

Date: _____

August 10, 2021

Updated Guidance for Riley County COVID-19 Response

- RCHD will still follow the 10 day isolation with at least 72 hours of symptom improvement for all COVID-19 positive individuals, and 10 or 20 day quarantine timelines.
- RCHD will use the test/collection date to establish timelines for isolation and quarantine for positive cases and close contacts. This will be done when the positive patient is asymptomatic, they are hesitant to say when they started symptoms, they cannot remember when symptoms started, or the symptom onset was more than 4 days prior to testing. Close contacts will still be determined 48 hours within symptom onset OR test date. **(RCHD will have final say on timelines, isolation and quarantine dates,** unless a MOU is in place for contact tracing, ex. LaFene, Ft. Riley)
- RCHD will allow concurrent Quarantine timelines, if they meet specific criteria **after** the initial Disease Investigation is completed by the RCHD Contact Tracing team.
- School Age students grade 7-12, and any adults will be allowed to isolate separately in a home if they have access to a separate bedroom and bathroom and share No common spaces. (I.e. hallways or living rooms, kitchens, bathroom, etc.)
- There is no double cleaning of spaces that may be common, the person isolating must truly be isolated, and have an outside exit to the residence or basement.
- Any In-home licensed Childcare providers will not be allowed to run concurrent timelines (No exceptions)
- Anyone who is fully vaccinated, who has received **both doses** of the COVID vaccine in a 2-dose series, or receipt of **one dose** in a single-dose vaccine, will be exempt from quarantine unless they test positive for COVID or are symptomatic. **If they are symptomatic and test negative** on a rapid PCR or antigen test, **it should be followed up with a PCR sent out to a lab.** (They must provide a copy of their vaccination record, or be verified through Web1z) The day of the 2nd dose is considered day 0, they will be considered to have immunity 2 weeks after the second dose on day 14. There is currently no time limit on how long fully vaccinated persons are considered immune. They must remain asymptomatic since the current COVID-19 exposure, beginning with day 14.
- It is recommended by the CDC that fully vaccinated individuals get tested via PCR or antigen test **3 to 5 days** after exposure to a suspected or confirmed case of COVID-19 even if they do not have symptoms. They do not need to quarantine, but should mask while in a public indoor setting for 14 days after the exposure.

- Persons who do not meet both of the above criteria, (fully vaccinated and remain asymptomatic) should could continue to follow current guidance after exposure to someone with suspected or confirmed COVID-19.
- Anyone who **has previously tested positive** for COVID-19 and are within 6 months of their end of isolation date and **remain asymptomatic** will be exempt from quarantine. (A verified lab result must be provided by the individual to the RCHD if they tested positive outside of Riley County and we do not have access to their lab results.)
- **K - 12 School close contacts**: If students are within 3 feet for longer than 10 minutes, regardless if they are wearing masks or not, they will be considered a close contact. If they are within 6 feet for longer than 10 minutes and NOT wearing a mask, they will be considered a close contact. If they are within 6 feet for longer than 10 minutes and wearing a mask, they will NOT be considered a close contact. If the student is within 3-6 feet but wearing a mask, they will be considered a close contact, but allowed to attend classes if they are monitored daily for symptoms. If they become symptomatic they will be required to quarantine at home, and should get tested. Exceptions to this rule are: when students are at lunch, in sports, or special classrooms where students do not wear masks due to their disabilities.
- **Variant of Concern (VOC)**: Unvaccinated close contacts of an individual testing positive for a confirmed VOC will be required to quarantine for 10 days from the date of last exposure. All vaccinated individuals will not be required to quarantine, unless they become symptomatic, however are strongly encouraged to wear a mask and monitor for symptoms for 10 days from the date of last exposure.
- **As an exception to the above guidance**, vaccinated inpatients and residents in healthcare settings should continue to quarantine following an exposure to someone with suspected or confirmed COVID-19; outpatients should be cared for using appropriate transmission-based precautions. This exception is due to the unknown vaccine effectiveness in this population, the higher risk of severe disease and death, and challenges with social distancing in healthcare settings.
- If the exposed person becomes symptomatic, they should be tested via PCR or antigen test. If they had natural disease recently, meaning they had COVID-19 disease in the last few months, an antigen test within the first 5 to 7 days from symptom onset (depending on the EUA for the test they are using) is preferred. Receiving the vaccine does not affect the results of a PCR or antigen test, only an antibody test.



- All healthcare, emergency essential or critical infrastructure employees who test positive for COVID-19 are required to isolate, no exceptions. They **may not** continue to report to the workplace setting until released from isolation.
- The RCHD is following the CDC recommendation for fully vaccinated individuals to wear a mask in public indoor settings in areas of **substantial or high transmission**. If you are not fully vaccinated and aged 2 or older, you should wear a mask in indoor public settings. The RCHD also will follow the recommendation of universal indoor masking for all teachers, staff, students, and visitors to schools, regardless of vaccination status.

*If there is ever a question as to an exemption from quarantine, please seek guidance immediately from the Public Health Preparedness Coordinator, Renee Lucas, blucas@rileycountyks.gov or 785-776-4779, ext 7633.

A handwritten signature in blue ink, appearing to read "Julie Gibbs".

Julie Gibbs, MPH
Administrative Director and Local Health Officer

Links

Riley County Health Department (RCHD) - <https://www.rileycountyks.gov/286/Health-Department>

Kansas Department of Health and Environment (KDHE) - <https://www.kdheks.gov/>

Kansas State Department of Education (KSDE) - <https://www.ksde.org/>

Centers of Disease Control and Prevention (CDC) - <https://www.cdc.gov/>