Back to School Reopening Plans

2020-2021 SCHOOL YEAR

FRIDAY, JULY 17, 2020 EDITION
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**HOW TO USE THIS DOCUMENT**

This booklet includes all the current information about the OASD’s health, safety, and wellbeing guidelines for the start of the 2020-21 school year. The information and recommendations from the Centers for Disease Control (CDC), the Department of Health Services (DHS), the Waukesha County Public Health Department, and the Wisconsin Department of Public Instruction (DPI) are continually changing. As a result, this document will be regularly updated as information and guidelines change. The issue date will be included on the cover, and the newest edition will be posted at [www.oasd.org/LearningHub](http://www.oasd.org/LearningHub).
SUPERINTENDENT’S WELCOME MESSAGE

Dear OASD Families,

This plan document represents the culmination of nearly two months of engagement, planning, feedback, and revision. Arriving at the three fall return options presented here involved a process of a strong collaboration between the School Board and the administrative team and was based on a high degree of family input. I am pleased to say that the options reflect what our community told us. I am also pleased that OASD’s plan is flexible, with options intended to meet all families’ needs.

This plan is also very agile. It was designed to be nimble enough to shift strategies on short notice, if necessary, based on changing health conditions. The District will monitor our local health conditions for the remainder of the summer weeks and continue to do so after school has started.

As we head closer to the fall, the one thing we can count on is that there will be continued uncertainty. Please know that we remain committed to doing whatever it takes to work through the uncertainty and provide students, staff, and families with the emotional support they need. Thank you for your support! In this unprecedented time, it is good to be in Oconomowoc.

All the Best,

Roger J. Rindo, Ed.D.
Superintendent

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Declaracion de Traduccion: Estamos trabajando diligentemente para traducir nuestros documentos al español. Por favor comuníquese con la escuela de su hijo para aclaración. Si todavía necesitas aclaración, por favor comuníquese con Translate@oasd.org.

Nondiscrimination: The Oconomowoc Area School District provides assurance that no student is discriminated against because of the student’s sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.
PLANNING FOR OUR RETURN TO SCHOOL

The Oconomowoc Area School District School Board and Administration have been working together for several months to plan for school in the fall. Our priorities are to provide the best possible learning situation in the safest manner possible and do so in a way that responds to the varied needs and desires of our school community.

Between June 12-19, OASD families and staff completed a fall back to school preference survey to help us evaluate several school return scenarios. The School Board and Administration discussed the results of those surveys, the current state and county health guidelines, and recommendations released by the Department of Public Instruction at their June 16 and June 22 meetings.

At their June 22 meeting, the Board agreed that additional planning time and discussion were needed about students returning to school in fall. As a result, the Board and Administration continued to discuss the fall 2020 return scenarios and survey results at a Special Board Workshop on June 30.

JUNE OASD FAMILY AND STAFF SURVEY RESULTS

Results of the family and staff preference surveys provided critical information to help the School Board and Administration reach their decision. The total number of responses from OASD families totaled 3,048, with most families preferring a face-to-face return, with an overall rate of 72.8%. A breakdown of results by grade-levels is below:

### Family Survey Results

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>N</th>
<th>Face-to-Face</th>
<th>Physically Distanced Model</th>
<th>Fully Virtual</th>
</tr>
</thead>
<tbody>
<tr>
<td>4K-G4</td>
<td>1319</td>
<td>76.6</td>
<td>17.1</td>
<td>6.4</td>
</tr>
<tr>
<td>G5-6</td>
<td>419</td>
<td>71.8</td>
<td>18.4</td>
<td>9.8</td>
</tr>
<tr>
<td>G7-8</td>
<td>408</td>
<td>70.3</td>
<td>21.3</td>
<td>8.3</td>
</tr>
<tr>
<td>G9-12</td>
<td>902</td>
<td>73.7</td>
<td>20.2</td>
<td>6.1</td>
</tr>
<tr>
<td>TOTALS</td>
<td>3048</td>
<td>72.8</td>
<td>19.3</td>
<td>7.4</td>
</tr>
</tbody>
</table>
Most staff members surveyed also prefer a face-to-face return. However, when data is split by grade-level, there are several groups for which the face-to-face majority is slim, and one teaching group is split across all three learning scenarios. Results indicate that staff is concerned about their risk of COVID-19. The survey also reflects their concern about the effectiveness of hybrid or virtual models compared to face-to-face instruction. The preference breakdown of the results for all staff, by grade level, is below:

### Staff Survey Results

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>N</th>
<th>Face-to-Face</th>
<th>Physically Distanced Model</th>
<th>Fully Virtual</th>
</tr>
</thead>
<tbody>
<tr>
<td>4K-G4</td>
<td>151</td>
<td>72.0</td>
<td>17.4</td>
<td>10.6</td>
</tr>
<tr>
<td>G5-6</td>
<td>42</td>
<td>56.8</td>
<td>18.9</td>
<td>24.3</td>
</tr>
<tr>
<td>G7-8</td>
<td>46</td>
<td>36.6</td>
<td>25.3</td>
<td>34.1</td>
</tr>
<tr>
<td>G9-12</td>
<td>100</td>
<td>52.8</td>
<td>31.5</td>
<td>15.7</td>
</tr>
</tbody>
</table>

### JULY OASD FAMILY PREFERENCE PRELIMINARY SURVEY RESULTS

At their June 30 meeting, the OASD School Board approved three learning options that families could select for returning to school in the fall. On July 9, the Board and Administration provided a learning preference survey to all OASD families. The learning preference survey was designed to help the School Board and Administration attain a preliminary understanding that many families consider each learning option. Parent input is important and helps guide the District’s decision-making to prepare for the start of the 2020-21 school year. OASD Families will be asked to confirm a final learning option selection for each of their children during the Online Registration process July 20-August 6, 2020.

