



La Crescent Montessori & STEM School

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Family Handbook

COVID-19 Addendum

August 17, 2020



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As we read the complicated plans of other schools and listen to the health concerns of families we keep hearing one thing: “no one asked for this.” And, it’s true. Each of us has made a specific set of choices to be a part of the LMSS community, but none of us asked for the confusion this year has brought.

However, the choices we have made to bring us all together is what is going to get us through this. We have strong families, strong values, and strong connections. We will lean on this strength to adjust to our new normal and give our students the best education possible :)

Below is a list of changes, new expectations, and planning outlines to help give you a sense of structure as we begin our exciting new year.

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Introduction

Based on a variety of data points listed below, LMSS will work in one of the following learning models. Any transition from one learning model to another will be communicated as soon as possible to parents.

Our three guiding principles are:

1. The safety of our students, community, and staff is our highest priority
2. Learning and growing *together* is best for our students' education
3. Each family has diverse needs that should not only be supported but valued

This document supersedes the Family Handbook and Adolescent Program handbook during the COVID-19 pandemic. This document may change as we learn more about the COVID-19 virus. Admin will notify families ASAP with any changes.

At the start of the 2020-2021 school year, LMSS will be in an in-person learning model for grades pre-k-4th and hybrid learning for 5th-12th grade. The following learning models are based on direction from the LMSS Board of Directors, and may be more restrictive than MDE, MDH requirements.

Learning Model 1	Learning Model 2	Learning Model 3
In-Person Learning	Hybrid Learning	Learning from Home
<ul style="list-style-type: none"> ● All students in the building ● Encourage social distancing ● Required mask use ● Extra sanitation schedules ● Staggered drop-offs, separate lunches ● bussing encourages social distancing* ● 6 feet social distancing encouraged 	<ul style="list-style-type: none"> ● All the previously mentioned and... ● 50% of students in the building at a time ● Wednesday - all student distance learning ● decreased bussing capacity* ● 6 feet social distance required 	<ul style="list-style-type: none"> ● All students learn from home ● Any family can choose distance learning at any point this year ● Once you choose distance learning, you have to remain distance learning until the next quarter

*Ready Bus Lines is implementing many mitigation strategies to ensure safe transportation for students. This includes (but not limited to) families sitting together, distancing families, sanitizing between uses and reducing capacity.

Communication

The LMSS COVID-19 Task Force will communicate any changes as soon as possible to families. Look for the following email subject headers:

Change in Learning Model - this means LMSS will be moving to a new learning model for the school or one specific classroom

Close Contact - this means your child came in close contact with someone who tested positive for COVID-19

Procedure Update - this just means we made a change to one of our safety procedures and you should be aware

If your child(ren) test(s) positive for COVID-19, notify the school immediately. Although we are in close contact with HCPH, they often have a backlog of information. We can hear much quicker through our families and make the appropriate accommodations while still maintaining respect for your privacy.

Please contact Mrs. Tammy or Miss Kate If your child(ren) test(s) positive for COVID-19

LMSS Task COVID-19 Force

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Safety Precautions

Sanitation: Staff will sanitize all materials and surfaces between student uses. Hand sanitizer stations will be set up in high traffic areas of the school.

Location: Each classroom will be separated for lunch, recess, drop-off, and pickup. Students will have lunch in their classrooms or eat outside as long as the weather is nice. The only exception is that EI and EII will both enter through the gym door. Once inside, they will practice 6 feet of social distancing.

Masks: Each student and staff will be given a cloth facemask. All visitors will also be required to wear an approved cloth face covering.

Visitors: Visitors, including family members, will be accepted on a limited basis only.

Snack Prep/Heat Up Lunches: Teachers will prep snacks for individual use and we will not be doing heat up lunches. Students should bring non-heat up lunches. Thermoses can be great for keeping food warm!

