

Phases

The Governor, along with the Department of Health, will determine what color our district will operate within. School districts can not determine their own color. The duration and transfer from one color to another will NOT be a determination by the school district and will come from the Governor at the time of this draft. Local considerations regarding cases and COVID-19 spread will be made within each color phase in an attempt to consider local conditions within the statewide determination of color coding.

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the [ND K-12 Smart Restart Plan](#). Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community.



Instructional Models



Traditional Learning

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



In Person

Please refer to individual phases for details.



Distance Learning

All instruction is provided off-campus through distance learning resources, such as Google Classroom.

Student Registration

During the registration process, the district will allow parents to select a distance learning option if they choose not to utilize the in-person instructional model. The school district recommends that if you choose the distance learning option, you remain in that instructional model for 9 weeks. If you wish to change your instructional model selection, a two-week notice is required.

Notifications for Families & Staff

If there is a positive COVID-19 case in the school, the school district and the local public health department will collaborate during this time. If your student is a close contact and will need to be quarantined, School Administration will notify the parents of the child.

If there is a positive COVID-19 Case here is the notification plan:

1. There will be a dashboard available for viewing on the MCPSD#1 website that will be updated every Friday. This dashboard will show the current number of positive cases in each of our buildings.
2. If you are a close contact, you will be contacted by the School Administration and possibly the Department of Public Health.

A negative test will not allow a student to come back to school the next day.

Green - Face to Face Instruction	
Response plan for COVID-19 positive case or close contact	<ul style="list-style-type: none"> ● The district will collaborate with local public health and health care providers to ensure protocols and processes for isolation and quarantine are followed when a staff member, student, or visitor is a positive COVID-19 case or a close contact. ● A designated school space will be utilized if a sick student is identified during the school day. A mask will be placed on the student if they are able to tolerate wearing one and the student will remain in quarantine until the student can be picked up. ● Students and staff who are ill will not be allowed in the building.
Hygiene and Cleaning	<ul style="list-style-type: none"> ● Staff and administration will teach and reinforce healthy hygiene practices throughout the school day.

- Hand sanitizer and tissues will be readily available for use by students and staff.
- Staff will reinforce hand washing routines or the regular use of hand sanitizer before and after meals, after recess, gym and if utilizing shared materials.
- Education will be provided to enforce students on the importance of avoiding touching their faces throughout the day, and washing their hands after touching their face.
- Custodial staff within each school building will adjust cleaning schedules as necessary to ensure special attention to high touch and high traffic areas.
- Classrooms and other common areas will have access to appropriate cleaning supplies for cleaning of high-touch surfaces.

Instructional Practices

All Instruction

- As much as possible, instruction will resemble a typical school day.
- Student classrooms will be organized to allow for a minimum of 3 feet of social distancing.
- Students will be issued “technology” and trained on how to access online learning resources.
- Limited use of shared materials and supplies.
- Desks arranged to allow for smaller groups and social distancing where possible and reasonable.
- Facial coverings are recommended but not required.
- Staff and students working in close proximity will be advised to wear a face covering.
- Students will be graded as they would be in a typical year based on ND State Standards.

Elementary

Instruction

- Classes will be arranged in 2 similar groups within the grade level to avoid extra contact.
- Teachers will provide classroom instruction, as much as possible, like a typical day.
- Teachers will follow grade level pacing guides.
- WIN instruction will occur within the homeroom classrooms.
- Students will go to gym, music, lunch, recess, library, counseling as they would on a typical school day.
- Interventionists will use tiered-instruction. Students will be supported within the homeroom. Interventionists will pull-out as needed.
- Students will have a homeroom seating chart and line order arrangement.
- Students will learn how to access their Google Classrooms
- Students will learn how to utilize applications for face to face & distance learning - Clever, RAZ Kids, Tumble Books, IXL, Picture Perfect and Eureka Math

Recess

- Students will go out to recess with their groups.
- Classrooms will be assigned different areas on the playground on a rotational basis.
- Students will use hand sanitizer after using recess equipment.

Middle School

- Instruction
 - Teachers will provide classroom instruction.
 - Teachers will provide instruction based on the ND State Standards.
 - Tier 2 and Tier 3 interventions will be provided in reading and math.
 - Students will go to their physical education and elective classes.
 - Students will have a seating chart in each class
 - Students will have classes with their teams to limit contact.
 - Teachers will provide a blended distance learning model
 - Students will be in the classroom and logging in remotely via Google Meet simultaneously