### OASD Family Preference Preliminary Survey Results

<table>
<thead>
<tr>
<th>Learning Level</th>
<th>N</th>
<th>Face-to-Face</th>
<th>Ocon Virtual Learning Community</th>
<th>Physically Distanced Learning Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary Schools</td>
<td>1,320</td>
<td>83.1</td>
<td>8.6</td>
<td>8.3</td>
</tr>
<tr>
<td>Intermediate Schools</td>
<td>866</td>
<td>80.4</td>
<td>14.8</td>
<td>4.8</td>
</tr>
<tr>
<td>High School</td>
<td>1,033</td>
<td>86.2</td>
<td>12.6</td>
<td>1.3</td>
</tr>
</tbody>
</table>
OASD FALL 2020 RETURN TO SCHOOL PLAN

At their June 30 meeting, the Board approved three learning options that families can select for the return to school in fall:

- Face-to-face learning in the traditional school environments for grades 4K-12 with mitigation measures in place for the safety of students and staff.
- Ocon Virtual Learning Community, a fully online virtual learning option that families can select for grades K-12 instead of returning to the school environment.
- A physically distanced learning format for grades K-6 that provides more social distancing but requires additional parent support for students and will be offered if there is enough interest per grade.

ABOUT FACE-TO-FACE LEARNING IN THE TRADITIONAL SCHOOL ENVIRONMENT

Students, staff, and families need to understand that our return to school will be a different experience than in the past. There will be many mitigation measures in place, and those measures will be continually evaluated and revised. Additional information about mitigation measures and health guidelines is included in the health and wellness sections of this booklet.

ABOUT THE OCON VIRTUAL LEARNING COMMUNITY

The Ocon Virtual Learning Community is a new, fully online K-12 program available for OASD students. This new virtual learning community will not be the same experience as the emergency remote learning offered in spring 2020. The OASD is developing the program, which will focus on high-quality virtual instruction utilizing best practices and new resources for virtual learning. This program is optional for families, and we intend to continue to offer the Ocon Virtual Learning Community beyond the 2020-21 school year.

While all OASD students participated in emergency remote instruction during the spring, the Ocon Virtual Learning Community intends to provide a more rigorous virtual learning experience aligned to best practices for virtual instruction. Students enrolling in the OVLC will:

- Learn within an online learning community of peers and teachers
- Engage in curriculum expectations, aligned to WI State Standards
- Commit to daily online and offline learning tasks, aligned to clear learning goals in the core subjects of English/language arts, math, science, and social studies, as well as exploratory courses like art, music, physical education, science-technology-engineering-math (STEM), and career and technical education courses.
- Be offered the opportunity to take Advanced Placement courses in grades 9-12
- Be offered the opportunity to take District, State, and National assessments like the Forward exam and ACT, aligned with the OASD District assessment schedule.
ABOUT THE OCON VIRTUAL LEARNING COMMUNITY CONT...

- Engage in live virtual class lectures, discussions, project demonstrations, and group work regularly each week.
- Receive timely formative feedback, and the end of trimester report cards, aligned to core course standards.
- Follow the same 2020-21 OASD District schedule as their peers who are learning in-person.

Ocon Virtual Learning Community Grades K-6

Students will be part of a grade-level group with two teachers who will instruct a group of approximately 40-60 students. One of the teachers will lead English/language arts and social studies, while the other teacher leads to math and science. Students will receive daily instruction in the core subjects of English/language arts, math, science, and social studies. Teachers will schedule each day so that students participate in:

- Live virtual class meetings
- Small group virtual work
- One-on-one feedback and formative assessment
- Online discussion
- Collaborative projects
- Offline work
- Summative assessments

Exploratory classes like art, music, physical education, and science-technology-engineering-math (STEM) will be taught through Fuel Ed., an online curriculum company. These experiences will be offered weekly and teachers will assist with technical requirements, learning support, and time management needs for these courses.

OVLC students in grades K-6 will spend time working with their peers and teachers online and working independently offline. Instruction and course work will be structured to focus on active learning, community, and collaboration.

Assessment and Grading

The OVLC core classes will be assessed using the same standards-based grading system used in our traditional school environment. This is different from the emergency remote instruction and grading changes used in spring 2020. Students will receive an OASD report card, posted in Skyward Family Access, at the end of each trimester.