Supplies: Students will have small caddies or pencil boxes with necessary individual supplies such as hand sanitizer, pencils, or masks (while not wearing them).

Learning Model Data Points

The following data points and considerations were provided by the **Minnesota Department of Health** (MDH) and the **Minnesota Department of Education** (MDE). We will use these metrics as a baseline to make decisions about which learning model to implement.

1. 14-day case rate per 10,000 people by county of residence. The LMSS community includes residences from Houston, Winona, and La Crosse counties.

MDH will update these data points each Thursday allowing us to discuss any necessary changes to our learning model with **Houston County Public Health** (HCPH) and our Regional Support Team.

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

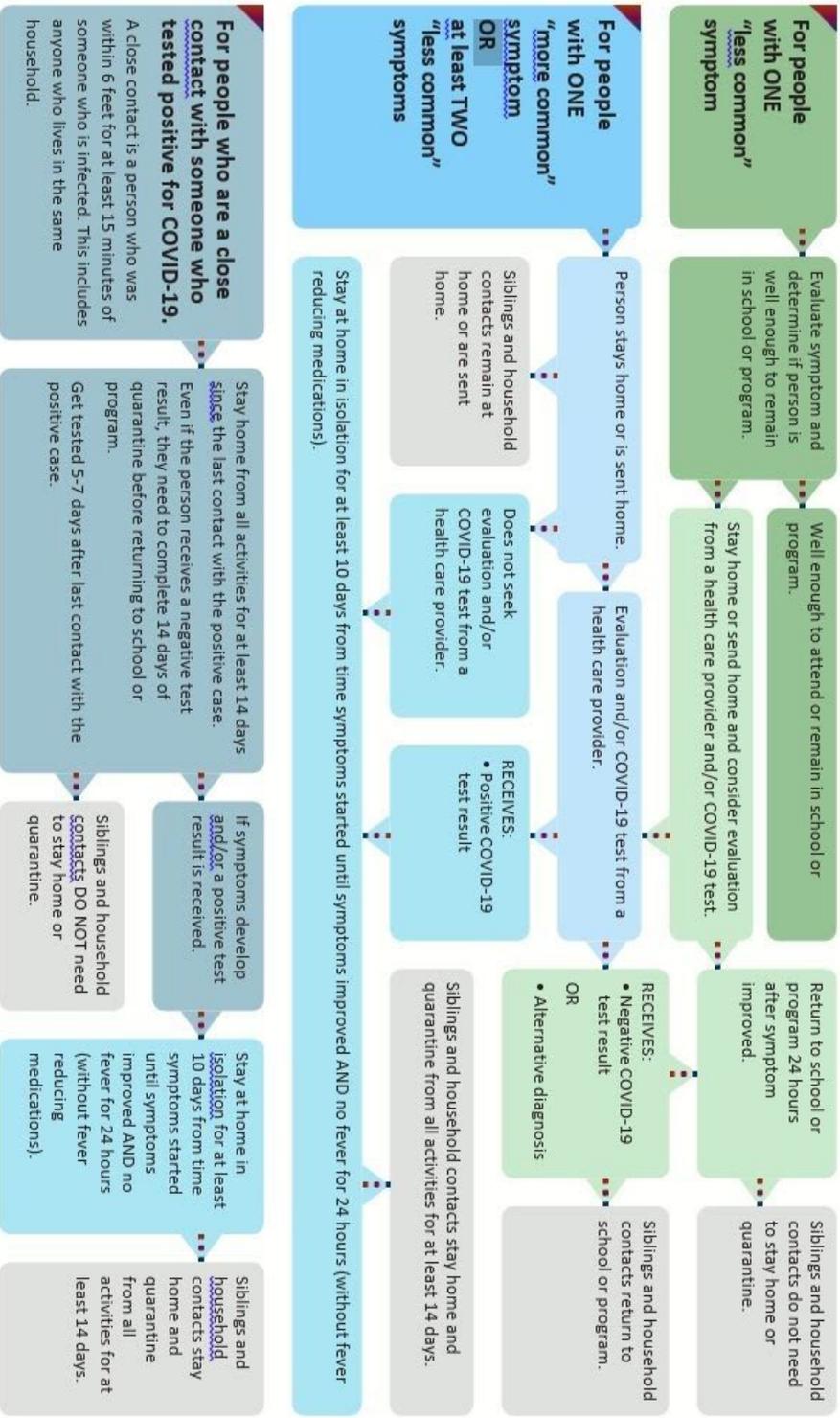
2. Inadequate staffing. If too many staff are out due to illness or contact with a positive case and we can't find enough substitutes, we may need to move to a more cautious learning model.
3. Close contacts with positive cases. If someone in a classroom tests positive, that classroom will temporarily move to a more restrictive learning model to minimize any potential spread.
4. Recommendations from **MDH** or **HCPH**. If there are changes in state data or significant community spread in Houston, Winona, and/or La Crosse counties, the health department may advise us to change our learning model.
5. Enrollment changes, If our in-person student population grows and we do not have the appropriate spacing, we may need to move to a different learning model.

