



Return to Learning Family and Parent Plan **Trinity Lutheran School 2020.2021**

This document is subject to change and may be amended.

To Our Trinity Families,

Here is our Return to Learning Plan for the 2020-2021 school year. We find ourselves in the single greatest disruption in the history of education. We all wish that we could have school in an ordinary fashion and have no need to respond to a global pandemic. This is not the situation we desire but we want to have school. Our goal remains to go forward with our mission to Create Disciples Who Share Christ's Story With Love.

The State of Michigan provided guidelines for schools to create their preparedness plans. The guidelines contained mandated elements that we are required to have in our plans. All schools, including private schools, in the state must abide by these requirements in order to lawfully open their doors in the fall. Trinity's Reopen Task Force received input from our school families and leadership as the Return to Learning Plan has been developed. The Task Force also received input from numerous sources including guidance and information from our Lutheran School District superintendent, the Michigan Association of Nonpublic Schools, area Lutheran Schools, additional parochial schools systems, the Center for Disease Control, local health departments and others. The Return to Learning Plan will not be printed and remain in an electronic format so that we are able to update as called for by our situation.

A FAQ (Frequently Asked Questions) Sheet will be available in addition to the Return to Learning Plan. It is a companion document that will answer questions and provide more background information. Trinity will also host a virtual Town Hall Meeting on Monday, August

17th at 7:00 pm. This was to be an in-person and virtual meeting until a recent Executive Order prohibiting a gathering of that size.

We are honored to partner with you to provide a high quality Christian education. The faculty and staff at Trinity Lutheran are blessed to have this responsibility. We look forward to the start of school this fall and once again being able to engage with our students. God has “got this” and He has us!

In Christ,

Mr. Volkert



Phase 3

(NOTE: We are currently in Phase 4 of the MI Safe Start Program. The Phase 3 protocols would only be used if we were actually moved back to Phase 3.)

- In-person learning is prohibited. It is unlawful for our building to be open to students.
- Students will participate in Remote Learning.
- Parents would receive a 10% discount of tuition for any month in which Trinity was in Phase 3 for over 50% of that month.
- Parent and student training in Remote Learning will be provided.
- ***Trinity's teachers strive to continually improve their craft, and last spring provided numerous opportunities for growth. Feedback from parents and input from faculty will drive continued growth in our remote learning.***
 - Students and parents would see an enhanced version of our Spring Quarter Remote School if we were mandated to return to Phase 3.
- Instruction will be five days per week.

- Teachers that use the same learning platform will have consistency in their learning format.
- Specials will provide instruction.
- Chapel will continue.
- Having a strong relationship with students and families remains a high priority for staff and teachers.

PHASE 4

Focus on Jesus

- Chapel services will be hosted each week. They will be livestreamed to the classrooms and to the homes of students participating in Virtual Learning.
 - The class leading chapel will be in the sanctuary to lead chapel.
- Elements of our school day that make Trinity a Christ based school will continue. This includes daily devotions, prayer time, religion classes, faith conversations and an overall focus on Jesus Christ.

Learning

- Trinity will provide parents with two options for learning:
 - Live, in-person learning in the school building 5 days a week. The Basic Return to Learning Plan is Appendix A
 - Virtual Learning Environment in which students join their class from home via Google Meet. A description of Virtual Learning is Appendix B.
 - For sake of clarification, these are “Trinity” definitions:
 - Remote School or Remote Learning - an enhanced version of what Trinity hosted in the spring of 2020.
 - Virtual Learning Environment - our goal for at home learning option for Phase 4 and 5 during the 2020-2021 school year. It is based on a live streaming model.
- Trinity will provide parent and student training for Virtual Learning.
- The students’ class schedule will mirror that of past years.
- Both in-person and virtual learning will include “specials” (art, music, computers, library, physical education and resource rooms) with safety mitigation protocols in place. There will probably be cases in which some “specials” instruction will be difficult or different during Virtual Learning.
 - Art instruction will happen in the students’ homerooms.
 - Students will use their own personal supplies.
 - Mrs. Haskins will provide each individual student with materials in addition to each student’s classroom supplies. A nominal art fee (\$10-12 or less) will be applied to students’ TADS account to cover the cost.
 - Mrs. Haskins is developing units of study specifically for our new art instruction setting. This comprehensive art study includes art history, art

- appreciation, examining specific artists as well as students continuing to have choice in the creation of their artwork.
- Computer instruction will be moved to a larger room to allow for social distancing.
 - Hand sanitizing/washing will occur before and after each class.
 - Computers will be disinfected between each class.
 - Students will meet with Mr. Fraeyman in their primary cohort.
- Library activities will be brought to the classrooms.
 - Mrs. Malinowski has developed a plan for parents and students to browse the library at home online and pre-order books to check out.
 - Accelerated Reading will continue.
 - Mrs. Malinowski will lead grade appropriate read-alouds in the classrooms.
- Mrs. Termini's music classes.
 - The large music room allows for ample social distancing.
 - The music instruction will be designed around music appreciation, application, history, and rhythm rather than an emphasis on singing.
 - The music room will be disinfected between classes.
- Band
 - Mr. Pollatz will host classes in the music room or the lecture hall. Both rooms are large rooms to accommodate ample social distancing.
 - Mitigation plans are in place to further separate musicians such as those playing the flute.
 - The rooms will be disinfected between uses.
 - Mr. Pollatz will provide private video conference sessions for students participating in Virtual Learning.
- Physical Education
 - Mr. Schaibly's primary classroom will be the grassy area east of Deshon St. This includes when weather allows during the winter season.
 - PE may also be held on specific portions of the parking lot depending on the activity or if the grassy area is wet or otherwise not usable.
 - NOTE: Students must dress appropriately on their scheduled PE day with weather in mind.
 - PE instruction will be in the students' homerooms when weather conditions do not allow class to be outside. Instruction will be developed that focuses on health, nutrition, fitness, structures of the human body, rules of various sports, etc.
 - Students in grade 5-8 will not change into gym uniforms for PE class whether they go outside or have PE instruction in their classroom.
 - The locker room will not be used.
 - Students (grades 5-8) will not be charged for gym uniforms.
 - If we were to move to Phase 6 this school year, Trinity issued gym uniforms will not be required.
 - It is the plan to rarely, if ever, use the gymnasium for PE.

