



# **Bonita School**

## **2020-2021 SY**

### **COVID-19 Guidance Document & Mitigation Strategies for Reopening School**

**The Bonita School District is committed to the success of children.**

Furthermore, please know that we recognize the uncertainty you may be facing as you make plans for this coming school year and we are doing our best to address the questions and concerns we are all facing as a school.

- **We are committed to preserving each family as part of our school community through these very challenging times.**
- **We are committed to providing a rich Bonita educational experience for our students.**
- **We will continue to communicate plans and decisions as they develop.**

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## **Bonita School Community,**

I somewhat regret that my first communication to you was not an introduction. This summer has been like nothing we could have imagined. However, I will take a paragraph here and introduce myself, then, back to business.

I grew up in Willcox and went to school there K-12. I married my highschool sweetheart, Amy, and my adventure started. I began my education career in Willcox in 2003 as a paraprofessional. The following year I moved into special education as the Youth Transition Specialist. Upon completion of my bachelors degree two years later I taught 12th grade English for a few years. I moved into the CTE program and taught Business Marketing for a couple of years but found myself back with the seniors teaching English again. I completed my Masters in Ed Leadership in 2009 and was offered a principal job in San Simon beginning the 2012 school year. After 18 months I became the interim superintendent and months later the full time superintendent.

During my career a few of my greatest accomplishments were born, my four children. We are so excited that they get to be a part of this educational community. We are lucky, and we know it!

I would like to reach out to the families in our school district and let you know our plan for school this Fall. As per the most recent Executive Order by the Governor, on campus instruction cannot begin until August 17th. However, we will begin August 10th with classroom visits. Cyndi Brewster, or your classroom teacher, will reach out to you soon to schedule a classroom visit for the week of August 10th. We feel it is important to begin the year with this Parent/Teacher/Student meeting. Again, these meetings will take place during the week of August 10th, and this will be considered our first week of school. With these meetings taking place one student at a time, we will be able to follow the social distancing requirements. Your teacher will have more information for you regarding the plan for the school year, forms and waivers, and will be able to answer any questions you may have.

There are a number of key points that we would like to make as we move forward:

- We believe that our children will learn best with the support of a teacher in the classroom. We are dedicated to doing everything we can to ensure that our school remains open for this in-person instruction. As soon as the State allows us to have in-person instruction, we will! Currently planned for August 17th.
- We do not believe it is possible to have a group of children keep a face mask on all day, especially young children. We also believe that if our situation is so dire that we are asking every person in our school to wear a face mask **all day** long, we probably should not be open. If any staff member, or student, feels the need to wear a mask or other PPE even with social distancing protocols in place they are welcomed to do so and will be respected for that decision.
- Beginning the year with visits and some semi-remote instruction is not our choice, but out of necessity to the situation and current guidelines in our State. As we

move through these different situations, we assure you that we will do everything possible to make each situation a positive experience for everyone. Our goal remains and will always be to focus on the needs of our students.

- We will be spending a great amount of time, effort, and funding to ensure that our schools are disinfected and safe for all who enter. We ask that you be understanding of the stricter guidelines we must follow as we work to protect our students and staff.
- The best way you can help us this year is:
  - a. Don't come to the school for any reason if you are sick or have been around someone who is sick.
  - b. Don't send your child to school if they are sick. We will have to send them home.
  - c. Don't give your child medication and then send them to school hoping they will feel better. When you do this we end up sending them back home.
  - d. If your child comes into contact with someone who has COVID-19, keep them home until you can be sure they are not going to become sick.
- Visits to the school should be limited. To ensure the safety of our students and staff, we are asking that you follow these guidelines:
  - a. Do not come to the office or school unless it is absolutely necessary. We will release your child to you if you call from the parking lot.
  - b. We will verify you are there and then send your child out to you.
  - c. Any outside visitor is required to wear a mask to come onto our school campus.
- Our instructional **methods** will vary depending on the State guidelines and on the level of community spread of COVID-19. Therefore, we will be offering the following **methods** of instruction:
  1. Normal/Regular schooling with students attending in-person. This is our preference if the state allows us to operate this way.
  2. Modified schooling with some students attending in-person and other students using remote learning from home. This method will be chosen by the school or a family for a short duration of time or long term. Those at home would be:
    - a. A student or group of students who need to be quarantined for a short period of time due to illness/contact/exposure to COVID-19. These students may return to school when it is determined it is safe for them to do so.
    - b. A student whose family has concerns about possible exposure while at school. These students may only return to school at the beginning of each quarter, ie. October, January, and March.
    - c. A student who would not be safe during in-person attendance.
  3. Remote schooling with all students participating in remote learning from home. This method will be used when school is closed by the State, or by an overwhelming community spread of the virus. We will return to in-person learning when the closure is lifted or the spread subsides.
- As stated previously, we will begin the school year under method #3 for the first week, with Parent/Teacher/Student meetings and whatever instruction your teacher provides for you at that time. **Parents and students need to understand**