Symptom Decision Tree

COVID-19 Decision Tree for People in Schools, Youth, and Child Care Programs

Follow the appropriate path if a child, student, or staff person is experiencing the following symptoms consistent with COVID-19:

- **More common:** fever greater than or equal to 100.4°F, new onset and/or worsening cough, difficulty breathing, new loss of taste or smell.
- **Less common:** sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excessive fatigue, new onset of severe headache, new onset of nasal congestion or runny nose.



STAY SAFE MN

Minnesota Department of Health | health.mn.gov | 651-201-5000
 625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975
 Contact health.communications@state.mn.us to request an alternate format. | 8/31/2020

Narrative for COVID-19 Decision Tree for People in Schools, Youth, and Child Care Programs

Introduction

This tool applies to children, students, or staff members who are experiencing symptoms consistent with COVID-19. Symptoms consistent with COVID-19 fall into two groups:

- More common symptoms are one or more of these: fever of 100.4°F or higher, new onset and/or worsening cough, difficulty breathing, and new loss of taste or smell.
- Less common symptoms are two or more of these: sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excessive fatigue, new onset of severe headache, and new onset of nasal congestion or runny nose.

Supporting people with COVID-19 symptoms

After identifying the COVID-19 symptoms, select one of two possible paths.

First path

1. The first path is for when the person is experiencing only one symptom from the list of less common symptoms.
2. Next, evaluate that symptom and determine if the person is well enough to stay in the school or program.
3. If yes, attend or remain in school or program.
4. If no, they should stay home or be sent home and consider an evaluation from a health care provider or COVID-19 testing.
5. If evaluated and/or tested, follow second path numbers 3 – 7.
6. If the person is sent home, they can return to the school or program 24 hours after the symptom has improved.
7. The person's siblings or household contacts do not need to stay home or quarantine.

Second path

1. The second path is for when the person is experiencing one more common symptom or at least two less common symptoms.
2. If yes, the person stays home or is sent home, and their siblings or household contacts stay home or are sent home.
3. The person with symptoms is either seen by a health care provider for an evaluation and COVID-19 test or they do not seek a medical evaluation.
4. If the person does not seek a medical evaluation, they must stay at home in isolation for at least 10 days from the time their symptoms started until symptoms are improved and no fever for 24 hours without fever reducing medications. Siblings and household contacts must stay home and quarantine from all activities for at least 14 days starting with the day they were last in contact with the person who is experiencing COVID-19 symptoms.
5. If the person receives an alternate diagnosis to explain the symptoms, they can then return to school or the program 24 hours after symptoms have improved or as directed by a healthcare provider. Siblings and household members do not need to stay home or quarantine any longer once the alternate diagnosis is known.
6. If the person tests negative for COVID-19, they can return to school or the program 24 hours after symptoms have improved. Siblings and household members do not need to stay home once the negative result is known.
7. If the person tests positive for COVID-19, they must stay at home in isolation for at least 10 days from the time the symptoms started until symptoms have improved and no fever for 24 hours without fever reducing medications. Siblings and household contacts must stay home and quarantine from all activities for at least 14 days starting with the day they were last in contact with the person who is experiencing COVID-19 symptoms.