- Sneakers are required for all students for PE instruction other than days when held in the classroom. All students should have a pair of PE class sneakers at school to change into when they go outdoors. They must have appropriate athletic footwear to participate.
 - Students do not need to change into their PE sneakers if they wore sneakers to school that day.
 - Students will use hand sanitizer before each PE class outside of their homeroom.
 - Students will have a hand washing and bathroom break at the conclusion of their outdoor PE instruction.
 - If used, all equipment will be disinfected between classes.
 - Students will attend PE with their primary cohort.
 - Resource Room
 - Mrs. Moilanen and Mrs. Sheppard will continue service to our students.
 - Instruction will be provided socially distanced in their classrooms or in a larger space if needed.
 - The dropbox under the Door 7 awning will remain installed. Follow any guidelines provided by a child's teacher.

Early Childhood Specifics

- Much of what is included in the Return to Learning Plan applies to our Early Childhood Department (Early Learning Center and Preschool). Early childhood students will be socially distanced in their classrooms as it is possible and will then not need to wear a face mask. Early childhood students will wear face masks only when they are in common or public areas of the building. Their teachers will wear face masks throughout the day.
- Trinity's goal is to provide both in-person and virtual learning to our Early Childhood students.
- Expect more information about specific Early Childhood plans.

Personal Protective Equipment

- Trinity is mandated to comply with the State of Michigan rules concerning facial coverings in the school.
 - A doctor's note stating a medical reason is required to be excused from wearing a mask.
 - All students Preschool-8th grade are required to wear masks outside the classroom.
 - Preschool-5th graders do not need masks in the classroom as long as they remain with the same students. These students will be asked to wear a mask if they are working in pairs or small groups or walking around the room.
 - Students will be asked to wear a mask when talking to a teacher and they are unable to social distance.

- Trinity supports the decision of any family or student in grades preschool through 5th grade to wear a face mask even though not required.
- Preschool through 5th grade students have the option of wearing a face shield while in the classroom. Note, face shields are not a substitute for face masks for these students when they are outside of their classroom in common areas of the building.
- Trinity teachers will be provided with clear masks (face shields alone are not permitted) to use when they are instructing the class and are socially distanced.
- Masks are not required at outdoor recess. Classes will be limited to their primary or secondary cohorts while at recess (see “Spacing, Movement and Access” below).
- 6th-8th graders are required to wear masks all day, except for lunch. Face shields are not a permitted substitute for a face mask.
- Trinity is providing options for 6th through 8th grade classes to hold classes outdoors and give students a mask break.
 - Students in grades 6 through 8 may bring a beach towel to store in their locker for use if their class goes outdoors for instruction.
- All adults in the building are required to wear masks throughout the day except while eating.
- Parents are encouraged to have their child build mask endurance prior to the start of school.
- We are blessed that all classrooms in the building are air conditioned.
- Face masks may be cloth homemade, purchased and/or disposable.
- Students should supply their own face mask and have 2 or 3 extra masks stored in their locker.
- Extra masks will be available in the school office. The first mask provided is free. A \$1 charge will be applied to students’ TADS account for additional masks.
- The design of face masks are required to be appropriate for a Christian school environment. For example, the masks should not be scary, have skull and cross bones, include violence or gore or have inappropriate language or symbols. Parents help students follow the rule of thumb that if they are not sure if the mask is appropriate - don’t wear it. Students may wear masks with a fun theme!
- Teachers may encourage students in their classroom to use a particular type of mask. For example, early childhood or primary students may benefit from a “gaiter” style mask or similar application for ease of use and prevent students from losing their masks.
- Students who are unable to wear a face mask may be placed in the Virtual Learning Environment (this excludes students who have received a doctor’s note).
- Classroom teachers will provide plans for safe face mask storage while students are outdoors.

- Students using Utica Community School bus service are required to wear masks during transportation.

Hygiene

- Trinity will provide supplies to promote healthy hygiene behaviors.
- Proper handwashing practices will be taught and reinforced.
- Staff and students will be educated on how to cough and sneeze into their elbows, or cover with a tissue. Used tissue should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Students will not share classroom supplies. Classroom teachers will provide a plan so that students do not share supplies.
- Classroom teachers will provide a plan for safe methods to collect papers.
- General protocol will have students from the same cohort use an assigned restroom.
- Hand sanitizer stations will be installed in every classroom grades Young 5's through 8.

Spacing, Movement and Access

- Students will be socially distanced as far apart as possible. Student seating will be spaced as far apart as the classrooms allow.
- Social distancing will be used indoors throughout the school day.
- 7th and 8th grade students will move between classes. The rooms will be disinfected between classes.
- Visitors will be limited to the school office.
- A student's primary cohort will be their homeroom class. They will spend the vast majority of their time within this cohort.
- A student's secondary cohort may be their grade level. They will spend a minimal amount of time within this cohort and will be either outdoors or wearing face masks.
- Signage:
 - Signage will indicate proper social distancing
 - Markers will be placed at socially distanced intervals where line formation is anticipated.
 - Lines will be placed on the floors of the hallways to assist with social distancing.
 - Social distancing markers in waiting and reception areas will be posted.
 - Signage will be posted in the restrooms to indicate proper social distancing and hand hygiene techniques.
- Arrival to school
 - Parents will do a daily health screen at home (temperature, symptom, and exposure check) before sending their child(ren) to school.
 - Health screenings will be conducted for students arriving for the Early Learning Center, preschool and Latchkey per state licensing.
 - Trinity will conduct temperature checks to start the year no matter what phase we are in. Parents of students with a fever will be called to be picked up. Students with a higher temperature will have the temperature taken again and monitored during the day.

- Students will be assigned an entrance to the school building based on their grade level.
 - Door 2 (gym entrance): Mrs. Angott's class and 4 year old preschoolers
 - Door 6 (Small Red Awning): ELC, Miss Brandenburg's class, 3rd and 4th grades. Latchkey also uses Door 6.
 - Door 7: (Big Red Awning): 1st, 2nd, 7th and 8th grades
 - Door 8: (By Drop off Circle Drive): Kindergarten, 5th and 6th grades
- Various paths to the school doors will be indicated on the ground to provide for social distancing both to the entrances and then away.
- It is crucial for parents to abide by social distancing requirements on the campus. Parents may gather to engage in conversations but should use social distancing while doing so.
- Parents cannot walk their child into the school building.
 - Parents of Early Childhood, Preschool and Latchkey will escort their children to their health screening stations located at the bottom of the stairwell in Door 6 and the Gym Lobby.
- Dismissal times at the end of the day will be staggered to reduce the number of students in one place at the same time. All students wear face masks in the hallway during dismissal time.
 - Families will be assigned alphabetically by last name to designated areas to wait for their child at dismissal time. This will assist with social distancing for adults and students. A distance of 6 feet should be maintained
 - Letters A through J will wait in the area near Door 7 (Big Red Awning) and Door 8 (near the Kindergarten and 5th grade classrooms)
 - Letters K through S will wait in the area around the kickball backstop in the North parking lot (this is also one of our traditional places for parents to wait for students at dismissal).
 - Letters T through Z will wait in the area around Door 4. This is the Van Dyke Ave. church entrance on the northwest corner of our building.
 - Dismissal waiting areas for parents of Early Childhood Students:
 - Miss Brandenburg's class - Door 7 (big red awning)
 - Mrs. Angott's class - Door 2 (gym entrance)
 - Mrs. Cardella's class - Door 2
 - Mrs. Arcari's class - Door 7
 - ELC - Door 6 (ELC small red awning entrance)

Cleaning

- Trinity's staff will increase disinfectant efforts in common areas, including bathrooms, stairwells, and hallways. Common areas will be cleaned in the evenings as well as receiving additional cleaning and disinfecting during the school day.
- Our custodial staff will follow a specified cleaning schedule.
- Every classroom will be disinfected each day after school.