**that this scenario will be much different than it was in the Spring. The accountability of students completing assignments will be no different than as if at school. If a student does not complete the work during school closures (method #3), they will not receive credit for that assignment, class, or grade level.**

- If you plan on keeping your child home and would like to utilize method #3 long term as per the Governor's Executive Order, even after in-person learning is approved by the State, please notify the school office before August 17.
- Please update your address, email, and phone number if needed in the school office.

We assure each of you that we will have the best interest of the student in mind as we work within the guidelines we face due to COVID-19. We did not choose this, and it is not something we want to have to work through, but we really have no choice. Let's come through this stronger as a community and stronger as a school.

We look forward to making the best of this situation. We are confident that our efforts in working together with families will help us to ensure continued success for each of our students!

Upon returning to school in-person, **Bonita students will not be required to wear a mask full-time unless mandated by the state or county. At this time, masks are not required all day. However, masks are recommended.** **With our extremely small class sizes, averaging 12, we are able to maintain good social distancing practices throughout the day.** Face coverings will be provided and asked to be used only in very limited instances where social distancing is not achievable. We aim to eliminate the need to wear the face covering with good social distancing practices. However, we are asking that each student have one readily available in the event it is needed. Students will work throughout the day in cohorts, limiting exposure and allowing for more traditional student interactions. Please contact us with any questions or concerns you may have.

With kindest regards,

Jonathan L. Truschke  
Bonita School Superintendent

## MITIGATION STRATEGIES

### Conditions for In-Person Reopening

1. Reopening will be consistent with applicable state and local orders.
2. Orders may come from the Governor's Office, County Leaders, Arizona Department of Health Services, Local Health Departments.
3. Bonita School is able to screen students and employees, upon arrival, for symptoms and history of exposure.
4. Bonita School will conduct daily health checks/screenings when feasible and can include:
  - A. Visual symptom checks, which may include temperature checks.
  - B. Verbal/written confirmation from parents that the student is symptom-free.
5. Bonita School will encourage anyone who is sick to stay home.
6. Bonita School will have procedures in place for when students or employees get sick.
7. Bonita School will regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures.
8. Bonita School will monitor student and employee absences and have flexible leave policies and practices.
9. Bonita School will be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area.

**\*Note:** Implementation (of CDC guidance) should be guided by what is [feasible, practical, acceptable, and tailored to the needs of each community.](#)

### Individual Component Strategies

#### School Office:

School offices are one of the most frequently visited locations in our District. In order to maintain the safety of our office staff and the students, we will follow these guidelines:

- We will ask that parents limit their visits to emergency situations only.
- Students can be released to a parent or guardian who is parked in the parking lot if that parent calls the office when they arrive.
- Outside visitors will be asked and may be "required" to wear masks if they do come into the school.
- Hand sanitizer will be available in the office.
- Masks will be available in the office.
- The office will have a thermometer to check temperatures of students and staff.
- Students and staff are asked to limit their visits to the office as well.
- If a student is sent to the office for being "sick", the doors will be disinfected immediately.

- The office will be disinfected several times a day with a strong disinfectant spray of wipes.

### **School Staff:**

All school staff shall follow these guidelines daily:

- Stay home if you are sick!
- Upon arrival at school, check and log your temperature. You can do this in the office if you do not have access to one in your room.
- Have masks available to use at all times.
- Wash your hands frequently. Use sanitizer if washing your hands is not an option.
- A mask is not required all day, however you should wear a mask anytime you feel the need or when social distancing is compromised.
- Make a constant and conscious effort to direct students to follow proper sanitation rules and social distancing.