Close contact path

1. The document also provides guidance for people who are a close contact with someone who tested positive for COVID-19. A close contact is a person who was within 6 feet for at least 15 minutes of someone who is infected. This includes anyone who lives in the same household.
2. If a person is a close contact, the person must quarantine and stay home from all activities for at least 14 days since the last day of contact with the positive case. Even if the close contact receives a negative test result, they need to complete 14 days of quarantine before returning to school or program. Close contacts should seek COVID-19 testing 5-7 days after last contact with the positive case. The siblings

and household members of the close contact do not need to stay home or quarantine.

3. If a person who is a close contact develops symptoms and/or tests positive for COVID-19, the person must stay home in isolation for at least 10 days from the time their symptoms started until symptoms are improved and no fever for 24 hours without fever reducing medications. Siblings and household contacts also must stay home and quarantine from all activities for at least 14 days.

Additional details about this tool

This decision tree supports these guidance documents:

- 2020-2021 Planning Guide for Schools (PDF)
(www.health.state.mn.us/diseases/coronavirus/schools/k12planguide.pdf).
- COVID-19 Prevention Guidance for Youth and Student Programs (PDF)
(www.health.state.mn.us/diseases/coronavirus/schools/socialdistance.pdf).
- COVID-19 Prevention Guidance for Overnight Camps (PDF)
(www.health.state.mn.us/diseases/coronavirus/schools/overnightcamp.pdf).

Symptoms

- The symptoms listed are those most often identified among people who test positive for COVID-19. More common symptoms are seen more frequently among people who are confirmed to have COVID-19 and may be the only symptoms a person develops. Less common symptoms have been identified and associated with people who are confirmed to have COVID-19, but are less specific to COVID-19. Less common symptoms may appear along or with another less common symptom.
- A fever of 100.4°F or higher is the threshold that needs to be met for a person to stay home or be sent home for COVID-19. A fever lower than 100.4°F, or a low-grade

fever, may still require the child, student, or staff member to stay home or be sent home. Programs may follow pre-COVID-19 protocols for return for low-grade fevers. Schools and child care programs should follow their established policy or procedure or reference the Infectious Diseases in Childcare Settings and Schools Manual (<https://www.hennepin.us/daycaremanual>).

- New onset means that the symptom is not something that is experienced on a regular basis or is associated with a pre-existing condition. Pre-existing conditions are a sickness or physical disorder for which someone was treated, received medical advice, or had taken medication within 12 months before the onset of illness.
- MDH will continue to evaluate data related to COVID-19 symptoms and will update this document as needed.

Evaluation by a health care provider

- Evaluation by a health care provider is a recommendation, not a requirement. Medical evaluation and/or testing for COVID-19 may be considered for ANY of the symptoms listed, depending on suspicion of illness from a health care provider and availability of testing. When there are high levels of community transmission or multiple unlinked cases in the school or child care center, testing is strongly encouraged. Evaluation may include in-person, phone triage or telehealth, emergency department, clinic, and/or urgent care. An evaluation can help to identify the need for COVID-19 testing or if there is another reason/diagnosis to explain new symptoms.
- **For schools only:** When there are high levels of community transmission or multiple unlinked cases in the school, exclusion with evaluation and testing is strongly encouraged even if a person is experiencing only one less common symptom. For these purposes, high levels of community transmission may be defined as greater than 10 cases per 10,000. Schools can use the Data for K-12 Schools: 14-day COVID-19 Case Rate by County (PDF) (www.health.state.mn.us/diseases/coronavirus/stats/wschooll.pdf) and can consult with their Regional Team or local public health office to help guide this recommendation.
- Alternative diagnosis means an established medical diagnosis obtained through evaluation by a health care provider and/or diagnostic test (e.g., strep, influenza, Respiratory Syncytial Virus (RSV)). School districts, schools, child care programs, youth programs, etc., may require written documentation (e.g., after-visit summary, note) for a child, student or staff member to return to a school or a program.