Screening Students and Staff

This information is in alignment with guidelines provided by the CDC.

- Student Screening. Before leaving for school, please make sure of the following screening. If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and put them at risk for spreading illness to others.
 - **Section One: Symptoms**
 - Temperature 100.4 degrees Fahrenheit.
 - Sore throat.
 - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
 - Diarrhea, vomiting, or abdominal pain.
 - New onset of severe headache, especially with a fever
 - **Section Two: Close Contact/Potential Exposure.** In the past 14 days has your child:
 - Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19: OR
 - Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to COVID-19; OR
 - Had a travel history
 - If the answer is **YES** to any of the questions in Section One, but **NO** to all the questions in Section Two, keep your child(ren) home from school until the following are fulfilled:
 - For fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications;
 - Sore throat/ cough: improvement (if strep throat: do not return until at least 2 doses of antibiotic have been taken);
 - Diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours;
 - Severe headache: improvement in headache.
 - If the answer is **YES** to any of the questions in Section One AND **YES** to any of the questions in Section Two - Call your healthcare provider right away to get evaluated and tested for COVID-19.
 - If you don't have one or cannot be seen, go to www.mi.gov/coronavirustest or call 2-1-1 to find a location to have your child(ren) tested for COVID-19.
 - If the answer is **YES** to any of the symptom questions, but **NO** to any close contact/potential exposure questions, your student may return based on the guidance for their symptoms:

- Fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications.
 - Sore throat: improvement (if strep throat: do not return until at least 2 doses of antibiotic have been taken);
 - Cough/Shortness of breath: improvement.
 - Diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours.
 - Severe headache: improvement.
- Protocols for our staff
 - Staff will conduct daily self-examinations, including a temperature check, prior to coming to work.
 - If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring process, they will stay home.
 - Staff member will contact the school administrator.

Protocol if someone at Trinity gets COVID-19

This information is in alignment with guidelines provided by the CDC.

- The health department will be notified if there is a positive case of COVID-19 at Trinity. The health department will notify our contact person when they become aware of a case. Only a select few at the school will know the identity of the person to assist with determining who were close contacts to the case and which areas of the school need special disinfecting and cleaning. The person's identity is kept confidential in respect of their privacy. Trinity will not divulge the identity of an individual with COVID-19 to the health department without permission granted by the parent or guardian.
- Identifying Close Contacts
 - A person with COVID-19 is considered contagious starting 2 days (48 hours) before they started having symptoms. If they never have symptoms, they are considered contagious starting 2 days (48 hours) before their COVID-19 nasal/throat swab test was performed. Close contacts to a person with contagious COVID-19 are at risk of getting sick. They must be identified and be quarantined.
- Defining a Close Contact
 - For COVID-19, a close contact is most often someone that has been within 6 feet (about 2 arms' length) of an infected person for at least 15 minutes, with or without a face covering. Every case is different, however, and the health department has to look at how COVID-19 is spread and how we get infected when figuring out close contacts. The health department helps determine close contacts every day and routinely investigates contacts to many types of contagious diseases.
- Examples of Close Contacts in the Schools

- Many things affect what a close contact is and this needs to be determined on a case by case basis with help from the local health department. However, at a minimum, the following examples should apply to most situations.
- Assuming all COVID-19 prevention methods have been followed (everyone has been consistently and properly using face coverings, washing hands frequently, cleaning frequently touched items often, maintaining physical distancing as best as possible, not sharing items, etc.), a close contact might be:
 - If the contagious individual were a teacher: adults tend to be more contagious. If the contagious teacher was not keeping proper social distancing from students while teaching (i.e., walking around while lecturing, doing a lot of one on one, face to face instruction), the entire class might need to be on quarantine.
 - If the teacher is not wearing appropriate face covering, the spread of droplets and aerosol is greater.
 - Classmates sitting or often not observing social distancing of the contagious individual, either in the classroom or on the bus, unless it only occurred one time and was less than 15 minutes. This may be the one to two rows of students sitting closest to the contagious individual.
 - Playmates on the playground of the contagious individual unless interactions are consistently kept very brief and no common items are shared.
 - Sports teammates within 6 feet of the contagious individual unless interactions are consistently kept very brief, no common items are shared, and locker room time is not shared. *We are awaiting plans for athletics as of the time of this writing.*
 - Opposing teammates in sporting events that shared time on the field or court with the contagious individual unless it can be confirmed that there were no potential interactions within 6 feet between the contagious individual and specific teammates from the opposing team and no contact with shared items
 - Classmates or others that had interactions with the contagious individual lasting over 15 minutes in confined areas such as bathrooms, office, where proper social distancing is difficult.
 - Any other person outside of school that had similar exposure to a contagious individual is considered a close contact.
 - Public health authorities may determine that distances beyond 6 feet can still result in high-risk exposures based on other considerations and circumstances in each particular case.
- It will be very helpful for parents to keep note of where their student is going and who they are spending time with outside of school. This will help greatly in finding close contacts should someone become infected. You may also understand from this list the importance of assigned seating and keeping students from mingling

together as much as possible in order to keep the spread of disease to a minimum.

