

Zion
Lutheran

Sharing *hope*, teaching *Christ*

ZION LUTHERAN SCHOOL, MAYER, MINNESOTA
RETURN TO CAMPUS ROAD MAP FOR THE
2020 – 2021 SCHOOL YEAR

The steadfast love of the Lord never ceases; His mercies never come to an end; they are new every morning; great is Your faithfulness. Lamentations 3:22-23

Updated August 4, 2020

Greetings Zion family,

This past spring the COVID-19 pandemic caused Zion Lutheran School to suspend on campus instruction and implement distance learning for the remainder of the school year. Our faculty did a remarkable job of continuing to provide our students with a Christ centered and academically strong education despite the challenging circumstances. Our families were tremendous partners in this process.

Over the past few months, we have engaged in extensive planning so that we can safely and responsibly re-open our school. This work has been done in collaboration with health professionals, parents, faculty and staff, and other Lutheran schools. The decisions we have made and will make have been guided by our commitment to sharing hope and teaching Christ through on-campus learning along with balanced health precautions to promote the physical, intellectual, social, and spiritual well-being for our students, employees, and families.

Our desire is to hold classes in our building for the entire year. We will need your help to make this succeed. We are asking that families do a health screening each day prior to sending their children to school. In the event that the authorities require that we are not allowed to do in person learning, we will implement our distance learning strategies as necessary. We have invested in technology and training to enable us to effectively teach each student, whether on campus or not.

COVID-19 is forcing us to make a number of adjustments to how we do school in our building. We will continue to make adjustments as we improve our plans and respond to new developments related to the pandemic. What will not change is the passion we have to share hope and teach Christ.

We hope this Return to Campus Road Map will be a valuable and encouraging resource as we trust God for an outstanding school year at Zion Lutheran School.

In His service,
Joshua Baumann
School Administrator

Learning Scenarios and Protocols for School Opening

Zion Lutheran School's current expectation is to minister to and educate students in our building. To this end, plans have been developed so that a high-quality education will be provided in the safest manner possible. This is an ongoing planning process as guidelines in regards to COVID-19 change frequently. Your support, understanding, and prayers are appreciated.

SCENARIO 1: Our preferred and current expectation for the fall

- * Face-to-face education and ministry in our building will occur.
- * Daily health screenings will occur. Parents will be responsible for screening their children each morning utilizing the COVID-19 Health Screening Flow Chart. All staff will be responsible for conducting a self-screen each morning.
- * New health and attendance-related protocols will be utilized. Student illness will lead to longer amounts of time out of school to ensure complete healing and reduce the risk to the school community. Parents will be asked to provide more information about a student's illness.
- * Practicing the following hygiene protocols will be emphasized.
 - Wash hands often.
 - Do not touch your face (eyes, nose, and mouth).
 - Cover your coughs and sneezes into your elbow or into a tissue.
- * To start the year, large assemblies will be modified (chapel, lunch, etc.)

SCENARIO 2: Distance Learning (Our least desirable option.)

- * In the event of a need or mandate to cease on campus instruction, Zion Lutheran School is prepared to implement a distance learning program to continue our educational ministry.
- * Zion Lutheran School will be preparing students for this scenario while we are conducting classes on campus. This will ensure that students will be able to make this transition successfully if needed.

Absences and Distance Learning – Continuing Education While Absent

Absences due to illness will require that students remain at home for longer periods of time. In order to continue their education while absent:

- * Students will be able to join classes from home allowing them to receive instruction from home.
- * In the event of an illness being so significant that a student cannot join their class, class sessions will be recorded and posted so that the student can watch what was missed when they are feeling better.

Health Concerns and Daily Attendance

If there is a health issue creating a concern about having your student in physical, on-campus attendance each day, our ability to deliver Distance Learning provides an excellent way to continue your student's education. Please contact Joshua Baumann at 952-657-2339 or joshua.baumann@zionmayer.org regarding this concern so that plans can be made to accommodate this concern.