Family and Teacher Interaction

Families will be invited to a 15-minute, one-on-one, virtual open house with their child’s teacher in August 2020. Families will also have an opportunity for virtual teacher conferences in November 2020 and March 2021. Teachers will be available for informal virtual conferences with families throughout the year as well.
Ocon Virtual Learning Community Grades 7-12

Students will be part of a grade-level group, with dedicated teachers for each core content area. Students will receive daily instruction in the core subjects of English/language arts, math, science, and social studies. Teachers will schedule each day, so that students participate in:

- Live virtual class meetings
- Small group virtual work
- One-on-one feedback and formative assessment
- Online discussion
- Collaborative projects
- Offline work
- Summative assessments

Students will have the opportunity to select specific courses within each department, including AP courses at the high school level. Elective classes will also be available and will be taught through Apex, an online curriculum company. OASD staff will assist with technical requirements, learning support, and time management needs for these elective courses.

OVLC students in grades 7-12 will spend time working with their peers and teachers online and spend time working independently offline. Instruction and course work will be structured to focus on active learning, community, and collaboration with peers; providing students with high academic expectations and creating an online community with their teachers and peers.

Assessment and Grading

All grading will be aligned with our OASD grading policies. Students will receive letter (alpha) grades, reflective of our OASD student handbooks following the end of each trimester for grades 7-8, and each term and semester for grades 9-12. All grades will be entered into the Skyward Family Access system and reflected on the students’ OASD transcripts.

Family and Teacher Interaction

Families will be invited to a 15-minute, one-on-one, virtual open house with their child’s teacher in August 2020. Families will also have an opportunity for virtual teacher conferences in October 2020 and February 2021. Teachers will be available for informal virtual conferences with families throughout the year as well.
ABOUT THE PHYSICALLY DISTANCED LEARNING FORMAT

The physically distanced learning model is available for students in grades K-6 only and will provide face-to-face instruction and with additional at-home virtual learning each week. This model is still being developed, but it’s important to note several key factors that require parent support. Please understand that the OASD will only offer this model if there is enough interest from families, by grade level, to run this model.

Important Hybrid Model Considerations for Families

- The hybrid learning format will only be offered if 25-30 students per grade-level enroll in the program.
- Each grade-level class will be placed at a school where there is an open classroom. This placement means that students may not attend their home/neighborhood school.
- Students will come to school for half the day, four days a week, for classroom instruction with their teacher.
- The other half of the day, students will work at home, virtually and on independent projects. The fifth day of the week will also be a virtual/independent workday.
- Families will need to transport their children to school.
- Face-to-face instruction will focus on core academic subjects with an emphasis on literacy and math. At home, students will be expected to work on tasks that support these subjects. Specials will also be offered virtually for students to complete at home.
- Families who select this option will need to remain in this program for at least one trimester. There will not be an opportunity for students to re-join face-to-face learning in the traditional classroom on short notice because of the staffing and class size changes of this program.
TECHNOLOGY INFORMATION

The OASD will expand the student device program for the 2020-21 school year so that students in grade K-1 have access to a district issued iPad and students in grades 2-12 have access to a district issued Chromebook. This increase in personal devices will limit the sharing of technology and equip students with a device if virtual instruction is needed during the year.

DEVICES FOR 2020-2021

Grades 4K-1
- All students in grades K-1 will have the opportunity to use a District-issued iPad for the school year.
- Students in 4K will have access to 2-3 iPads in their classrooms and can check an iPad out from the library as needed.
- This opportunity will provide teachers and students with consistent, dependable devices and eliminate the need for students to share.

Grades 2-12
- All students in grades 2-12 will have the opportunity to use a District-issued Chromebook.
- This opportunity will provide teachers and students with consistent, dependable devices and eliminate the need for students to share.

INSTRUCTIONAL RESOURCES

Elementary
- Elementary classrooms will continue to use Seesaw and Google Classroom for daily activities.

Intermediate & High School
- Grades 5-12 will be implementing the Learning Management System, Canvas. Canvas will be used as a tool for virtual learning, and a supplement in face-to-face classroom instruction.

STAFF, STUDENT & FAMILY SUPPORT

- All OASD Educators will participate in professional development using technology tools and resources to provide effective instruction, communication, feedback, and access to students.
- The OASD will offer a Canvas Orientation course for students in grades 5-12 at the start of the school year. The course will focus on digital learning skills for all students. More information on this course will be available later in summer.
- Parent technology workshops, online resources, and tutorials will be available. More information will be shared with families later in summer and throughout the school year.
SPECIAL EDUCATION

Students with disabilities will continue to receive the accommodations, services, and specially designed instruction within their IEP regardless of the learning format they are enrolled in. IEP teams will work together to determine if adjustments to services are necessarily based on the environment the child will be receiving instruction and what challenges were present throughout the closure.

IF YOUR CHILD ENROLLED IN THE OCON VIRTUAL LEARNING COMMUNITY

- An IEP meeting may need to be scheduled to adjust services/accommodations to reflect the virtual format.
- As applicable, your child will receive online support from a Learning Strategist, Speech and Language Pathologist (SLP), and/or Related Service Provider (OT, PT). It may be your child’s current school team or a different Learning Strategist, SLP, or Related Service Provider assigned to support the online learning environment.
- Specially designed instruction listed in your child’s IEP will happen virtually through synchronous and asynchronous instruction.