### **Classroom Teachers:**

All classroom teachers must make a constant daily effort to protect themselves and their students from becoming ill. All teachers will:

- On the first day of school, arrive at your room prior to any students. All students will report directly to their room on the first “physical” day of school. Currently August 17.
- To protect yourself, you should wear a mask as students arrive to begin the day.
- Take the temperature of each student as they enter your classroom.
- Once all students have arrived and instruction begins, you may remove your mask if you choose.
- Temperatures will only be taken at the beginning of the day, unless circumstances require further checks. Students will need to come directly into the classroom and go to their seats.
- Teachers should practice remote learning processes and procedures while students are in attendance. If they become comfortable completing assignments when we can provide in-person support, they will be better able to transition to remote learning during school closure.
- Provide hand sanitizing options at all times.
- Have masks on hand for any student who wants to wear one.
- Limit activities where students are congregated in close proximity to each other.
- If a student looks or feels ill during the day, send them to the office immediately.
- If you send a student to the office due to fever or illness, take them outside the classroom door, give them a mask to put on and send them to the office.

### **Bus Routes**

We will adhere to the following guidelines for all bus activities:

- Drivers and bus monitors (if we have them) shall wear a mask while students are on the bus.
- Students will be screened as they board the bus. This will take some extra time.

- Any student who is exhibiting symptoms should not get on the bus. Hopefully parents have not left the bus stop prior to their child boarding.
- Students will be seated from the back to the front whenever possible.
- No student will change seats during the trip.
- Students will unload from the front to the back.
- Students will be spread throughout the bus as much as possible to provide for some level of social distancing.
- Students will sit with/near the same students every day. Siblings will always sit together.
- At this point we will be requiring that all students riding the bus wear a mask unless medical conditions prevent a mask from being worn.
- Buses will be sanitized after each route/trip.

### **Lunch/Cafeteria Guidelines:**

- We must be “brutally” precise in our management of arrival time, seating situation, and exit procedures on a daily basis for the cafeteria to run smoothly.
- We will require social distancing throughout the breakfast/lunch period.
- Each elementary class will go to the cafeteria together, and then leave together.
- Each class will keep a significant distance from other classes.
- Lunch tables will be situated to best adhere to social distancing practices.
- Students will not congregate in lines or at doors. Again, each class should attempt to stay separate from each other.
- Grades 6 thru 8 will have a slightly staggered release to go to the cafeteria. This will help eliminate students congregating at the doors and in line.
- Teacher will walk students to the cafeteria.
- Lunch serving time may be extended to accommodate spacing.
- Tables will be cleaned and sanitized prior to another group using the table.

### **Recess:**

- When possible, a staggered recess schedule will be followed to ensure fewer students are on the playground areas at the same time.
- Each class will go to recess together and remain together.
- Games where social distancing can take place will be encouraged.
- Playground equipment may need to be blocked off during “high alert” times.

### **Jr. High Passing:**

- An effort must be made during passing to limit the proximity of our students to each other.
- Students must go directly to their next class and not group or congregate.
- We must eliminate groups of students congregating around doors or other areas on campus.

### **Office Procedures with Students:**

- Visits to the office by students and staff should be limited to necessity only.
- Students sent to the office because they are ill should wear a mask until they can be sent home.
- After an ill student has left the office, any area the student touched will be sanitized.

### **Instructional Procedures:**

- Our instructional **methods** will vary depending on the State guidelines and on the level of community spread of COVID-19. Therefore, we will be offering the following **methods** of instruction:
  1. Normal/Regular schooling with students attending in-person. This is our preference if the state allows us to operate this way.
  2. Modified schooling with some students attending in-person and other students using remote learning from home. This method will be chosen by the school or a family for a short duration of time or long term. Those at home would be:
    - a. A student or group of students who need to be quarantined for a short period of time due to illness/contact/exposure to COVID-19. These students may return to school when it is determined it is safe for them to do so.
    - b. A student whose family has concerns about possible exposure while at school. These students may only return to school at the beginning of each quarter, ie. October, January, and March.
    - c. A student who would not be safe during in-person attendance.
  3. Remote schooling with all students participating in remote learning from home. This method will be used when school is closed by the State, or by an overwhelming community spread of the virus. We will return to in-person learning when the closure is lifted or the spread subsides.

### **Accountability:**

The State will be requiring an enormous amount of accountability during school closures this year. In fact, we must have a “detailed” plan submitted to the State prior to beginning any remote learning opportunities. This year, if we don’t follow their expectations, this learning won’t count for our students or for our funding. Here are some things to know:

- We must develop a method of attendance tracking.
- We must account for every student and their access to our method of instruction.
- We must provide our plans to meet the needs of all SPED and ELL students.
- We must show how we will provide social and emotional support to the students.
- We must provide our method of demonstrating mastery of grade level or course content.
- We must give benchmark testing with the first 6 weeks of school in ELA and Math (K-8).