Instructional Technology

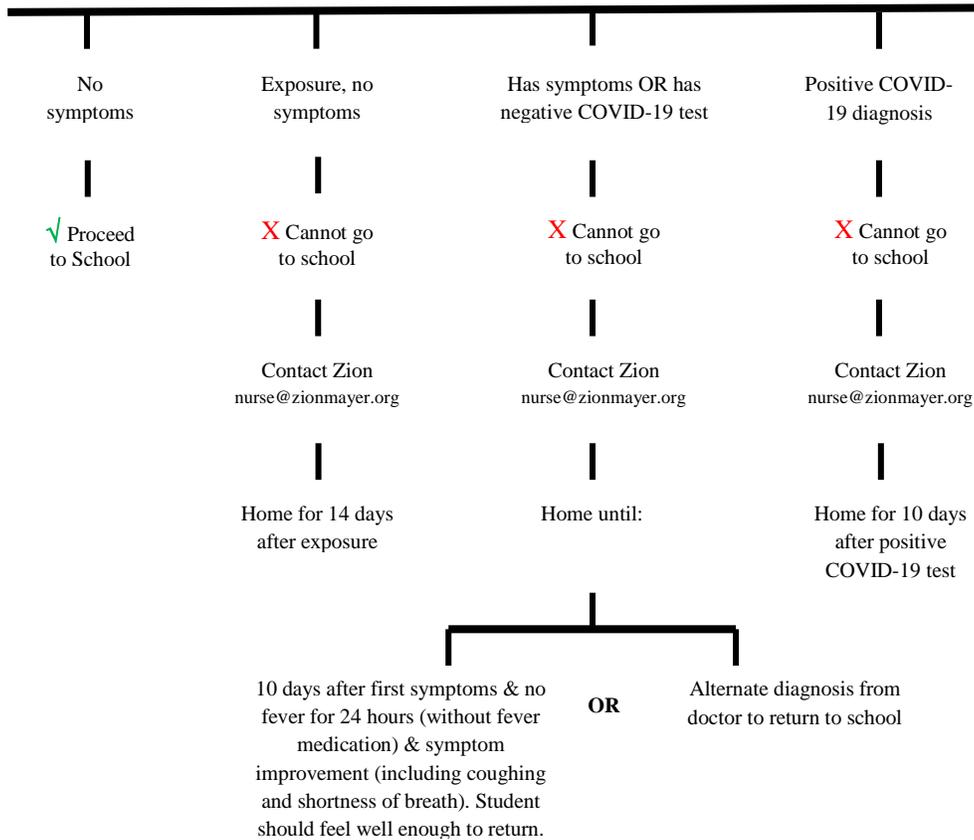
Zion Lutheran School has the infrastructure and Learning Management Systems in place to educate students in COVID-19 times. To this end, additional hardware are being added to ensure a high quality program for our students. Chromebooks will be available for loan if a distance learning plan is necessary.

Daily Self-Screening

Zion Lutheran School will require parents to assist us by conducting daily health screenings (See COVID-19 Health Screening Flow Chart for screening procedure) of their student. If symptoms from the screening cannot be attributed to a health condition other than illness, please have your student stay at home, contact the school, and possibly your health care provider. Based on the symptoms that are shared, Zion Lutheran School, along with your health care provider, will help create a plan for when your student can return to school.

Zion Lutheran School employees will follow the same daily health screening procedures.

COVID-19 HEALTH SCREENING FLOW CHART



Symptoms AND Self-Screening Criteria

One of the following would mean HAS SYMPTOMS:

- * Fever (100.4+) or chills
- * NEW cough
- * Shortness of breath

OR

Two+ of the following symptoms would mean HAS SYMPTOMS:

- * Gastrointestinal symptoms such as nausea, vomiting, or diarrhea
- * NEW sore throat
- * NEW muscle aches
- * NEW loss of smell/taste
- * NEW congestion/runny nose
- * NEW headache

If you answer “YES” to any of these screening questions and meet the criteria, stay home and away from other people. Contact your health care provider for guidance.