COVID-19 testing

- Polymerase chain reaction (PCR) is a viral test that checks a sample from a person's respiratory system by swabbing inside the nose (nasopharyngeal) or throat

(oropharyngeal) to determine if a person currently has an infection with SARS-CoV-2, the virus that causes COVID-19. Results can take several days.

- Antigen tests are immunoassays that detect the presence of a specific viral antigen, which implies current viral infection. Antigen tests are currently authorized to be performed on nasopharyngeal or nasal swab specimens placed directly into the assay's extraction buffer or reagent and results can be returned in 15 minutes.

NOTE: Antibody tests check blood samples by looking for antibodies, which can show if a person had a **past** infection with the virus that causes COVID-19. They are not used to diagnose COVID-19.

Minnesota Department of Health | health.mn.gov | 651-201-5000 625 Robert Street North
PO Box 64975, St. Paul, MN 55164-0975

Contact health.communications@state.mn.us to request an alternate format.

08/31/2020

Program Changes

Pick up and Drop-off. Please follow the schedule below to minimize congestion in the parking lot and increase safety for all students and staff. Students are to remain in the vehicle. A staff member will come to you and provide temperature checks and go through the health question checklist for each of your children. After completion of the checks, students can then enter the building at their designated entrance. Young children will be escorted to the building by staff.

- Drop off for families with last names A-M: 7:45 am
- Drop off for families with last names N-Z: 8:00 am

Children's House students will enter the building through the main front door. E1 and E2 students will enter the building into the gym. AP students will enter the building through the AP student entrance located at the front of the building.

- Pickup - Students will be located at the following designated locations to limit classroom mixing.
 - Children's House - Backyard playground
 - Elementary I & II - Front parking lot
 - Adolescent Program - Army Corps entrance

Snacks and non food items for birthdays should be individually packaged. More information will come from your child's classroom teacher.

The Adolescent Program will also waive volunteer hour requirements. Career Exploration may also be waived in 2021, depending on the data points/metrics and availability of placements. Coffee & Scram will be postponed until further notice.

Mask Policy

LMSS will follow the Executive Order 20-81 to ensure the safest environment possible for students and staff.

- Masks are not required during rest time, mealtime, or outdoor activities while maintaining social distancing.
- Students and teachers will work together to take appropriate "mask breaks." Each child is going to have a different response to the new routine. We will respect these differences and ensure they can step outside or remove their mask safely while maintaining appropriate distance from other children.

LMSS will provide one cloth mask per student as well as have extra disposable masks on hand for accidents. We encourage you to have a mask for each day of the week to limit last-minute laundry needs. If you need assistance in obtaining masks, or have laundry access concerns, please contact the office as soon as possible. We may be able to help!

Social Distancing in School

For Children's House and EI, social distancing will be encouraged. Desks/tables (distanced at six feet apart), reading areas, rest mats, materials, and snacks will be separated for individual use. Although children will practice social distancing for most of the day, they may also participate in small group lessons or circle time. On those occasions, children may be within 6 feet of each other while still masked. In the event that our CH and EI classrooms move to a hybrid learning model, 6 feet of social distancing will be required at all times including circle time and lessons.

Lunches will be held in the classrooms or outside to limit contact mixing between classrooms.

Grades 4th-12th will practice 6 feet of social distancing. The tables will be spaced 6 feet apart. Art, snack, and other special areas will only be open for individual use. Teachers will sanitize between uses.