- Local Health Departments Quarantine Close Contacts
 - Quarantine separates people who were exposed to a contagious disease to see if they become sick. This is important because people who are infected with COVID-19 are very contagious two days before they have any symptoms of being sick, so unless they are kept separated from other people, they will spread the illness without even knowing it. Since close contacts are not yet known to be infected, the contacts to those contacts do not need to be in quarantine and do not need to be identified or contacted. The large majority of close contacts do not get COVID-19, but, because it is very contagious, we must be cautious.
 - Example of a contact of a contact:
 - Bob sits next to Fred in class. Fred gets sick with COVID-19. Bob needs to be in quarantine but is healthy at this time. Bob plays on the football team. No one on the football team has been near Fred. Therefore, the football team doesn't need to be notified about Fred being sick or worry about Bob being on quarantine at this time. Odds are, Bob will not get sick and will be back to school and football in a couple of weeks.
- Cleaning and Disinfecting
 - Areas used by a sick person will be closed off and not used until cleaning and disinfecting has occurred waiting as long as possible to begin cleaning.
- Sick Room
 - A room adjacent to the school office has been designated as our sick room. Room dividers will be installed in the sick room.
 - Students who become ill with signs or symptoms of COVID-19 will be placed in the quarantine area with a facial covering in place, if able, until they can be picked up. Staff caring for these children will wear a facial covering.
- Student/Staff person is confirmed or symptomatic pending results or a close contact (table)

| Scenario 1: | Scenario 2: | Scenario 3: | Scenario 4: |
|---|---|--|--|
| A student/staff person within the school is confirmed to have COVID-19 (tests positive for COVID-19 with a nasal/throat swab). | A student/staff person within the school is symptomatic and lab result for COVID-19 are pending. | A student/staff person within the school is symptomatic and no testing for COVID-19 are done. | A student/staff person within the school is a close contact to a confirmed COVID-19 case. |

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| <p>The student/staff person AND all household members of the student/staff person are immediately excluded from school.</p> <p>The confirmed positive student/staff person must isolate at home. The student/staff person must be excluded from school until</p> <ul style="list-style-type: none"> - 24 hours with no fever (without the use of fever-reducing medication) and - Symptoms have improved and - 10 days since symptoms first appeared. <p>Household members and the quarantined student/staff person who are close contacts are excluded for 14 days after their last date of close contact.</p> | <p>FOR ALL STAFF and STUDENTS ONLY IF the test returns positive, see scenario 1.</p> <p>The student person is excluded from school until results of the test are available.</p> <p>If test results are negative and the ill student had close contact to someone with COVID-19, they must still finish their quarantine.</p> <p>If test results are negative and the ill student had no known exposure to COVID-19, the student/staff person may return based on the guidance for their predominate symptoms.</p> <p>Household members and student/staff person who are close contacts of the <i>pending</i> case with no history of COVID-19 exposure (prior to lab results) should be monitored for symptoms while waiting for test results. They do not</p> | <p>For ALL STAFF and for STUDENTS only IF They Answered YES to any Questions in Section 2 (above “Screening Students and Staff) of Screener:</p> <p>The student/staff person is excluded from school until:</p> <ul style="list-style-type: none"> - 24 hours with no fever (without the use of fever-reducing medication) and -Symptoms have improved and -10 days since symptoms first appeared. <p>For STUDENTS If They Answered NO to all of the Questions in Section 2 of the Screener:</p> <p>The student may return based on the guidance for their diagnosis/ predominate symptoms</p> <p>Household members and student/staff person who are close</p> | <p>The student/staff person must quarantine for 14 days since last date of close contact.</p> <p>Household members, classmates, and teachers of the quarantined student/staff person may continue to attend school and should monitor for symptoms. They do not need to be excluded from school. If symptoms develop, they should call their medical provider to be tested for COVID-19.</p> |
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| | <p>need to be excluded from school. If symptoms develop, they should call their medical provider to be tested for COVID-19.</p> | <p>contacts: if the individual had close contact with a confirmed case of COVID-19 and suspicion for COVID-19 are high, they may need to be excluded from school. Consults with your health department.</p> <p>Otherwise, household members and student/staff person who are close contacts do not need to be excluded from school. If symptoms develop, they should call their medical provider to be tested for COVID-19.</p> | |
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- Household member of a student within the school is confirmed or symptomatic pending results or a close contact (table):

| Scenario 1: | Scenario 2: | Scenario 3: |
|--|--|---|
| Household member of a student within the school has been confirmed to have COVID-19. | Household member of a student within the school is symptomatic, pending results, and has had close contact with a known case. | Household member of a student within the school has had close contact to a known case of COVID-19. |
| Students who live in the same house as the COVID-19 positive person are excluded from school | Students who live in the same household of the family member are excluded from school until test results are in. | Student can remain in school but should be monitored. They do not need to be excluded from school. |

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| <p>while the household member is in isolation (10 days). The student must quarantine for 14 days after the last date of close contact while they are contagious.</p> | <p>If the household member is positive, see scenario 1. If the household member is negative, student may be able to return to school unless household member is determined to be a probable case of COVID-19.</p> | <p>If COVID -19 symptoms develop in the household member, students should be excluded from school, and should be treated as in Scenario 1 pending results.</p> |
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See Appendix C for a Flow Chart that illustrates Trinity’s response process to suspected and positive COVID-19 cases.

When a Student Should Stay Home and Will Be Sent Home

This information is in alignment with guidelines provided by the CDC.

- Students should not go to school or any school activities or sports if having symptoms of COVID-19. If they start having symptoms of COVID-19 while at school, they will need to be sent home. The complete list symptoms are listed on the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> . The CDC recommends a shorter list be used for screening students so that there are not unnecessary exclusions of students who do not have COVID-19. Screening students for illness and return to school decisions should include
 - Symptom Screen: Students with any of the following symptoms should be excluded from school:
 - Temperature 100.4 degrees Fahrenheit or higher when taken by mouth
 - Sore throat
 - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
 - Diarrhea, vomiting, or abdominal pain
 - New onset of severe headache, especially with a fever
 - Evaluation for COVID-19 Exposure Risks: To determine needed follow up and return to school for students with any of the above symptoms, determine if they have any of the following risks for COVID-19 in the prior 14 days:
 - Had close contact with a person with confirmed COVID-19
 - Had close contact with person under quarantine for possible exposure to COVID-19
 - Had travel history.

- If the student has one of the symptoms above and ANY of the exposure risks, the parent or guardian of the student will be instructed to call their health care provider, or if they do not have a health care provider, to follow up with a local clinic or urgent care center. The parent or guardian can also call 2-1-1 or go to www.mi.gov/coronavirustest to find the closest location to have the student tested for COVID-19
- [IF you are sick information from the CDC](#)

For Students that have symptoms of COVID-19 AND have ANY of the High Risk Exposures

This information is in alignment with guidelines provided by the CDC.