IF YOUR CHILD ENROLLED IN THE HYBRID LEARNING FORMAT

- An IEP meeting may need to be scheduled to adjust services/accommodations to reflect the hybrid learning format.
- As applicable, your child will receive support from a Learning Strategist, Speech and Language Pathologist, Paraprofessionals, and/or Related Service Provider (OT, PT) during the time they are attending school.
- Specially designed instruction listed in your child’s IEP will happen during the portion of the day your child is receiving face-to-face instruction. Support will be minimal during the part of the day your child is at home working on independent practice.

IF THE DISTRICT OR YOUR CHILD’S CLASSROOM RETURNS TO VIRTUAL EMERGENCY REMOTE INSTRUCTION

- Learning strategists, Speech and Language Pathologists, and Related Services Providers will partner with general education staff to reduce the barriers for students in the virtual learning environment. Staff will work creatively to deliver teletherapy and special education services.
- All accommodations, specially designed instruction and support will take place virtually.

Virtual Individual Education Program (IEP) and Evaluation Meetings

As a mitigation measure, all IEP and Evaluation meetings will be held virtually regardless of the learning environment you select for your child.
Oconomowoc Transport will continue to work closely with the OASD to implement health and safety practices for students riding the bus. Oconomowoc Transport will perform the following measures for the 2020-21 school year:

- Busses will be deep cleaned and sanitized at the end of each day.
- Touchpoints on busses will be sanitized between routes.
- All Oconomowoc Transport busses will have a clear vinyl barrier between drivers and boarding passengers.
- Each bus will load students from back to front at each intermediate school and at the high school.
- Busses will have increased ventilation via opened windows and roof hatches.
- During the 2020-21 school year, Oconomowoc Transport will not allow guest riders.
The OASD has a new food service partner for the 2020-21 school year, Aramark. Aramark is committed to working with the OASD to provide food service to our students to reduce contact with food service equipment and respect the health and safety of staff and students.

**ELEMENTARY SCHOOLS**

Health and safety practices at our Elementary Schools will include:
- Individual classes will go through the lunch line.
- Student barcodes will be used at checkout rather than typing a lunch code.
- Trays will be distributed by food service staff.
- Self-serve fruit, vegetable, and salad bars will be replaced with pre-packaged options.
- Staff will increase the cleaning and sanitizing of high-touch surfaces.
- Pre-packaged condiments will be used.
- The food service staff will wear gloves and face coverings.
- Aramark will offer a pre-packaged Morning Snack Pack.
- Schools will use a revised cafeteria seating layout.

**INTERMEDIATE SCHOOLS**

Health and safety practices at our Intermediate Schools will include:
- Student IDs and barcodes will be used at checkout rather than typing a lunch code.
- Trays will be distributed by food service staff.
- Self-serve fruit, vegetable, and salad bars will be replaced with pre-packaged options.
- Pre-packaged condiments will be used.
- Mobile carts, additional serving areas, and popular food item pairings, like hamburgers and fries, will be used to increase line speed and aid physical distancing.
- Cafeteria seating capacity will be reduced, and additional seating areas will be used, as necessary, to assist in distancing.
- Cafeteria tables will be designated by grade-level and used in a staggered manner to allow cleaning between uses.
- Staff will increase the cleaning and sanitizing of high-touch surfaces.
- The food service staff will wear gloves and face coverings.
- Aramark will offer a pre-packaged Morning Snack Pack.
OCONOMOWOC HIGH SCHOOL

Health and safety practices at Oconomowoc High School will include:

- Student IDs and barcodes will be used at checkout rather than typing a lunch code.
- Trays will be distributed by food service staff.
- Self-serve fruit, vegetable, and salad bars will be replaced with prepackaged options.
- Pre-packaged condiments will be used.
- OHS will stagger student release to lunch by grade level.
- Mobile carts and additional serving areas will be used to increase line speed and aid distancing.
- Other seating areas, such as the Upper Gym and classrooms, will be used.
- Each term, students will sign-up for and be required to use a specific seating area (designated for Seniors/Juniors and Sophomores/Freshman).
- Cleaning/sanitizing high-touch surfaces.
- Staff will increase the cleaning and sanitizing of high-touch surfaces.
- Aramark will offer a pre-packaged Morning Snack Pack.
INFECTION CONTROL & MITIGATION MEASURES

OASD Infection Control and Mitigation Measures are based on the Wisconsin Department of Public Instruction’s (DPI) Interim COVID-19 Infection Control and Mitigation Measures for Schools, which were developed in consultation with the Department of Health Services (DHS) and recommendations from the Centers for Disease Control (CDC). In addition to the recommendations from the DHS and CDC, OASD’s Infection Control and Mitigation Measures also incorporated recommendations and guidance from Waukesha County Public Health Department and OASD Medical Advisors.

It is important to remember that no guidance or mitigation measures will thoroughly remove the risk of exposure to COVID-19 while it is still in wide circulation in the community, County, or State. However, the implementation of these measures can help limit the continued transmission of COVID-19.