Exposure

COVID-19 Definition of EXPOSURE:

- * If you have been within 6 feet of an infected person for at least 15 minutes from 48 hours before the person began feeling sick until the time the person was isolated.
- * If household has Zion Lutheran School siblings, they would also stay home for 14 days.

COVID-19 RETURN TO SCHOOL PARENT COMMITMENT LETTER

Dear Parents and Guardians of Enrolled Zion Lutheran School students,

Please read the commitment letter below, sign it, and return it to our office either in the mail, in person, or via email to gail.schuft@zionmayer.org. Zion Lutheran School must have a signed commitment letter for every student before they begin attending their 2020-2021 classes.

As the parent/guardian of _____ (student first name, last name), I understand and commit to the following:

1. Prior to each school day, I will assess my student for COVID-19 symptoms based on the **COVID-19 Health Screening Flow Chart**. I will also assess other contagious illness-related symptoms. I will commit to keeping my student home from all school activities if these symptoms are present based on the detailed symptom guidelines provided in the **COVID-19 Health Screening Flow Chart**.
2. I will not send my student to school if I am aware that he/she has been exposed to someone who has a positive diagnosis for COVID-19.
3. I will contact the school immediately by emailing nurse@zionmayer.org if I am keeping my students home due to illness.
4. I will speak with the school prior to sending my student back to school after staying home due to any illness.
5. Should my student develop symptoms while at school, I will ensure someone is available to pick them up promptly if we are contacted by the school to do so.
6. I give consent to and understand that classroom instruction will be delivered live and recorded on Google Classroom and that my child may appear in video and be heard in audio.
7. If a member of our household has been exposed to or diagnosed with COVID-19, I will notify the school by emailing nurse@zionmayer.org.

Parent/Guardian:

First Name

Last Name

Parent/Guardian Signature:

/ /
Date

Please return this form to the office by **Monday, August 24, 2020**.

School Communication

Communication regarding COVID-19 is critical to Zion Lutheran School and each family.

We are committed to keeping families informed via:

- * Our webpage has a link under the School tab labeled COVID-19
- * Our weekly Mustang Memo communication published on Wednesdays
- * Our FastDirect announcements

Regular communication with students will address behavioral expectations and foster a culture of care and thoughtfulness of others. Additionally, there will be reminders to:

- * Be aware of personal space/physical distancing
- * Properly cover sneezes and coughs with an elbow or arm
- * Graciously respect others who wear face coverings
- * Stay at home if you are sick
- * Not touch your face
- * Regularly wash and sanitize hands

Signs will be placed throughout the building to remind students, staff, and guests of proper protocols and expectations including:

- * Physical distancing
- * Personal hygiene practices
- * Washing hands and using hand sanitizer
- * COVID-19 symptoms
- * Appropriate ways to safely cough or sneeze

Personal Protective Equipment (PPE)

There are many perspectives regarding social distancing and the use of masks. We want our students and employees to be safe and well so that teaching and learning can take place on our campus.

Social Distancing: Students and employees are expected to socially distance whenever possible.

Masks: Masks will be required to be worn upon entering the building and while in the hallways. Students and employees will be allowed to take masks off while in their classroom pods or while practicing social distancing. All students and employees should have two masks with them each day. The second mask is a back-up and may be required if the first mask becomes unusable. Cloth face masks need to be laundered frequently. Each student and employee should have a supply of masks available to them that will allow them to get through the week. Preschoolers are not required to have masks.

As situations change, school leadership will make decisions with respect to PPE that are in keeping with our calling as Christians and in the best interest of students, employees, and the desire to have education take place on campus.

Facilities

- * Cleaning protocols are in place to ensure the sanitation of primary contact areas such as door handles, restrooms, and classrooms.
- * Classrooms will have sanitation supplies in them so that desks and chairs can be sanitized regularly during the day.
- * Hand sanitation stations have been added throughout the building so that students can conveniently sanitize their hands as they move in the building. Students are encouraged to have hand sanitizer with them for personal use.