All classrooms will limit out of the classroom activities. If the gym is used by a classroom, we close the gym for sanitation before it's next use.

Outdoor time will be utilized as much as possible. Any class, physical activity, or mealtime that can be provided outside - will be!

What to expect in the event of an illness- any illness

Even without COVID-19, fall is a wild ride for children and their illnesses. We always see upticks in flus, colds, and allergies.

If your child is feeling ill, but is not considered to be “showing symptoms” for COVID-19, just keep them home until they feel better. If your child experiences (only) a fever, they must remain home at least 24 hours after the fever is gone without medication. If they begin to show symptoms of COVID-19, please let us know.

If your child is feeling ill at school, but is not considered to be “showing symptoms” of COVID-19, we will find them a place to rest until we can get ahold of you - just like any other year. They will not share a space with any students who are awaiting pick up due to COVID-19-like symptoms.

If your child is “showing symptoms” of COVID-19, that student will rest in the office, away from other children until their caregiver can pick them up.

Any student who is awaiting pick up will be supervised at all times. We often utilize the main office for this. In the event we need more space to allow for appropriate social distancing, we may move the students and supervisor into a larger room, while remaining separated from other students.

How can you help?

1. Talk to your children about why families might have different feelings about safety precautions. Some of us are anxious, some of us are ready to return to normal, some of us are just trying to keep things going. Discussing these differences can help decrease bullying and increase compassion.
2. Increase focus on hand-washing and limit social gatherings. The lower our county case counts are, the more students we can safely hold in our school. Help us give our students the socialization their development loves so much.
3. Drop off and pick up if you can! Bussing will be complicated this year and may require extra bus routes to accommodate for social distancing. The fewer kiddos who need to ride the bus, the more social distancing can occur and the lower our environmental impact will be.

4. Keep your children home if they are sick. Even if it's just the flu or cold - the more students who have flu-like symptoms, the less likely we will be able to have students in the building
5. Make cloth masks and give them to friends and families. Kids can be forgetful and (surprise!) even messy. The more masks we have available, the more we can ensure proper PPE use.
6. Have your child practice wearing a mask. A great tip we have heard is to start having them wear a mask during an activity they enjoy (like screen time) when they are distracted by something they associate with positive feelings.
7. Be positive about the changes and challenges we are facing. Students often mimic our response. It certainly won't be easy all of the time, but we can do hard things, we can survive through hard times, we will work hard, we will help each other, we will adjust, and we will excel together, as a family!

What if I have more questions?

If you have any questions, please reach out to Miss Kate or Miss Tammy right away. We are here to support every student, and every family as much as possible. This year will certainly be an opportunity to learn and grow together with compassion and understanding.



La Crescent Montessori & STEM School
La Crescent, Minnesota 55947

COVID-19 Symptom Checklist

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others.

Please check your child for these symptoms:

- New cough/worsening cough**
- Shortness of breath**
- Temperature 100.4 degrees Fahrenheit or higher**
- New Loss of taste and smell**
- Nausea
- Chills
- Sore throat
- New onset of severe headache
- Diarrhea, vomiting, or abdominal pain
- Body aches and pains
- Excessive Fatigue
- New onset of nasal congestion or runny nose
- I gave my child fever reducing medicine**
- My child has come in "close contact" with someone who has tested positive for COVID-19 in the past 14 days**

Any child who has a cough/shortness of breath; a temperature of 100.4 degrees (or higher); new loss of taste/smell OR at least two of the other symptoms listed above is considered to be "showing symptoms" of COVID-19 and will follow the COVID-19 decision tree for quarantine procedures.

If you answered yes to any of the following statements above, you must review the decision tree guidelines.

Any child who has been in close contact with someone who has tested positive for COVID-19 will follow the COVID-19 decision tree for quarantine procedures and/or guidance from a health care provider.