- If the findings from the health care provider and testing find that a child has symptoms of COVID-19 and tests positive for COVID-19 with a nasal/throat swab*:
 - Keep out of school until it has been at least 10 days from the first day they had symptoms AND they have had 24 hours with no fever and have improving symptoms.
 - There is no need to get a “negative test” or a doctor’s note to clear the child or staff to return to school if they meet these criteria.
 - *if they have symptoms, they must stay out of school until test results are available.
- Child has symptoms of COVID-19 and no testing for COVID-19 was done:
 - Keep out of school until it has been at least 10 days from the first day they had symptoms AND they have had 24 hours with no fever and have improving symptoms.
- Child has symptoms of COVID-19 and tests negative for COVID-19*:
 - If they were exposed to COVID-19 within the past 14 days (i.e., a close contact to a case of COVID): They must complete their full 14-day quarantine.
 - Otherwise, they may return based on the guidance for their symptoms.
 - *if they have symptoms, they must stay out of school until test results are available.
- For Students that Have Symptoms of COVID-19 AND have NONE of the High Risk Exposures:
 - Keep out of school until they have met the guidance for their symptoms under ordinary circumstances.

Food

- Microwave use in the classrooms will be allowed with the teacher providing disinfecting protocols.
- Students will continue our practice of eating lunch in their homerooms and a food safe disinfectant will be used.

- Our school hot lunch provider, “All About Catering” is working on plans to provide meals that are delivered to the classroom. The meals are prepared in his restaurant grade kitchen and individually wrapped as a sack or boxed lunch.
- Students may not share birthday treats with their classmates.
- The “bubbler” portion of the drinking fountains is disabled. Only the bottle filling feature is operational. Students may bring water bottles to school for filling following teacher protocols.

Gatherings and Extracurricular Activities

- No live, in-person school assemblies.

General

- Trinity dress code will be in effect.
- Students participating in Virtual Learning are encouraged to dress according to the dress code. They are expected to wear clothes appropriate for school. Pajama clothing, although comfortable, is not permitted.

Latchkey

- Trinity will host before and after school Latchkey following State of Michigan licensing guidelines.
- Specific details to be added to the Return to Learning Plan soon.

Athletics

- Plans for athletics during Phase 4 and 5 are being developed.

PHASE 5

Changes and amendments to the Phase 5 Return to Learning plan may occur in accordance to the virus situation.

Focus on Jesus

- Chapel services will be hosted each week. They will be livestreamed to the classrooms and to the homes of students participating in Virtual Learning.
 - The class leading chapel will be in the sanctuary to lead chapel.
 - A rotating schedule will allow a limited number of students to be present in-person in chapel.
- Elements of our school day that make Trinity a Christ based school will continue. This includes daily devotions, prayer time, religion classes, faith conversations and an overall focus on Jesus Christ.

Learning

- Trinity will amend Phase 5 Learning elements as needed due to the virus situation.
- Trinity will provide parents with two options for learning:
 - Live, in-person learning in the school building 5 days a week. The Basic Return to Learning Plan is Appendix A
 - Virtual Learning Environment in which students join their class from home via Google Meet. A description of Virtual Learning is Appendix B.
 - For sake of clarification, these are “Trinity” definitions:
 - Remote School or Remote Learning - an enhanced version of what Trinity hosted in the spring of 2020.
 - Virtual Learning Environment - our goal for at home learning option for Phase 4 and 5 during the 2020-2021 school year. It is based on a live streaming model.
- Trinity will provide parent and student training for Virtual Learning.
- The students’ class schedule will mirror that of past years.
- Both in-person and virtual learning will include “specials” (art, music, computers, library, physical education and resource rooms) with safety mitigation protocols in place. There will probably be cases in which some “specials” instruction will be difficult or different during Virtual Learning.
 - Art instruction will happen in the students’ homerooms.
 - Students will use their own personal supplies.
 - Mrs. Haskins will provide each individual student with materials in addition to each student’s classroom supplies. A nominal art fee (\$10-12 or less) will be applied to students’ TADS account to cover the cost.
 - Mrs. Haskins is developing units of study specifically for our new art instruction setting. This comprehensive art study includes art history, art appreciation, examining specific artists as well as students continuing to have choice in the creation of their artwork.
 - Computer instruction will be moved to a larger room to allow for social distancing.
 - Hand sanitizing/washing will occur before and after each class.
 - Computers will be disinfected between each class.
 - Students will meet with Mr. Fraeyman in their primary cohort.
 - Library activities will be brought to the classrooms.
 - Mrs. Malinowski has developed a plan for parents and students to browse the library at home online and pre-order books to check out.
 - Accelerated Reading will continue.
 - Mrs. Malinowski will lead grade appropriate read-alouds in the classrooms.
 - Mrs. Termini’s music classes.
 - The large music room allows for ample social distancing
 - The music instruction will be designed around music appreciation, application, history, and rhythm rather than an emphasis on singing.

- The music room will be disinfected between classes.
 - Band
 - Mr. Pollatz will host classes in the music room or the lecture hall. Both rooms are large rooms to accommodate ample social distancing.
 - Mitigation plans are in place to further separate musicians such as those playing the flute.
 - The rooms will be disinfected between uses.
 - Mr. Pollatz will provide private video conference sessions for students participating in Virtual Learning.
 - Physical Education
 - Mr. Schaibly's primary classroom will be the grassy area east of Deshon St. This includes when weather allows during the winter season.
 - PE may also be held on specific portions of the parking lot depending on the activity or if the grassy area is wet or otherwise not usable.
 - NOTE: Students must dress appropriately on their scheduled PE day with weather in mind.
 - PE instruction will be in the students' homerooms when weather conditions do not allow class to be outside. Instruction will be developed that focuses on health, nutrition, fitness, structures of the human body, rules of various sports, etc.
 - Students in grade 5-8 will not change into gym uniforms for PE class whether they go outside or have PE instruction in their classroom.
 - The locker room will not be used.
 - Students (grades 5-8) will not be charged for gym uniforms.
 - If we were to move to Phase 6 this school year, Trinity issued gym uniforms will not be required.
 - It is the plan to rarely, if ever, use the gymnasium for PE.
 - Sneakers are required for all students for PE instruction other than days when held in the classroom. All students should have a pair of PE class sneakers at school to change into when they go outdoors. They must have appropriate athletic footwear to participate.
 - Students do not need to change into their PE sneakers if they wore sneakers to school that day.
 - Students will use hand sanitizer before each PE class outside of their homeroom.
 - Students will have a hand washing and bathroom break at the conclusion of their outdoor PE instruction.
 - If used, all equipment will be disinfected between classes.
 - Students will attend PE with their primary cohort
 - Resource Room
 - Mrs. Moilanen and Mrs. Sheppard will continue service to our students
 - Instruction will be provided socially distanced in their classrooms or in a larger space if needed.

- The dropbox under the Door 7 awning will remain installed. Follow any guidelines provided by a child's teacher.

Early Childhood Specifics

- Much of what is included in the Return to Learning Plan applies to our Early Childhood Department (Early Learning Center and Preschool). Early childhood students will be socially distanced in their classrooms as it is possible.
- Trinity's goal is to provide both in-person and virtual learning to our Early Childhood students.
- Expect more information about specific Early Childhood plans.