## Daily Health Screening

A staff member, wearing appropriate PPE, will visually check each student and may take temperatures with a non-contact thermometer prior to students entering the school. Any student with visible symptoms of runny nose, cough, shortness of breath, or vomiting, or one who has a fever at or above 100.4 degrees, will be taken to the student office. Parents may be contacted for pick-up with the following exceptions:

- If the student has a runny nose and the nurse/health aide observes that there are no other symptoms, the nurse/health aide will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.
- If the student has health information on file that confirms a diagnosis of asthma or other respiratory condition and the nurse/health aide observes that there are no other symptoms, the nurse/health aide will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.
- If your student shows any of these signs at home please do not let them attempt to attend school.
- If we have a confirmed case present in the school, we will contact our county health officials to help determine the best actions to be taken.

**\*Note: Students that ride the bus will be screened before they are allowed to enter the bus.**

## Continuum of Screening:

**HOME** is the first point on the screening continuum. Families should self-report symptoms of illness, which could include fever, new onset of cough, or close contact with an infected individual. Please contact the school and let us know about any possible conditions; we will excuse these absences and provide distance learning opportunities for them so they will not fall far behind or lose seat hours.

**TRANSPORTATION** is the second point on the screening continuum. Students will be screened, and if they have any of the above-mentioned symptoms they will not be allowed on the bus.

**SCHOOL** is the final point on the screening continuum. Bonita School will screen every individual that comes on campus to ensure they are not showing symptoms. If anyone is showing symptoms they will be asked to go home.

## FURTHER DETAILED PROCEDURES

### Student Drop off procedures

We will have a drive thru drop off in front of the school running operating as usual. A staff member will meet you at the drop off point, screen your child for symptoms and see to it your child enters the school.

- Please do not leave until your student has been cleared to stay at school.

### Student Pick up procedures

Parents/Guardians may park and call the office to let them know they are here.

Students will then be escorted to the parent who will remain at their vehicle. If weather permits, we would ask that you stand in front of your parked vehicle to aid in this process.

Students waiting for pick up will be grouped with their cohort classes and monitored by staff.

### Sports:

We are planning to have our Fall sports as scheduled. More information will be out on this after the participating schools athletic directors meeting.

### Water Procedures:

- Please send a refillable water bottle each day. We will discourage the use of drinking from the fountain.

### Enhanced Social Distancing:

- Staff members will educate and remind students regularly to maintain the desired 6' of distance between individuals at all times possible. This will be done respectfully with a tone meant to result in understanding and not intended to be punitive in any way.
- **Small class sizes averaging 12 greatly enhance Bonita School's ability to practice good social distancing behaviors.**

### Common Areas:

- **Classrooms-** Operate in cohorts with social distancing behaviors practiced within.
- **Hallways-** Scheduling will allow for one cohort at a time to pass when possible.
- **Playgrounds-** When possible, a staggered recess schedule will be followed to ensure fewer students are on the playground areas at the same time
- **Lunch Rooms-** Students will be seated at a table with their cohort class. There will be a desired 6' of distance between tables.

- **Restrooms**- In order to meet social distancing guidelines, restrooms will be limited to 2 students at a time.
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### **SIGNING IN OR SIGNING OUT STUDENTS**

- Masks shall be worn by all visitors entering campus.
- All visitors will remain at the front office unless given permission otherwise.
- Office staff will be behind a plexiglass barrier to limit interaction between visitors and staff/students.
- Sick children will be kept in a designated area until parent/guardian/emergency contact picks them up.
- Custodians/office staff will be asked to promptly disinfect areas that the sick child was in. Staff will disinfect the office prior to other students entering the office.

### **CLEANING AND SANITATION**

- Sanitation will happen regularly after each class period. Students may be asked to disinfectant and/or wipe down desks and seats as they leave a room. Students will then use hand sanitizer or wash their hands to disinfect their hands.
- Whenever possible or after 3 uses of hand sanitizer, it will be recommended to students and staff to wash their hands with soap and water.
- Teachers/Instructional assistants will wipe down (disinfect) door knobs/handles, counters, desks, tables, and shelves between each class period.
- Custodians will clean restrooms often, disinfecting toilets, sinks and urinals.
- Custodians will disinfect counters, door knobs/handles, windows, doors, handrails, and anything else that may be touched throughout the school day.

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Furthermore, please know that we recognize the uncertainty you may be facing as you make plans for this coming school year and we are doing our best to address the questions and concerns we are all facing as a school.

- **We are committed to preserving each family as part of our school community through these very challenging times.**
- **We are committed to providing a rich Bonita educational experience for our students.**
- **We will continue to communicate plans and decisions as they develop.**

**We Hope to See You Soon!**