	<ul style="list-style-type: none"> ○ Teachers may record lessons to be viewed by all students later ○ Students may be required to wear masks if social distance guidelines cannot be followed. (ex. labs, projects, etc.) <p>Recess</p> <ul style="list-style-type: none"> ○ Students will have recess with their teams. ○ Students will use hand sanitizer after using recess equipment. <p>High School</p> <ul style="list-style-type: none"> ● Instruction <ul style="list-style-type: none"> ○ Teachers will provide classroom instruction. ○ Teachers will provide instruction based on the ND State Standards. ○ Students will go to their physical education and elective classes. ○ Students will have a seating chart in each class ○ Teachers will provide a blended distance learning model ○ Students will be in the classroom and logging in remotely via Google Meet simultaneously ○ Teachers may record lessons to be viewed by all students later ○ Students may be required to wear masks if social distance guidelines cannot be followed. (ex. labs, projects, etc.)
Distance Learning	<p>Instruction</p> <ul style="list-style-type: none"> ● Students will be required to complete work for all classes as they would be in the classroom. ● Students will be graded as they would be in the classroom. ● Assignments and instruction will be provided through the Google Classroom. ● Students will be required to log in based on the building requirements.
Transportation	<p>Bus</p> <ul style="list-style-type: none"> ● Masks are recommended and same procedure as in school buildings ● Assigned seats to assist with contact tracing. ● Hand sanitizer will be used when getting on and off the bus.
Food Service	<p><u>Breakfast</u></p> <p>All Schools</p> <ul style="list-style-type: none"> ○ Breakfast will have designated seating based on bus routes and parent drop off. <p><u>Lunch</u></p> <p>*Lunch times may be longer to allow for additional cleaning.</p> <p>All Schools</p> <ul style="list-style-type: none"> ○ Students will have lunch in the cafeteria. ○ Seating charts will be made for lunch and serving lines to account for physical distancing. ○ Students will utilize a touchless system to enter lunch number <p>Middle and High School</p> <ul style="list-style-type: none"> ● We have increased the number of lunch periods in order to decrease the number of students in the cafeteria. <p>Food Service Staff are encouraged to wear masks or facial coverings when preparing and serving food.</p>

<p>Transitions</p>	<p>All Schools</p> <ul style="list-style-type: none"> • Students will adhere to staying on the right side of the hallway • Students will be allowed and encouraged to bring water bottles to limit contact at the water fountain • Student lockers will be separated as much as possible <p>Middle and High School</p> <ul style="list-style-type: none"> • Students will be allowed and encouraged to wear backpacks to limit contact in the locker area. • Students will be allowed to sign out during class using e-hallpass <ul style="list-style-type: none"> ○ We will set a limit of how many students are allowed out of the hallways at one time.
<p>Restrooms</p>	<p>All Schools</p> <ul style="list-style-type: none"> • Limit the numbers of students within the restrooms. • All students must wash hands after utilizing the restroom. <p>Middle and High School</p> <ul style="list-style-type: none"> • Students will be allowed to sign out during class using E-hallpass <ul style="list-style-type: none"> ○ We will set a limit on the number of students allowed out at one time • All students must wash hands after utilizing the restroom.
<p>Arrival</p>	<p>Elementary School</p> <ul style="list-style-type: none"> • Doors may be assigned at the elementary level to ensure volume of students entering any particular entrance is controlled and minimized. • Students will go to their homerooms in the morning. • Students will be supervised in their homerooms. • Auxiliary staff will assist in the halls to manage student flow. <p>Middle and High School</p> <ul style="list-style-type: none"> ○ Upon arrival, students will go to their homeroom or 1st Period Class.
<p>Dismissal</p>	<p>Elementary School</p> <ul style="list-style-type: none"> • Students will be released through dismissal manager from their classrooms. <p>Middle & High School</p> <ul style="list-style-type: none"> • Students will be released by bus routes. • Students who don't ride a bus will have staggered dismissal times.
<p>Visitors</p>	<ul style="list-style-type: none"> • Access to schools will be limited to visitors unless previously authorized by administration.
<p>Activities</p>	<p>Activities</p> <ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities. <p>Transportation</p> <ul style="list-style-type: none"> • If possible, bus windows should be open. • The wearing of masks on activity buses is strongly encouraged by all individuals on board the bus. • Individuals should socially distance to the maximum extent possible. • Bus availability may be limited due school needs. If so, bus trips/capacities may be limited. • Bus Rules: <ul style="list-style-type: none"> ○ Maintain same seats to/from destination ○ Load from back of bus first ○ Unload from front of bus first ○ Avoid touching seats on the way in/out of the bus

Locker Rooms

- Staggering of practice times is encouraged to alleviate having multiple teams in the locker room at the same time.
- If an athlete does not need to use a locker room, they should remain out of the area.
- Locker room use should be limited to one team at a time.
- No loitering in locker rooms before or after practices

Cleaning/Sanitization

- General cleaning of athletic areas and equipment will be completed daily.
- Students are encouraged to have their own bottles of hand sanitizer for pre/post practice

Uniforms/Practice Gear

- Uniforms and practice gear must be taken home daily and washed.
- Practice uniforms/pinnies should not be shared from one player to another unless they have been washed.
- Athletes should make every effort possible to not use showers in the locker rooms and should try and shower at home.
- Avoid the use of practice pinnies.
- Alternatively, assign a pinnie to an athlete to use for the entire season. That pinnie will remain in that athlete's possession for the season.