Personal Protective Equipment

- Face masks are recommended for staff and students but not required while in the classroom or in common areas.
 - All students and staff may wear a face shield with or without a face mask.
 - Extra masks will be available in the school office. The first mask provided is free. A \$1 charge will be applied to students' TADS account for additional masks.
 - The design of face masks are required to be appropriate for a Christian school environment. For example, the masks should not be scary, have skull and cross bones, include violence or gore or have inappropriate language or symbols. Parents help students follow the rule of thumb that if they are not sure if the mask is appropriate - don't wear it. Students may wear masks with a fun theme!
 - Teachers may encourage students in their classroom to use a particular type of mask. For example, early childhood or primary students may benefit from a "gator" style mask or similar application for ease of use and prevent students from losing their masks.
 - Classroom teachers will provide plans for safe face mask storage while students are outdoors.
 - Students using Utica Community School bus service will follow UCS guidelines concerning face masks during transportation.

Hygiene

- Trinity will provide supplies to promote healthy hygiene behaviors.
- Proper handwashing practices will be taught and reinforced.
- Staff and students will be educated on how to cough and sneeze into their elbows, or cover with a tissue. Used tissue should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Students will not share classroom supplies. Classroom teachers will provide a plan so that students do not share supplies.
- Classroom teachers will provide a plan for safe methods to collect papers.
- General protocol will have students from the same cohort use an assigned restroom.

- Hand sanitizer stations will be installed in every classroom grades Young 5's through 8.

Spacing, Movement and Access

- Students will be socially distanced as far apart as possible. Student seating will be spaced as far apart as the classrooms allow.
- Social distancing will be used indoors throughout the school day.
- 7th and 8th grade students will move between classes. The rooms will be disinfected between classes.
- Visitors may be limited to the school office.
 - Building visitor protocols will be followed depending on the virus situation.
- A student's primary cohort will be their homeroom class. They will spend the vast majority of their time within this cohort.
- A student's secondary cohort may be their grade level. They will spend a minimal amount of time within this cohort.
- Interactions between grade levels may be limited at recess.
- Signage:
 - Signage will indicate proper social distancing
 - Markers will be placed at socially distanced intervals where line formation is anticipated.
 - Lines will be placed on the floors of the hallways to assist with social distancing.
 - Social distancing markers in waiting and reception areas will be posted.
 - Signage will be posted in the restrooms to indicate proper social distancing and hand hygiene techniques.
- Arrival to school
 - Parents will do a daily health screen at home (temperature, symptom, and exposure check) before sending their child(ren) to school.
 - Trinity will conduct temperature checks to start the year no matter what phase we are in. This may be subject to change in Phase 5. Parents of students with a fever will be called to be picked up. Students with a higher temperature will have the temperature taken again and monitored during the day.
 - Health screenings will be conducted for students arriving for the Early Learning Center, preschool and Latchkey per state licensing.
 - Students will be assigned an entrance to the school building based on their grade level.
 - Door 2 (gym entrance): Mrs. Angott's class and 4 year old preschoolers
 - Door 6 (Small Red Awning): ELC, Miss Brandenburg's class, 3rd and 4th grades. Latchkey also uses Door 6.
 - Door 7: (Big Red Awning): 1st, 2nd, 7th and 8th grades
 - Door 8: (By Drop off Circle Drive): Kindergarten, 5th and 6th grades
 - Various paths to the school doors will be indicated on the ground to provide for social distancing both to the entrances and then away.

- It is crucial for parents to abide by social distancing requirements on the campus. Parents may gather to engage in conversations but should use social distancing while doing so.
- Parents cannot walk their child into the school building.
 - Parents of Early Childhood, Preschool and Latchkey will escort their children to their health screening stations located at the bottom of the stairwell in Door 6 and the Gym Lobby.
- Dismissal times at the end of the day will be staggered to reduce the number of students in one place at the same time. All students wear face masks in the hallway during dismissal time.
 - Families will be assigned alphabetically by last name to designated areas to wait for their child at dismissal time. This will assist with social distancing for adults and students. A distance of 6 feet should be maintained
 - Letters A through J will wait in the area near Door 7 (Big Red Awning) and Door 8 (near the Kindergarten and 5th grade classrooms)
 - Letters K through S will wait in the area around the kickball backstop in the North parking lot (this is also one of our traditional places for parents to wait for students at dismissal).
 - Letters T through Z will wait in the area around Door 4. This is the Van Dyke Ave. church entrance on the northwest corner of our building.
 - Dismissal waiting areas for parents of Early Childhood Students:
 - Miss Brandenburg's class - Door 7 (big red awning)
 - Mrs. Angott's class - Door 2 (gym entrance)
 - Mrs. Cardella's class - Door 2
 - Mrs. Arcari's class - Door 7
 - ELC - Door 6 (ELC small red awning entrance)

Cleaning

- Disinfecting and cleaning protocols remain at heighten level as described below:
- Trinity's staff will increase disinfectant efforts in common areas, including bathrooms, stairwells, and hallways. Common areas will be cleaned in the evenings as well as receiving additional cleaning and disinfecting during the school day.
- Our custodial staff will follow a specified cleaning schedule.
- Every classroom will be disinfected each day after school.

Screening Students and Staff (See Phase 4)

Protocol if someone at Trinity gets COVID-19 (See Phase 4)

When a Student Should Stay Home and Will Be Sent Home (See Phase 4)

For Students that have symptoms of COVID-19 AND have ANY of the High Risk Exposures (See Phase 4)

Food

- Microwave use in the classrooms will be allowed with the teacher providing disinfecting protocols.
- Students will continue our practice of eating lunch in their homerooms and a food safe disinfectant will be used.
- Our school hot lunch provider, “All About Catering” is working on plans to provide meals that are delivered to the classroom. The meals are prepared in his restaurant grade kitchen and individually wrapped as a sack or boxed lunch.
- Students may not share birthday treats with their classmates.
- The “bubbler” portion of the drinking fountains is disabled. Only the bottle filling feature is operational. Students may bring water bottles to school for filling following teacher protocols.

Gatherings and Extracurricular Activities

- No live, in-person school assemblies

General

- Trinity dress code will be in effect
- Students participating in Virtual Learning are encouraged to dress according to the dress code. They are expected to wear clothes appropriate for school. Pajama clothing, although comfortable, is not permitted.

Latchkey

- Trinity will host before and after school Latchkey following State of Michigan licensing guidelines.
- Specific details to be added to the Return to Learning Plan soon.

Athletics

- Plans for athletics during Phase 4 and 5 are being developed.

Appendix A:

Trinity Lutheran School Basic Return to Learning Plan for Fall 2020

As of July 24, 2020

Note that this plan is subject to amendment or change.