HYGIENE MEASURES

- Students and staff will be encouraged to wash their hands with soap and water or use hand sanitizer often, especially after touching frequently used items or surfaces, sneezing, or coughing.
- Staff will reinforce good hygiene practices like avoiding touching your face and sneezing or coughing into a tissue or the inside of your elbow.
- Staff will disinfect frequently used items and surfaces as much as possible.
- Staff will consider scheduled hand hygiene breaks in the classroom:
  - Upon entry/exit
  - Before/after eating
  - Before/after recess
- Signs will be posted inside the OASD schools with information on the following:
  - Symptoms of COVID-19
  - How to stop the spread of COVID-19
  - Proper handwashing steps
  - COVID-19 health checklist
  - How to properly wear a face covering
PHYSICAL DISTANCING MEASURES

Staff Measures

● Staff must make every attempt to maintain physical distance (6 feet or more) from another individual.
● If staff must interact with another individual within physical distancing measures (less than 6 feet), every attempt should be made to keep the interaction under a 10-minute period.
● Anytime physical distancing measures cannot be maintained and/or there is a chance that they cannot be maintained, staff must wear a face mask, face shield, or face covering and continue to practice good hygiene as listed above.
● Staff involved with practices related, but not limited to evaluations, special education practices, counseling, speech, physical or occupational therapy, must maintain the expectations as listed above.

Student Measures

● Where feasible, physical distancing measures will be encouraged and maintained as much as possible among all individuals inside the school.
● When physical distancing measures cannot be maintained, other mitigation measures will be taken. These shall include:
  ○ Wearing face masks or cloth face coverings is strongly recommended as indicated in the section Face Masks and Personal Protective Equipment.
  ○ Wash hands with soap and water or use hand sanitizer often, especially after touching frequently used items or surfaces.
  ○ Avoid touching your face.
  ○ Sneezing or coughing into a tissue or the inside of your elbow.
  ○ Staff disinfecting objects used often and surfaces as much as possible.
● Schools will identify all locations and times where staff and students are in close contact with each other and create strategies to restructure those locations and activities to promote, where feasible, the maintenance of physical distancing measures.
● Each school site within OASD will have a designated Isolation Room separate from the Health Room to limit transmission of COVID-19 for students who display symptoms during the school day.

TEMPERATURE CHECKS & SYMPTOM SCREENING

● Staff members and students who feel sick must stay home.
● The OASD community must continue to self-monitor for symptoms of COVID-19 every day, which does include taking one’s temperature.
● In the school setting, temperature screenings will continue to be maintained in the health room for general illness complaints and in following procedures related to address COVID-19 symptoms.
● The OASD will maintain minimum temperature screening practices as defined by DPI’s Interim COVID-19 Infection Control and Mitigation Measures for Schools. Staff and parents/guardians of students should take their temperature at home before entering or reentering school daily.
TEMPERATURE CHECKS & SYMPTOM SCREENING CONT...

- The normal temperature should not exceed 100.4°F.
- Staff must attest to behavioral expectations (continual symptom monitoring, not attending work if symptomatic of COVID-19 or respiratory illness, not attending work if potentially exposed to COVID-19, not attending work if social distancing measures could not be ensured during travel). These COVID-19 expectations will further minimize the risk of transmission in the district community.
- If an employee does not have a thermometer at home, a thermometer will be available at each OASD site for employee use. It is expected that if an employee’s temperature is at or exceeds 100.4°F at the time, they utilize the site thermometer that they immediately leave the building and follow isolation protocol.
- A wellness checklist will continue to be posted inside OASD buildings as a reminder of expectations.

FACE MASKS AND PERSONAL PROTECTIVE EQUIPMENT

**Staff Measures**

- Each staff member will be provided with two reusable masks. The district will maintain an inventory of reusable masks to be made available to staff should they need a replacement mask.
- Each staff member will be provided with a face shield.
- The district provided face masks, face shields, handmade face masks, or alternative cloth face coverings that are acceptable during the school day.
- All face masks or alternative cloth face coverings must comply with the dress code and display school-appropriate messaging or images.
- Disposable masks will be made available to staff that do not have a reusable mask.
- Face masks or alternative cloth face coverings must be worn and removed correctly and washed according to CDC recommendations. [Click this link for information on cloth face coverings from the CDC.](#)
- There may be situations where a face mask, face shield, or alternative cloth face covering is NOT recommended or feasible to be worn. Staff members will work with their Administrator and/or OASD Health Services to determine an acceptable alternative for face covering or will implement other mitigation measures to reduce the risk of COVID-19 spread.
- Staff assigned to the Health Room or designated Isolation Room who may have direct contact with a symptomatic individual should use Standard and Transmission-Based Precautions in addition to:
  - Wearing a cloth mask or face covering
  - Wearing a face shield
  - Wearing gloves
FACE MASKS AND PERSONAL PROTECTIVE EQUIPMENT CONT...

Student Measures

OASD Health Services strongly encourages the use of face masks or face coverings for students during these times:

- During bus transportation to and from school
- While waiting to enter and exit the building
- During passing periods and hallway transitions
- Masks do not need to be worn by students in the classroom setting so long as physical distancing measures are encouraged and maintained and other mitigation measures like these are taken:
  - Washing hands with soap and water or using hand sanitizer often, especially after touching frequently used items or surfaces.
  - Avoiding touching your face.
  - Sneezing or coughing into a tissue or the inside of your elbow.
  - Staff disinfecting used items often and surfaces as much as possible.