Arrival and Departure Procedures

- * All students in K-8 will enter the building at the north entrance (new addition by the stairs) and are required to wear masks.
- * Masks are to be worn while students are in the halls.
- * At this time, parents are asked not to enter the school building with their child(ren).
- * All students in K-8 will leave the building at the north entrance at the end of the day. We would like all parents to use the car line and students will be called when their ride gets to the front of the line. Students should have masks on as they leave the building.
- * Preschoolers will enter the building by the office (flagpole doors). Preschoolers are not required to wear masks. At this time, we ask only one parent to accompany a preschooler into the building and to not enter the classroom.

Building Access During School Hours: Guests and Vendors

- * All guests (including parents) should enter the building at the office entrance (by the flagpole).
- * All guests should use the video entrance system to be allowed into the building. All guests should then go to the window at the office manager desk to be helped.
- * All guests should follow the Health Flow Chart prior to entering the building.

Extra-Curricular Activities

Zion Lutheran School is still waiting for guidelines from the Minnesota State High School League (MSHSL) and our MLAA league regarding activities for this coming school year. As we receive guidance and formulate our plans, we will share participant and spectator expectations for activities and events through announcements and proper signage.

Student Support

Our staff is committed to supporting our students. Our teachers are ready to provide academic assistance. Our pastors and the Mayer Lutheran High School counselor, who also serves Zion, desire to help students who are struggling with social and emotional situations. And, all of us are eager to support and nurture our students in their spiritual growth. Please contact us if you desire assistance with struggles your child is facing.

We will keep open and regular communication pathways to support our students and will consistently encourage them to act with kindness, respect, patience, and tolerance.

Spiritual Life

Weekly chapel will continue, but changes are being implemented. The year will begin with chapel on Wednesdays. Social distancing will occur during these spiritual growth opportunities. Instead of using chapel families, students will go to chapel in classroom groups. Depending on recommendations, we may use live-streaming so that students can view it in their classrooms. This plan will be evaluated and modified in order to provide the best opportunity for students and staff to grow in their Christian faith by the power of the Holy Spirit.

Food Services

Students will have lunch at their normal 11:15 or 12:00 time. Hot lunch will still be available. Students will go to lunch with their class and we will release classes so that there is more social distancing. We will utilize more lunch tables so that students are able to spread out more in the lunchroom. If recommendations change, we may have students eat lunch in their classrooms.

Students are encouraged to bring refillable water bottles each day. Though drinking fountains cannot be used, the bottle-fillers are available.

FAQs

What do I do if my child is sick with COVID-19?

Please have your child stay home. Contact the school by emailing nurse@zionmayer.org. Zion Lutheran School will assist families in determining when it is safe for the student to return to campus.

Can parents visit the school?

Parents are asked to restrict visits to campus. If there is a reason that requires a visit to campus, parents are asked to self-screen and use the entrance at the office.

Will Zion Lutheran School shut down if a student or employee gets a positive COVID-19 diagnosis?

Our hope would be to avoid a shut down. In order to care for our students and employees, Zion Lutheran School and local health officials will collaborate on the best plan of action if a shut down would need to be considered. We will do our best to communicate with our families in the event of a positive COVID-19 case in our school, while still respecting the confidentiality of those involved.

NEW Procedures for Reporting Student Absences

Email gail.schuft@zionmayer.org or use FastDirect to email Gail Schuft:

- * If your student is missing for any reason (illness, appointment, vacation, etc.)

Email nurse@zionmayer.org or use FastDirect to email Nurse if your student:

- * Is feeling sick at home for any reason
- * Has been exposed to anyone with COVID-19
- * Has been diagnosed with COVID-19, even if they do not exhibit any symptoms
- * Exhibits any symptoms consistent with COVID-19

When emailing, it is very important to include:

- * Student's name and grade
- * Parent/guardian name and best contact number (cell)
- * The reason for the absence (illness, appointment type, vacation, etc.)
- * If it is an illness, please include symptoms

If the reasons for the student's absence requires the student to stay home, we will work with the family and healthcare professionals to determine the best course of action to ensure the safety of all.

Approved by Zion's Board of School Ministry
August 10, 2020