Trinity is mandated to comply with the guidelines provided by the State of Michigan Return to School Roadmap.

Trinity will be able to rapidly adapt our plan to changing situations.

Our area is currently in Phase 4 of the MI Safe Start plan

Summary definition of various phases of the MI Safe Start plan:

- Phase 1-3
 - Community spread of the virus is increasing and substantial.
 - There is concern about health system capacity.
 - Testing and tracing efforts may not be sufficient to control the spread of the pandemic.
 - No in-person instruction is allowed in Michigan
- Phase 4
 - The number of new cases and deaths has fallen for a period of time, but overall case levels are still high.
 - Most outbreaks are quickly identified, traced and contained due to robust testing infrastructure and rapid contact tracing
 - Health system capacity can typically handle these new outbreaks and therefore case fatality rate does not rise above typical levels.
 - The overall number of infected individuals still indicate the need for distancing to stop transmission and more to the next phase.
 - In-person instruction is permitted with required safety protocols.
- Phase 5
 - New cases and deaths continue to decrease for an additional period of time.
 - At this point, the number of active cases has reached a point where infection from other members of the community is less common.
 - With widespread testing, positivity rates often fall much lower than earlier phases.
 - Rapid case investigation, contract tracing, and containment strategies cause new cases to continue to fall.
 - Schools open for in-person instruction with minimal required safety protocols.

- Phase 6
 - Post-pandemic.
 - Schools open for in-person instruction.

Phase 3 Highlights of Return to Learning Plan Fall 2020

- In-person learning is prohibited.
- Students will participate in remote learning.
- ***Parent and student training in remote learning will be provided.***
- Trinity's teachers strive to continually improve their craft, and last spring provided numerous opportunities for growth. Feedback from parents and input from faculty will drive continued growth in our remote learning.
- Instruction will be five days per week.
- Teachers that use the same learning platform will have consistency in their learning format.
- Specials will provide instruction.
- Chapel will continue.
- Having a strong relationship with students and families remains a high priority for staff and teachers.

Phase 4 Highlights of Return to Learning Plan Fall 2020

- Trinity will host five day a week in-person learning.
- Chapel service will be hosted each week. They will be livestreamed to the classrooms and to the homes of students participating in virtual learning.
- Trinity will host a virtual interactive learning environment. This program will allow for seamless student movement between in-person and virtual learning as medically necessary. Details about our virtual learning environment are being developed and will be released soon.
- ***Parent and student training in virtual learning will be provided.***
- Trinity is mandated to comply with the State of Michigan rules concerning facial coverings in the school.
 - All students Preschool-8th grade are required to wear masks outside the classroom.
 - Preschool-5th graders do not need masks in the classroom as long as they remain with the same students.
 - Students will be masked during choir.
 - Masks are not required at recess. Classes will not mingle during recess.

- Trinity is exploring options for some outdoor classes to give older grades a mask break.
- 6th-8th graders are required to wear masks all day, except for lunch.
- All adults in the building are required to wear masks throughout the day.
- Students using Utica Community School bus service are required to wear masks during transportation.
- Students will be socially distanced as far apart as possible. Student seating will be spaced as far apart as the classrooms allow.
- Parents will do a daily health screen at home (temperature, symptom, and exposure check) before sending their child(ren) to school. Trinity will administer temperature checks at each student entrance.
- Students will be assigned an entrance to the school building based on their grade level.
- 7th-8th grade classrooms will be disinfected between classes.
- Trinity's staff will increase disinfectant efforts in common areas, including bathrooms and hallways.
- Classrooms will be disinfected every evening.
- Trinity will provide supplies to promote healthy hygiene behaviors.
- Trinity will teach and reinforce handwashing practices.
- Both in person and virtual learning will include "specials" (such as art and music) with safety mitigation protocols in place.
- There will be no school assemblies.
- Visitors will be limited to the school office.
- Trinity will be supplied with guidance from the Macomb County Health Department with protocols on responding to students and staff who may have symptoms or test positive for COVID-19.
- Latchkey will be in session and will follow state licensing guidelines.
- A quarantined sickroom has been designated, with room dividers.

Phase 5 Highlights of Return to Learning Plan Fall 2020

- Trinity will have in-person and virtual learning, as outlined in Phase 4.
- ***Parent and student training in virtual learning will be provided.***
- Facemasks at Trinity are recommended for staff and students, but not required.
- Chapel service will be hosted each week. They will be livestreamed to the classrooms and to the homes of students participating in virtual learning. A rotating schedule will allow a limited number of students in chapel each week.
- Social distancing practiced will be followed.
- Trinity may conduct temperature checks initially, but is subject to change.
- Building entry protocols will be the same as in Phase 4.

- Disinfecting and cleaning protocols remain at a heightened level
- Trinity will provide supplies to promote healthy hygiene behaviors.
- Trinity will teach and reinforce handwashing practices.
- Both in person and virtual learning will include “specials” (such as art and music) with safety mitigation protocols in place.
- Building visitor protocol will be followed depending on the virus situation.
- Trinity will be supplied with guidance from the Macomb County Health Department with protocols on responding to students and staff who may have symptoms or test positive for COVID-19.
- Latchkey will be in session and will follow state licensing guidelines.
- A quarantine sickroom has been designated, with room dividers.
- For recess, interactions between grade levels will be limited.

Phase 6 of Return to Learning Plan Fall 2020

- Post-pandemic.
- Strong handwashing and hygiene practices remain.
- Appropriate building cleaning and disinfecting practices will be followed.

Extracurricular Activities

- No athletics or extracurricular activities in Phase 3.
- The status of athletics and extracurricular activities is unknown at this time for Phase 4 and 5.
- All athletics and extracurricular activities expected to operate in Phase 6.

Appendix B:

Virtual Learning Option for Trinity families 2020-2021 School Year

Wednesday, July 29, 2020

Dear Trinity Families,

Our Basic Return to Learning Plan was sent to parents on Friday, July 24. Trinity is offering an option to families of either five day a week in-person instruction or a virtual interactive learning environment. Both will be available while we are in Phase 4 and Phase 5 of the MI Safe Start plan. ***The purpose of this message is to describe Trinity's Virtual Learning option.*** Although the program continues to be developed and more details will come, we have basic information that will be helpful for you to know at this time.

In the coming weeks, you will be sent updates on various aspects of school in the fall. These will include details about both in-person and virtual learning. We will provide methods for you to ask questions and receive answers. We are planning a combination live and virtual "Return to Learning School Family Town Hall Meeting" a few weeks before school begins. As more details are available we will ask parents to provide a strong indication of how they would like their children to begin the school year.