- If a student wants to wear a face mask or cloth face covering and/or their parent/guardian would like them to wear a face mask or cloth covering, they may do so. Students may wear a face mask or cloth covering at all times or only during times when physical distancing measures cannot be maintained. In these situations, the face mask or cloth covering must be worn appropriately and cannot conflict with these recommendations:
  - Face masks or cloth face coverings should not be used on:
    - Children younger than two years old.
    - Anyone who has trouble breathing or is unconscious.
    - Anyone with a health condition (e.g., asthma) would be exacerbated by wearing a face mask or cloth face covering.
    - Anyone who is incapacitated or otherwise unable to remove the face mask or cloth face covering without assistance.
    - Anyone engaging in physical activity.
    - Anyone with intellectual and developmental disabilities, mental health conditions, or other sensory sensitivities.
    - Anyone, primarily younger children (e.g., preschool or early elementary-aged), cannot appropriately wear a face mask or cloth face covering (e.g., because of the difficulty in refraining from touching the face while wearing a face mask or cloth face covering).

Reversible face masks will be made available to each student from the Wisconsin DPI

Disposable face masks will be made available for students if they are symptomatic at school, as part of the Isolation Protocol.

Face masks, face shields, handmade, or alternative cloth face coverings are acceptable for students to wear. All face masks or alternative cloth face coverings must comply with the dress code and display school-appropriate messaging or images.

Face masks or alternative cloth face coverings must be worn and removed correctly and washed according to CDC recommendations. Click this link for information on cloth face coverings from the CDC.
SEPARATION OF BELONGINGS & SHARED ITEMS

● Student belongings will be, to the best ability, separated by individually labeled storage containers, cubbies, or areas.

● Students will be encouraged to take their belongings home each day.

● Students will be discouraged from bringing extra toys or materials to the school.

● Sharing of non-student owned supplies (art supplies, equipment, electronics, toys, books, games, learning aids, etc.) will be minimized as much as possible but will not always be possible. If the sharing of non-student owned supplies is unavoidable, supplies will be appropriately disinfected between each use and based on the cleaning product manufacturer recommendations. Items that are not appropriate to be cleaned or disinfected after use must sit, untouched for:
  ○ 24 hours for paper materials
  ○ 72 hours for electronic devices and plastic materials

● If food is offered at any event (snacks, classroom parties, etc.), items must be individually packaged, store-bought, and not shared during consumption.
  ○ This process only applies to food items that will be offered as a classroom activity. It does not include individual student food items that are brought for their consumption.
  ○ Birthday treats will not be allowed.

DRINKING FOUNTAINS

● Drinking fountains at school will not be used. The decisions to allow use again will be made based on the guidance and recommendation from the Waukesha County Public Health Department, CDC, and DPI.

● Water bottle fillers are permitted for use but will be monitored closely to ensure that students and staff have minimal contact.

● Staff and students are encouraged to bring their own water bottles clearly labeled to avoid cross-contamination.

SCHOOL VISITORS

● To help keep our staff and community safe, OASD will be monitoring and limiting access to our schools.

● Visitors are not allowed without prior authorization from an administrator.

LOCKER ROOM, BATHROOM, FITNESS CENTER, AND GYM RECOMMENDATIONS

● OASD staff will continue to teach and reinforce good hygiene practices.

● Items touched by many people in a gym like barbells, weight machines, and other fitness equipment or supplies will be regularly cleaned and disinfected.
LOCKER ROOM, BATHROOM, FITNESS CENTER, AND GYM RECOMMENDATIONS CONT...

- The sharing of non-student owned equipment will be minimized as much as possible but will not always be possible. If the sharing of non-student owned supplies is unavoidable, supplies will be appropriately disinfected in between each use and based on the cleaning product manufacturer recommendations. Items that are not appropriate to be cleaned or disinfected after use must sit, untouched for:
  - 24 hours for paper materials
  - 72 hours for electronic devices and plastic materials
- Students must use their exercise clothing, which will be taken home each day to be laundered before reuse.
- If fans such as pedestal fans or hard-mounted fans are used in any OASD building, steps will be taken to minimize air from fans blowing directly from one person toward another.
- School buildings will be cleaned and sanitized daily and nightly, including restrooms, showers, and locker rooms consistent with our pandemic plan protocols.
- Footwear will be worn in locker rooms, and shower shoes, sandals, or water shoes will be worn in locker room showers.
- Where feasible, physical distancing measures will be encouraged and maintained as much as possible. These measures include physical distancing for equipment layout and activities.

TRAVEL PROTOCOL

Staff Measures

- OASD will not impose any exclusions or restrictions on travel within the United States. We do recommend that staff members stay at home as much as possible after traveling.
- 14-day self-quarantine will be required after return from international, cruise ship, or riverboat travel as recommended by the CDC and Wisconsin Department of Health Services.
- Employees must continuously monitor for symptoms of COVID-19 or illness upon return from travel and follow the OASD Illness Guidelines should symptoms occur.