Water

- All athletes should have their own water bottles.
- Water bottles should not be shared from one player to another.
- Water bottles should be washed daily.
- No hydration stations will be used

Spectators/Fan Attendance

- Spectators are asked to socially distance to the maximum extent possible.
- Capacity limits in athletic venues will be limited to no more than 500 spectators or a venue capacity of 75% of occupancy ([ND SMART Restart](#)).
- No loitering or gathering with players on the playing surface before/during/after games. Spectators should maintain two empty seats between parties ([ND SMART Restart](#)).
- Booster gatherings/socials in school buildings will be prohibited before/after games. Spectators must vacate the facility immediately upon completion of the game.

Concessions

- Guidelines for the RRC staff
- Concession menus will be limited to prepackaged items only.
- Concession stand workers are required to wear masks and gloves.
- Workers are encouraged to maintain social distancing to the maximum extent possible and should be staffed to help maintain distancing.
- Waiting areas for patrons must be marked.

	<ul style="list-style-type: none"> • Tables can seat no more than ten people and distance between tables needs to be maintained <p>Practices</p> <ul style="list-style-type: none"> • Athletes should plan to arrive at locker rooms no sooner than needed to get dressed and out to practice. • Daily attendance logs for practices, contests and other gatherings are required. Logs must indicate groups that were in close contact <p>Athletic Training Rooms</p> <ul style="list-style-type: none"> • Athletic Trainer will wear face mask at all times • Please call athletic trainer to evaluate an athlete instead of them coming to me • All athletes should wear a facemask inside athletic training room • Care will be provided on a one-to-one basis • Appropriate medical facility cleaning will be completed <p>Tickets</p> <ul style="list-style-type: none"> • It is highly recommended that patrons purchase tickets online <p>Meetings (Team/Parents)</p> <ul style="list-style-type: none"> • If in person meetings are necessary, social distancing should be maintained to the maximum extent possible. • Preseason meetings should have at least one parent present. • Eliminate/modify team meetings. • Use virtual methods when possible <p>Game Workers</p> <ul style="list-style-type: none"> • The wearing of masks is strongly encouraged by all individuals at the scorer's table/press box. • Hand sanitizer will be provided at scorer's tables and in the press box.
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Yellow - In Person

*All protocols from the Green Phase, with additional safety and health protocols

**Consideration of local and regional COVID-19 cases and spread determines phases within Yellow

**School district working with local health department will determine phase within Yellow

<p>Phase 1: Instructional Practices - 5 Days a Week Face to Face</p>	<p>All Instruction</p> <ul style="list-style-type: none"> • Staff will be required to wear face masks during the work day • Slight modifications to student transitions within the building may be considered and moving teachers to classrooms versus students to classrooms for electives • Additional consideration for sizes of groups or clusters for lunch and recess may be considered at this phase as feasible
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	<ul style="list-style-type: none"> ● Emphasis on healthy practices reinforced at all levels - sanitation practices and protocols will be increased across all buildings and classrooms ● The use of masks will be reinforced and mandatory use considered in some situations depending on grade level and situations of which social distancing is not feasible ● Custodial services will be increased in all buildings to address common areas and all student instructional areas to provide a next level of sanitation from the green level - this may include outside areas such as playgrounds. ● All other instructional practices will remain similar to Green with enhanced protocols and provisions for health and safety as deemed necessary.
<p>Phase 2: Instructional Practices - 5 Days a Week Face to Face</p>	<p>All Instruction Same as Green except for:</p> <ul style="list-style-type: none"> ● Staff will be required to wear a mask or facial covering. ● K-5th Grades: masks or facial coverings will be recommended. ● 6-12th Grades: masks or facial coverings will be required. <ul style="list-style-type: none"> ○ When outdoors, masks may be removed. ○ Mask breaks will take place throughout the day. <p>Elementary Same as Green except for:</p> <ul style="list-style-type: none"> ● Recess will be held, but some equipment may not be used ● Gym and music teachers will push into classrooms for instruction. ● Interventionists will use tiered-instruction. Instruction will be within the homeroom. Interventionists will push-into classrooms. <p>Middle School Same as Green except for:</p> <ul style="list-style-type: none"> ● Recess will be held, but some equipment may not be used <p>High School Same as Green</p>
<p>Phase 3: Instructional Practices - 5 Days a Week Face to Face</p>	<p>All Instruction Same as Green except for:</p> <ul style="list-style-type: none"> ● Staff will be required to wear a mask or facial covering ● K-12th Grades: masks or facial coverings will be required <ul style="list-style-type: none"> ○ When outdoors, masks may be removed. ○ Mask breaks will take place throughout the day. <p>Elementary Same as Green except for:</p> <ul style="list-style-type: none"> ● Recess will be held, but some equipment may not be used ● Gym and music teachers will push into classrooms for instruction. ● Interventionists will use tiered-instruction. Instruction will be within the homeroom. Interventionists will push-into classrooms. <p>Middle School Same as Green except for:</p> <ul style="list-style-type: none"> ● Recess will be held, but some equipment may not be used <p>High School Same as Green</p>

