

A photograph of four children riding tricycles on a concrete sidewalk. In the foreground, a young girl with brown hair in a ponytail, wearing a light blue t-shirt with a colorful graphic, is smiling at the camera. Behind her, three other children are riding tricycles, slightly out of focus. The background shows a grassy area, a chain-link fence, and a house with a parked orange SUV.

**Be Safe. Be Successful.**

**Back to School 2020-2021**

**LANCASTER COMMUNITY SCHOOLS**

# OUR VISION

"We strive to create high levels of learning in a welcoming, collaborative environment that nurtures personalized success for all Flying Arrows."

## Welcoming

We stand to provide a safe, inviting and supportive environment.

## Collaborative

We stand to build relationships that focus on a shared responsibility for continuous school improvement.

## Personalized success and high levels of learning

We stand to support individual growth with high expectations to develop lifelong learners.

# INSTRUCTIONAL MODEL: MOVING BETWEEN MODELS

	Traditional Classroom	Blended Learning	E-Learning
Health and Safety	<ul style="list-style-type: none"> <li>• Safety precautions implemented to limit spread and exposure</li> <li>• Driven by positive COVID-19 case factors to include: possible staff exposure, student exposure, building exposure</li> </ul>	<ul style="list-style-type: none"> <li>• To be used as a tool to reduce the number of secondary students utilizing transportation and present in secondary buildings on a given day while providing in-person opportunities for teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• To be used in the event of exposure to a positive COVID-19 case, county- or state-mandated closure</li> <li>• May be building specific</li> <li>• Allows for continuation of instruction</li> <li>• Allows cleaning protocols to be executed</li> </ul>
Family and Community Needs	<ul style="list-style-type: none"> <li>• Addresses community and parent child care crisis concerns</li> <li>• Reduces family burden of teaching and working from home</li> </ul>	<ul style="list-style-type: none"> <li>• Allows district flexibility to increase distancing for largest buildings while prioritizing traditional classroom learning for PK-5 students</li> <li>• Provides in-person interactions while reducing bus and building capacity on a daily basis</li> </ul>	<ul style="list-style-type: none"> <li>• Anticipate use of this model targeted to buildings or cohorts to address COVID-19 exposure and/or outbreaks</li> <li>• Families must be prepared for short-term building closures without significant notice throughout the school year</li> </ul>
Social and Emotional	<ul style="list-style-type: none"> <li>• Offers needed human interactions in a safe environment</li> <li>• Utilize the first weeks of school to rebuild relationships and debrief experiences</li> <li>• Establishes new routines</li> </ul>	<ul style="list-style-type: none"> <li>• Offers needed human interactions in a safe environment</li> <li>• Rapid identification of disengaged or struggling students</li> </ul>	<ul style="list-style-type: none"> <li>• Special attention paid to emotional health of students and staff</li> <li>• Rapid identification of disengaged or struggling students or staff</li> </ul>

# INSTRUCTIONAL MODEL: MOVING BETWEEN MODELS





# INSTRUCTIONAL MODEL:

## TRADITIONAL CLASSROOM LEARNING

### Return to the classroom

Students and staff practice operational safety procedures to reduce the spread of COVID-19

### Staffing

May be reassigned to support distancing and safety procedures, enabling students to return to the classroom

### Schedules

Daily schedule has been modified (ex. lunch, recess) as necessary, with start and end of day bell times remaining the same

### Grading

Traditional grading (Middle/High School: A-F, Winskill Elementary: Standards-based grading)

### Alternatives

Students and families who are not comfortable will be provided an online/virtual option

### Attendance

All students are required to attend their scheduled classes at the time they are offered. This includes all students, whether attending classes face-to-face or virtually

# INSTRUCTIONAL MODEL:

## BLENDED LEARNING

### Grades 6-12

Will be used to reduce the number of students in larger secondary schools. Pre-kindergarten through fifth grade will continue traditional classroom learning

### Schedule

Monday, Tuesday: Cohort A attends class; Virtual Learning for Cohort B

Wednesday, Thursday: Cohort B attends class, Virtual Learning for Cohort A

Fridays will be alternated

### Early Identification

Teachers, schools and families will work together to quickly identify students struggling to engage

### Grading

Traditional grading (Middle/High School: A-F, Winskill Elementary: Standards-based grading)

### Devices and Access

Students will be provided a district device

Families will need to have Internet access to accommodate virtual learning

If Internet access is not available, families will need to notify the school district to collaborate on modifications

### Alternatives

Students and families who are not comfortable with blended learning will be provided a virtual option five days per week

# INSTRUCTIONAL MODEL:

## VIRTUAL LEARNING

### Targeted or District-Wide

May be used for short or long-term needs as determined by positive COVID-19 cases

### Schedule

School will be in session Monday - Friday  
Staff will be at school providing instruction  
Students will be at home

### Devices and Access

Students will be provided a district device  
Families will need to have Internet access to accommodate virtual learning  
If Internet access is not available, families will need to notify the school district to collaborate on modifications