STUDENT MEASURES

As OASD families and staff make travel plans, many wonder if COVID-19 could have an impact on plans. Currently, the OASD follows the Centers for Disease Control and the Wisconsin Department of Health Services travel-related guidelines and monitors for any changes to these guidelines. Additionally, the District will continue to collaborate with local health authorities to stay informed of developments at the local level. Guidance and recommendations at the federal, state and local levels are continuously changing; please note that the following guidance is also subject to change.
STUDENT MEASURES CONT...

The following links help provide additional information about travel concerning COVID-19:


Please be mindful that advisories and guidance are ever-changing at this point. It is advised that you continue to check frequently to determine if a warning has been issued that will affect your travel plans.

Please note, regardless of where you travel, there is a risk of exposure to an illness while traveling. If you travel, take the following routine precautions:

- Avoid contact with sick people and maintain physical distance (six feet) with others
- Wear a face mask or cloth face-covering in public
- Avoid touching your eyes, nose, or mouth with unwashed hands
- Clean your hands often by washing them with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing

While it is recommended that you stay home as much as possible after traveling, the OASD will not impose any exclusion restrictions on travel within the United States. However, you are strongly encouraged to continuously monitor your child for symptoms of COVID-19 or illness upon return from a trip and follow OASD Illness Guidelines should symptoms occur.

Your child will be required to stay home for 14 days upon returning from international, cruise ship, and/or riverboat travel as recommended by the CDC and Wisconsin DHS. Please be mindful to include OASD Health Services in discussions about your travel plans if you have concerns about where you are traveling and if there will be an impact on your child returning to school.

The support and assistance of our school community when working to contain infectious diseases is vital. Teaching the foundations of healthy habits in the home, self-reporting illness, and keeping sick individuals home are essential elements in the success of containing infectious disease within a community. As a reminder, please continue to refer to the OASD Illness Guidelines when determining to keep your child home from school based on illness.
COVID-19 CHECKLIST FOR ENTRY INTO AN OASD BUILDING

To help keep our staff and community safe we are monitoring and limiting access into our schools. These questions should be answered by each individual prior to entering school.

ENTRY QUESTION

1. Possible symptoms of COVID-19 include fever, cough, shortness of breath, sore throat, headache, fatigue, body or muscle aches, nausea, vomiting, diarrhea, loss of taste or smell. Are you experiencing any of these symptoms? **YES/NO**
2. Have you had any symptoms in the past 10 days? **YES/NO**
3. In the last 14 days, have you had contact with someone with a confirmed diagnosis of COVID-19, are under investigation for COVID-19, or are ill with respiratory illness? **YES/NO**
4. Have you travelled internationally, on a cruise ship or on a river boat in the past 14 days? **YES/NO**

If an individual answer is YES to any of these questions, they will not be allowed to enter our buildings.

UPON BUILDING ENTRY

- Wash hands upon entering and exiting the building.
- Make every effort to maintain a physical distancing of 6 feet or more.
- Visitors **MUST** wear a mask while in the building (homemade masks are acceptable) if you are not able to maintain social distancing measures.
- Approved visitors must sign in at the front desk for COVID-19 contact tracing or exposure concerns.
OASD SCHOOL ATTENDANCE LINE NOTIFICATION

If an OASD student is exposed to an individual who tested positive for COVID-19 or the student tests positive for COVID-19, a parent or guardian must notify school through the attendance line. Please expect a follow-up phone call for more information if your child has been exposed to COVID-19 or tested positive. Parents and guardians should provide the following information in the attendance line message:

- Parent/guardian name and phone number
- Student name
- Reason for absence
- If the student is ill, please explain their symptoms
- If the student has been exposed to COVID-19, please give information on that exposure
- If the student has tested positive for COVID-19, please confirm the date of the test result

OASD SCHOOL ATTENDANCE PHONE NUMBERS

Greenland Elementary School
Attendance Line: (262)-560-8102

Ixonia Elementary School
Attendance Line: (262)-560-8402

Meadow View Elementary School
Attendance Line: (262)-560-8002

Park Lawn Elementary School
Attendance Line: (262)-560-8202

Summit Elementary School
Attendance Line: (262)-560-8302

Nature Hill Intermediate School
Attendance Line: (262)-569-4942

Silver Lake Intermediate School
Attendance Line: (262)-560-4302

Oconomowoc High School
Attendance Line: (262)-560-3102
OASD COVID-19 RESOURCES & HEALTH SERVICES CONTACT INFORMATION

RESOURCES FOR COVID-19 INFORMATION & TESTING
OASD staff, students, and families should contact and follow the advice of their medical provider if they experience COVID-19 symptoms or have a concern about individual symptoms.

If contact with a medical provider cannot be established, the following COVID-19 resources are available:

- **Advocate Aurora Health Care**: (866)-443-2584
- **Sixteenth Street Community Health Center-Waukesha**: (262)-408-2530
  - Resource to be used if you do not have a primary care provider established and have COVID-19 or respiratory symptoms.
- **Utilize the Wisconsin Health Connect Assessment & Self-Care Guide**: [https://www.wihealthconnect.com/](https://www.wihealthconnect.com/)
  - Offers a FREE online screening. Once completed a Registered Nurse, trained to assess and triage COVID-19 results, will contact you directly.