Distance Learning	Same as Green
Transportation	Same as Green Except: <ul style="list-style-type: none"> Masks are required
Food Service	Same as Green
Transitions	Same as Green
Restrooms	Same as Green Except: <p>Elementary</p> <ul style="list-style-type: none"> Classrooms will utilize restrooms at assigned times. Individual students will sign in and out when utilizing restrooms on their own.
Arrival	Same as Green
Dismissal	Same as Green Except: <ul style="list-style-type: none"> Additional exits will be used to prevent students from gathering in large groups.
Visitors	Same as Green Except: <ul style="list-style-type: none"> Visitors into the building will be limited unless it is essential they enter the building.
Activities	<p>Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.</p> <p>Transportation In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> Masks will be required for all individuals on board an activity bus. <p>Locker Rooms In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> Locker rooms will only be available for teams that must store equipment other than personal items at the school. Individuals on these teams will be allowed into the locker rooms to limit capacity. <p>Cleaning/Sanitization In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> Cleaning of athletic areas and equipment will be completed intermittently during practices. Practice equipment should not be shared from one practice session to another unless it has been sanitized <p>Uniforms/Practice Gear In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> Showers will be closed. <p>Water Follow the same guidelines as the blue/green phase</p> <p>Spectators/Fan Attendance In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> Capacity limits in athletic venues will be limited to no more than 500 spectators outdoors and 250 spectators indoors or a venue capacity of 50% of occupancy (ND SMART Restart). Spectators must maintain two empty seats between parties with alternate rows between spectators <p>Concessions</p>

	<p>Same as blue/green guidelines</p> <p>Practices In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> • Staggering of practice times is mandatory. • Group sizes will be limited or will be divided by grade level and/or team. <p>Athletic Training Rooms Same as blue/green guidelines</p> <p>Tickets In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> • Transactions will be limited to correct change only <p>Meetings (Team/Parents) In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> • No meetings will be allowed in school facilities. <p>Game Workers In addition to the blue/green guidelines:</p> <ul style="list-style-type: none"> • Masks will be required for all individuals at the scorer's table/press box.
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Red - Distance Learning Model All buildings will be closed to students and visitors	
Distance Learning	<p>Same as Green Except:</p> <p>All Schools</p> <ul style="list-style-type: none"> • Students will receive standards-based instruction that is comprehensive, rigorous, and differentiated. • Instruction will include both regularly scheduled live meetings and self-paced activities. • The building will be restricted to essential staff only and devices will be provided to students if not already issued at their grade level. <p>Elementary</p> <ul style="list-style-type: none"> • All instruction goes through each homeroom Google Classroom. • Each classroom teacher is responsible for his/her own students. • Lib/PE/Mus/Interventionist upload daily lessons into each classroom.
Food Service	Students will have the option to pick up a lunch from school.
Activities	<p>There will be no activities if a school(s) is in an orange or red phase</p> <p>Meetings</p> <ul style="list-style-type: none"> • Any meetings held for groups need to be held in a virtual format only if a school(s) is in an orange or red phase

Communication and Training



- All faculty and staff will be trained on the implementation of the Health and Safety Plan.
- All faculty, staff, and students will be trained on the appropriate [use and wearing of masks](#).
- The Health and Safety plan will be communicated with families through the school district website and instant alert.
- Educate students on the importance of avoiding touching their faces throughout the day and washing their hands after touching their face.
- The school district will provide [safe hygiene practices in the home](#) through the school website.
- Training videos for parents will be provided on how to utilize tools for distance learning.
- Promote staying home when sick
- Ensure that parents and staff are following the sick day guidelines
- Provide education to parents and staff regarding when it is appropriate to stay home to prevent the spread of disease
- Ensure school policies are supportive of students and staff staying home when sick and offer options for people who are at risk of developing serious complications associated with COVID-19