### Early Identification

Teachers, schools and families will work together to quickly identify students struggling to engage

### Grading

Traditional grading (Middle/High School: A-F, Elementary: Standards-based grading)

### Attendance (progress monitoring)

Classroom meetings and completion of assignments will be an indicator of involvement and attendance

# OPERATIONS: DAY-TO-DAY

## Self health check

Please refer to page 14

## Visitors

No non-essential visitors and visits

## Cohorts

Elementary classrooms will remain in static groups  
Limit interaction outside of classroom environment

## Entrances and Exits / Traffic flow

All entrances will be locked  
Everyone within the building will follow the flow of traffic signs  
If there is two-way traffic, all individuals are expected to walk single file and to their right side of the hallway

## Face Coverings

All students and adults will be required to wear a face covering while in school district buildings

## Field Trips and Gatherings

Limit and monitor conditions before final approval for trips and large school events

## COVID-19 Point of Contact

Please refer to page 15

## School-to-Home Communication

Please refer to page 16



# OPERATIONS: **HEALTHY ENVIRONMENTS**

## **Ventilation**

Increased filtration inspections will be scheduled  
All air filters have been replaced with higher density filtration material

## **Cleaning and Disinfecting**

Middle/High School classrooms will be disinfected between classes  
Winskill Elementary classrooms will be cleaned at the end of the day (students are in a cohort throughout the day)  
All restrooms will be disinfected throughout the day every two hours throughout the school day

## **Communal Spaces**

Middle/High School lunch rooms will be disinfected between uses

## **Hand Hygiene**

Best practices will be taught and reinforced at all grade levels

# OPERATIONS: PHYSICAL SPACES

## Physical Barriers

Barriers will be installed in office spaces, lunch rooms and classrooms

Where social distancing is difficult

## Floor Adhesives

Separation stickers (6') in high-traffic areas (ex: hallways, lunch line)

Flow of traffic signs will be installed to indicate the direction of student/staff flow

## Safety Signage

To promote safety, informational signage will be posted throughout school buildings:

1. Hand Hygiene
2. Social Distancing
3. Symptoms
4. Face coverings

## Hand Sanitation Stations

Increased placement and encouraged usage

Stations will be placed in each classroom, building entrances and exits, and lunch rooms

## Locker Usage

Limited use

Backpacks will be used during the day

## Isolation Room

Isolation spaces are located in or near each school office

## Drinking Water

Bottle filling only (students will be expected to bring their own water bottles for daily use)

Drinking fountains will not be available

# OPERATIONS: **TRANSPORTATION**

## **Student Capacity**

Efforts will be made to limit one student per seat on the bus (students from the same household may sit together)

Students will be asked to sit at a window seat to maximize social distancing

## **Face Coverings**

Students will be required to wear face coverings to enter, exit and while riding the bus

Drivers will be required to wear face coverings

## **Health and Safety**

Buses will be disinfected following each route with special attention given to high-touch areas

## **Self-Transport**

Parents and/or students planning to self-transport are encouraged to contact their school's office to increase accuracy of routes and staffing requirements

With the help of our families who are able to transport their students, we can reduce our bus riders to enhance social distancing

# EXTRACURRICULAR ACTIVITIES

## WIAA Guidance

Rely on and implement guidance from WIAA to safely hold athletic practices, competitions and events

## Moving Between Models

Activities and events may be postponed or adjusted to reflect current conditions in schools or the community

## Clubs and Activities

Clubs and activities will take place with social distancing and safety measures

# DAILY SELF-CHECK FOR FAMILIES

Symptoms may appear 2 to 14 days after exposure to the virus. If your child has any of the following symptoms, please keep them home until symptoms are resolved:

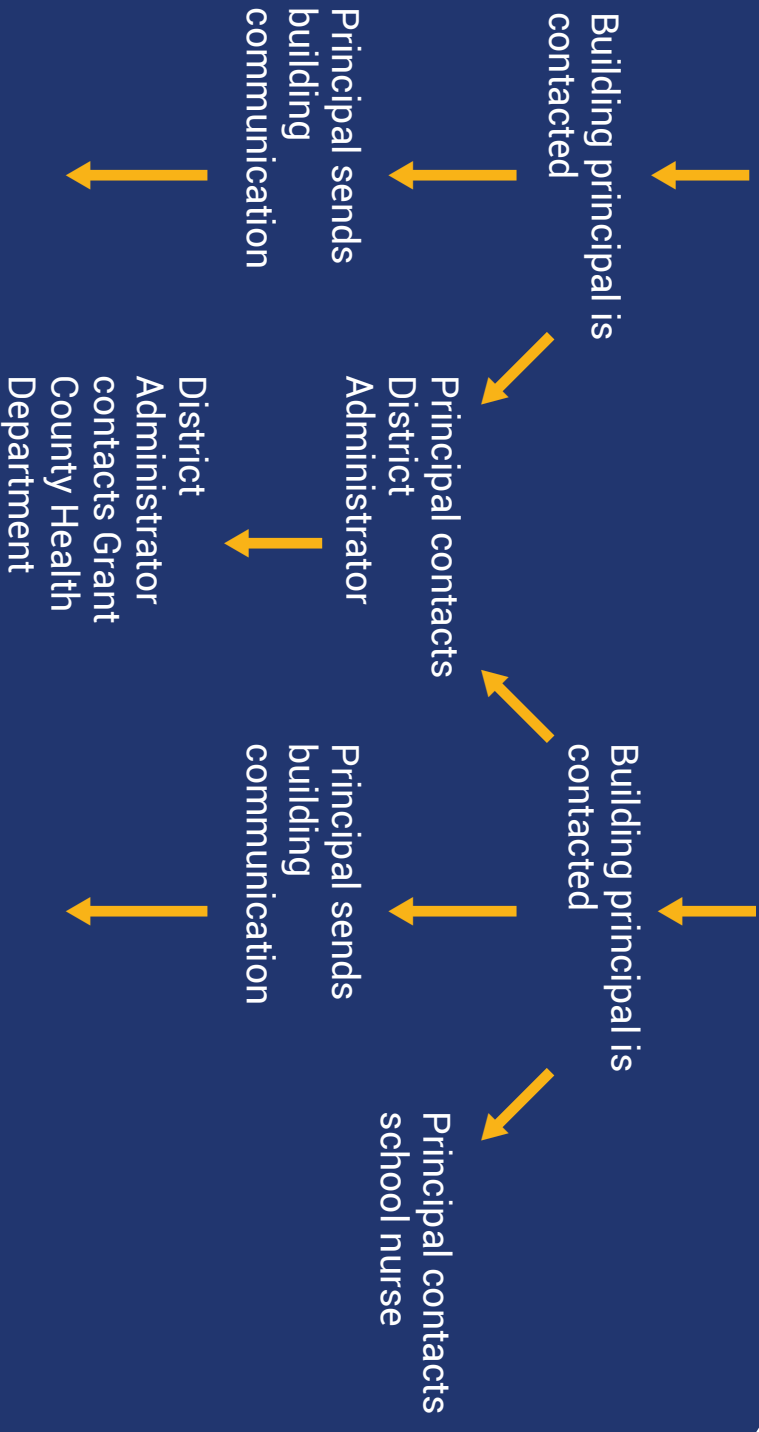
- Fever (Temperature of 100.4 or greater) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

*Source: Centers for Disease Control and Prevention*

**CDC Self-Checker.** <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

# CONFIRMED POSITIVE COVID-19 CASE

## Staff



## Student

- ▼ **Winskill Elementary School**  
Building-wide letter is sent, identifying the classroom of the confirmed case
- ▼ **Lancaster Middle School**  
Building-wide letter is sent, identifying the grade level of the confirmed case
- ▼ **Lancaster High School**  
Building-wide letter is sent, identifying the grade level of the confirmed case
- ▼ **Activities or Events**  
Building-wide letter is sent identifying the activity/event of the confirmed case, provided there are 10 or more individuals involved to maintain confidentiality



# SCHOOL-TO-HOME COMMUNICATION

In the event one of our schools is required to transition from one learning model to another, the school district will use the following communication outlets to inform families:

- Lancaster Community Schools website ([www.lancastersd.k12.wi.us](http://www.lancastersd.k12.wi.us))
- Lancaster Community Schools Facebook page
- Area radio and television stations
- Lancaster Community Schools app

Should a student or staff member test positive for COVID-19, the school district will work with the Grant County Health Department to communicate information through the following formats:

- A letter will be sent home to families indicating an individual within one of our school buildings has tested positive for COVID-19
- If your child was in direct contact with the individual who tested positive, you would be contacted by the Grant County Health Department.
- A push notification will be sent via the Lancaster Community Schools app, providing a more immediate sharing of information

# SURVEY FEEDBACK

Lancaster Community Schools surveyed school district families and staff regarding returning to school for the 2020-2021 school year. A total of 314 families responded to the survey (56.3 percent response rate).

## Winskill Elementary School

163 families (75.1 percent) indicated face-to-face instruction with enhanced safety precautions was an acceptable solution, while 40 families indicated blended instruction was an acceptable solution and 16 indicated virtual instruction was an acceptable solution.

41 staff members (74.5 percent) indicated face-to-face instruction with enhanced safety precautions was an acceptable solution, while 11 staff members indicated blended instruction was an acceptable solution and eight indicated virtual instruction was an acceptable solution.

## Middle/High School

163 families (72.4 percent) indicated face-to-face instruction with enhanced safety precautions was an acceptable solution, while 64 families indicated blended instruction was an acceptable solution and 37 indicated virtual instruction was an acceptable solution.

32 staff members (59.3 percent) indicated face-to-face instruction with enhanced safety precautions was an acceptable solution, while 15 staff members indicated blended instruction was an acceptable solution and five indicated virtual instruction was an acceptable solution.