OASD HEALTH SERVICES INFORMATION
Designated OASD Health Services employees will be responsible for responding to COVID-19 concerns:

- **Christy Deal, Director of Nursing Services**
  (262)-560-2104
  DealC@oasd.org
- **Lindsay Wojtasiak, District Nurse**
  (262)-560-3119
  WojtasiakL@oasd.org
- **Jody Ernser, Health Services Administrative Assistant**
  (262)-560-2114
  ErnserJ@oasd.org
STUDENT SOCIAL EMOTIONAL RESOURCES

The return to school this fall will be accompanied by changes and challenges. OASD is committed to supporting all student and staff social-emotional needs as we navigate this time together.

POSITIVE BEHAVIOR INTERVENTIONS (PBIS) COOL TOOLS

- Staff at all sites have prepared lessons for grades K-12 on the mitigation measures that will be in place (hand hygiene, wearing a mask, etc.) These tools will be beneficial as students learn new routines and expectations to stay safe.
- Lessons will also be developed to support the online learning community. Digital citizenship and expectations will be critical for students that are working in a fully virtual environment.
- Counselors and Student Services staff at all levels are prepared to deliver learning experiences and lessons specific to student needs around trauma, mental health, resilience, substance use/abuse, and more. Staff are prepared to intensify their student support, classroom lesson delivery, and small group facilitation as student needs arise.

MENTAL HEALTH IN SCHOOLS

- The district will continue to partner with area providers in mental health such as the National Alliance on Mental Illness (NAMI), Rogers Behavioral Health, Family Service of Waukesha, Student Family Assistance Program, and Gals Institute. These partnerships will ensure our students and families get the support they need.
- Services will be available to students at their respective school sites as well as virtually.

STAFF TRAINING AND SUPPORT

- Staff will receive refresher training focused on Trauma-Informed Care. These strategies will be supportive for students and staff that may have experienced trauma during the closure.
- In the spring, Student Services Staff and Administration participated in Compassion Resilience Training, which focused on 2 phases of mental health support. The first phase concentrates on taking care of oneself, and the second is taking care of others. This framework will be used to facilitate small group conversations with both staff and students around resiliency.
COMMUNICATIONS

The Oconomowoc Area School District Communications Team works to create open communication between the Board of Education, OASD Administration, staff, students, parents, and the community. Communication strategies are used to streamline the mass communication that is needed to inform these groups. These communication strategies will be more important than ever during the start of the 2020-21 school year.

OASD 2020-21 COMMUNICATIONS

The OASD Communications team will work with the Board of Education and the OASD Administration to communicate the following health and wellbeing information to District staff, families, and the community:

- Changes in public health information
- District and school efforts to keep students and staff safe
- Preventative measures that staff, students, and families should take
- Current effects on district and school operations
- OASD Fall 2020 Return to School Plans
- Critical changes in the district and school policies and practice
- Where to find services and support in the community
- Remind staff and students to stay at home if exhibiting COVID-19 symptoms
- Share information on ways to prevent the spread of COVID-19
- Respond to questions and other inquiries

WHERE TO FIND INFORMATION

Daily/Weekly Family Updates

During the spring 2020 school closures, daily updates were posted on the OASD website for families. Over the summer, updates have been shared weekly. When school resumes in fall, family updates will continue to be shared on the OASD website. The frequency and length of the updates will change, depending on what new information is available. Visit www.oasd.org/LearningHub for these family updates.

OASD 2020 Learning Hub Web Page

During the 2020-21 school year, the OASD Learning Hub web page will hold all of the new and helpful information for families. Visit www.oasd.org/LearningHub to find the following:

- Weekly Updates & News
- Fall 2020 Return to School Information
- Food Service Resources
- Health & Wellbeing Resources for Families
- Technology Help
- Staff Directory
- Waukesha County Public Health Information
WHERE TO FIND INFORMATION CONT...

School eNewsletters, Emails & Social Media
OASD Schools share information with District families in multiple ways. These information tools include weekly electronic newsletters, emails, and in some instances, school social media pages. Teachers also share this information with District families via email and online learning platforms. School will provide more details about how they communicate with families at the start of the school year.

OASD Social Media
The OASD utilizes three social media platforms to help share information with families, staff, students, and the community. We encourage all staff and families to follow the Oconomowoc Area School District on social media to ensure they receive urgent or emergency updates from the district.

Facebook: @oconomowocschools
Twitter: @oconschools
Instagram: oconomowocschools

OASD Email, Voice Messages & Text Alerts
The OASD shares district-level information with families by email, voice message, and sometimes by text alert. Families need to check and update their contact information within Skyward Family Access to ensure you are receiving these messages. The district will use email, voice message, and text alerts to share various information on topics like:

- Important district-level information
- Emergency information
- Health Department updates
- Curriculum expectations
- School program information or updates
- Weekly Principal updates
- Weekly school eNewsletters

Media (Milwaukee Media Outlets & Local Print Outlets):
If an emergency, unexpected school closure or urgent situation occurs, local TV and radio stations, along with local newspapers, will be contacted to share information.

Learners and Leaders Community Print Newsletter:
The OASD Learners and Leaders print newsletter is mailed to OASD homes and businesses three times per year. The newsletter showcases important information, exciting advancements, student achievements, and staff successes for the community.