Description of Virtual Learning at Trinity Lutheran School:

The main element of Trinity's Virtual Learning is live streaming instruction from the classroom to students' homes. Virtual Learning students will join their classmates via "Google Meet" which is the Google version of Zoom. Highlights of Virtual Learning include:

- Teachers will be able to see the students at home student on their electronic device
- Students will see the front of the classroom and be able to view and hear the teacher's instruction
- Seesaw (for younger grades) and Google Classroom will be used to provide materials and receive work from students

Advantages of Trinity's Virtual Learning option:

- Virtual Students are Trinity students
 - Jesus is a part of the Virtual student's day in the same way as He is for the in-person students.
 - Students would be able to participate in devotional and prayer time.
 - Students will have the opportunity to participate in faith conversations that are part of our religion classes.
 - Virtual and in-person students would attend Chapel in the same way.
 - Virtual learners are taught by Trinity teachers and are members of Trinity classrooms.
- Flexibility
 - Students are able to seamlessly transition between Virtual Learning and in-person learning as needed.

- Students can begin the year in Virtual Learning and later determine they would prefer being in-person (and vice versa if necessary).
- For medical or COVID related reasons, an in-person student may find it necessary to move to Virtual Learning for a period of time. This could include a family awaiting COVID test results for someone in their household requiring a student to remain at home for a period of time.
- The transitions can occur quickly so that a child does not miss a day of school.
- Note: The transitions between the two learning platforms must be COVID or otherwise medically motivated. One example: an in-person student or family cannot decide that they would prefer or need to stay at home from school and attend virtually instead of in-person on a particular day. In this example, the student would be “absent” on that day and make up work like they would during a normal school year absence. A process will be provided to allow for students to move between the two platforms for COVID based and medical reasons only. It is not beneficial for students to utilize other reasons to jump back and forth between learning platforms.
- Social aspect
 - Students in Virtual Learning are able to participate in the social dynamic of a classroom.
 - Virtual Learning students participate in both core classes and “specials”.
 - Virtual Learning students would have the opportunity to eat lunch with classmates.
 - In some cases, a student “buddy” may be assigned to provide messages to the virtual student through the camera. An example could be, “Hey, Joey. The class will be away for a short while. Join us back in 5 minutes.”
 - Virtual Learning students will see and hear their school.
 - Relationships with fellow students and teachers continue.
- Interactive
 - Virtual Learning Students are able to interact with their teacher in real time.
 - A student can raise their hand and have a question answered similar to the in-person students.
 - Students will be able to hear fellow students' questions answered which can benefit their own understanding and learning.
 - Teachers will have the option, if needed, to set up private Google Meet sessions with Virtual Learning students to assist them.

Additional Items:

- Older students would participate in Virtual Learning in real time during the school day.
- We are exploring a model for primary students that would use recorded sessions rather than live streaming. The benefit for younger students is not needing to be attentive at a computer for the full school day. The recorded sessions would be sent to them later in the day.

- Preschool families! We will have information for you soon to verify at home learning options for your children.
- It is important that students have the ability to successfully print from their computer at home.
- The camera will be fixed on the teacher, the board, or the learning center of the classroom. In general, the camera will not be capturing the image of the full classroom.
- Expect the “mute” button to be used for portions of the day. An example is classroom work time in which students are working independently.
- There are benefits to this model for distance learning but it is not perfect. A more perfect model would be the absence of a pandemic and these schooling decisions would not be necessary. Parent and student “buy in” will be crucial to participate in Virtual Learning.
- Multiple children at home.
 - Trinity can supply devices if needed
 - A family internet connection would need to be able to sustain multiple children using Google Meet simultaneously. Mr. Fraeyman believes that most family internet feeds can meet this need. There may be the need for a family to increase their internet bandwidth.
- Parent and student orientation to Virtual Learning will be available.
- GradeLink would be used to record grades for both virtual and in-person students

More information is coming. We continue to fine tune and test this plan. We have mentioned that this model is not perfect. However, we believe it can be more successful than other methods we considered to meet our students’ spiritual, academic and social needs. God is stretching us in ways that we could have never imagined. We are blessed at Trinity to be able to think and develop plans to minister to students and families in a number of different circumstances. It is our fervent hope and prayer that we are able to continue relationships with all of those in our school family. We may also be able to establish new relationships through what Christ is leading us to do! You are invited to join me in praying for God’s work to continue at your Trinity Lutheran School even with the obstacles that appear to be in front of us!

JOYful to Be in Service,

Mr. Volkert
Principal
Trinity Lutheran School

Appendix C:

Flowchart for Suspected or Positive Cases

STAFF/ADULTS

Staff/adults working in school with any of the following symptom (new/different/worse from baseline of any chronic illness) should be **excluded from work** and encouraged to follow up with their healthcare provider:

ONE of the following:

1. Feverish
2. Cough
3. Shortness of breath

OR TWO of the following:

1. Muscle aches without another explanation
2. Chills
3. Sore throat
4. Headache
5. Vomiting or Diarrhea
6. Loss of taste or smell

They should not return until it has been:

- At least 10 days since symptoms first appeared **AND**
- At least 24 hours with no fever without fever-reducing medication **AND**
- Symptoms have improved

(Employers **should not** require sick employees to provide a COVID-19 test result or healthcare provider's note to validate their illness, qualify for sick leave, or return to work.)

STUDENTS

Student has **ANY** of the following symptom (new/different/worse from baseline of any chronic illness):

- Temperature 100.4 or signs of fever (chills/sweating)
- Sore throat
- New uncontrolled cough that causes difficulty breathing
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache

EXCLUDE FROM SCHOOL

Student has **ANY** close contact or potential exposure risk in the past 14 days:

- Had close contact with a person with confirmed COVID-19
- Had close contact with person under quarantine for possible exposure to COVID-19
- Had travel history

NO

1. Refer to Healthcare Provider
2. Refer to COVID-19 testing location for possible testing
(Schools **should not** require testing results as a part of return to school policies.)

YES

Diagnosed with COVID-19 OR no other diagnosis available

HOME ISOLATION UNTIL:

- At least 10 days since symptoms first appeared **AND**
- At least 24 hours with no fever without fever-reducing medication **AND**
- Symptoms have improved

COVID-19 Test Results NEGATIVE

Had close contact with a person with confirmed COVID-19 within last 14 days?

NO

Student may return based on the guidance for their symptoms (see "Managing Communicable Diseases in Schools"):

1. Fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications
2. Sore throat: improvement (if strep throat: do not return until at least 2 doses of antibiotic have been taken);
3. Cough/Shortness of breath: improvement
4. Diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours
5. Severe headache: improvement

YES

Finish 14 Day Quarantine

