

Northland Learning Center Returning To Learning Plan

8/6/2020

8/12/2020

8/21/2020

9/13/2020

5/6/2021

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Introduction

In March 2020, the Northland Learning Center closed its school buildings to students due to the COVID-19 outbreak and the Governor's Emergency Executive Order 20-02, issued March 15, 2020. For the remainder of the spring semester, students engaged in distance learning.

The health and safety of our staff, students and families is our highest priority so we will be closely monitoring the progress of COVID-19, in partnership with the Minnesota Department of Health (MDH) and local public health authorities. The NLC will need to adapt its plans according to evolving health conditions and local needs.

In planning for the coming school year, the Minnesota Department of Education (MDE) has requested school districts to plan for three different scenarios going into the 2020-2021 school year. Those three scenarios include:

- **Scenario 1: In-person learning for all students.** Creating as much space as possible between students and teachers that is feasible during the day, but is not held to strictly enforcing the 6 feet of social distancing.
- **Scenario 2: Return students to school buildings implementing a hybrid model.** Following strict social distancing and capacity limits to 50% maximum occupancy. Social distance of at least six feet between people must always occur.
- **Scenario 3: Distance Learning Only.** The Return to Learning Plan is based on the MDH *2020-2021 Planning Guide for Schools*, MDE's *Guidance for Minnesota Public Schools: 2020-2021 School Year Planning* and current public health recommendations at the time this document was developed, which include:

- Maintain a distance of six-feet between individuals
- Wear face masks or coverings
- Screen for COVID-19 symptoms
- Practice good hygiene protocols, including hand washing, cleaning and disinfecting
- Limit group gatherings
- Plan for short-term school closures, should there be a suspected or confirmed COVID-19 case
- Transportation will be determined by the local district that provides transportation
- IEP/Intake Meetings will be held virtually through Google Meets or Zoom

This Plan is a working document to be updated as changes occur. It summarizes the methods the Northland Learning Center will utilize in all three scenarios.

Communication

Taskforce

The Northland Learning Center has formed a taskforce to work on the modifications needed for the upcoming school year. The team includes the following people:

Brian Yuretich Executive Director
Christi Sickel Assistant Director of Special Education
Hanna Rodenbaugh Assistant Director of Special Education
Amanda Slattery Coordinator
Laura Rust Teacher (ALC)
Jeff Zupetz Teacher (Elementary)
Alyssa Blake Teacher (Elementary)
Cela Latola Teacher (BTI)

Brian Yuretich, Executive Director serves as the point of contact for all COVID-19 related matters. His information will be included on all communications.

Communication Methods

The District will release regular communication updates in the following ways:

- Weekly email from Brian Yuretich, Executive Director to all staff
- Images (school and community newspaper), released as needed for students, parents and guardians
- Weekly staff meeting with Brian Yuretich, Executive Director with teaching staff on Google Meet

The District will continue to utilize the district website for updating staff, students, parents/guardians, and the public. Written documentation will be available at the District Office for parents/guardians who do not have internet access.

Instant Alert (messaging system) will be utilized to provide parents/guardians and staff with immediate updates when necessary.

Posters will be present within the facility, including at the following locations:

- At all handwashing sinks to remind everyone of good handwashing practices
- On entry doors to remind people who have symptoms not to enter

- At entries notifying people of the screening methods occurring
[Visitor and Employee Health Screening Checklist](#)

Parent Communication

Message templates have been assembled for:

- A letter informing staff, students and parents of the MDE scenarios, notifying them that the district is complying with MDE recommendations and has completed a restart plan for the three scenarios. (Mailed August 24, 2020)
- A template letter that can be used, should school cancellations need to occur due to a known or suspected case of COVID-19 in district facilities
- A summary letter, outlining of the changes taking place within the district to be provided to parents/guardians, students and staff after the MDE announcement is made on what scenario will be followed

Mental Health & Wellness

The COVID-19 pandemic is causing stress, fear, and anxiety for many people. The District will provide staff, families, and students (age-appropriate) with information on how to access resources for mental health and wellness in the following ways.

Northland Learning Center has the following mental health professionals available:

- Lynn Bauchman, Range Mental Health ADAPT Therapist
- Cassie Addams, Arrowhead Center Chemical Dependency Counselor
- New/Vacant, Range Mental Health Therapist

SCENARIO 1 Students will all be provided with information on reaching counseling staff. Their contact information and hours will be provided to students to allow them to reach out for assistance.

Students that continually receive assistance will continue to receive assistance as per usual.

SCENARIO 2 Students who are in the building can access services in the ways listed in scenario 1. Students at home will receive information on how to reach the counseling staff electronically.

Students that continually receive assistance, who are not in the building will be reached out to electronically.

SCENARIO 3 Students at home will receive information on how to reach the counseling staff electronically.

Students that continually receive assistance, who are not in the building will be reached out to

electronically.

Reporting Methods

The Northland Learning Center will request parents, guardians and staff to self-report if they or their student have COVID-19 symptoms, a positive test or have been in close contact with someone with COVID-19.

Parents, guardians or staff will report to the following:

Elementary Focus, Secondary Focus or ALC

Hanna Rodenbaugh

(218)471-1049

hrodenbaugh@northlandsped.org

BTI

Christi Sickel

(218)471-1057

csickel@northlandsped.org

ECSE & Itinerant Staff

Tina Fredrickson

(218)471-1048

tfredrickson@northlandsped.org

Refer to section "[Handling Suspected or Confirmed Cases](#)", for more information should that occur.

Training and Education

The following staff categories have received training on the Returning to Learning Plan in the specific areas listed below. Records of training for the staff groups will be shared with staff.

Maintenance & Custodial Staff

- Currently known [COVID-19 Facts](#)
- Cleaning Methods and Schedule
- Employee Right-to-Know
 - [Simple Green SDS](#)
 - [Oxivir Disinfectant SDS](#)
- Personal Protective Equipment
- Districts “Returning to Learning” Overview
- Identifying Symptomatic Students
 - [MDH COVID-19 Decision Tree](#)
- Screening Yourself
 - [Visitor and Employee Health Screening Checklist](#)

Transportation Staff (will be based on local district transportation plans)

- Currently known [COVID-19 Facts](#)
- Districts “Returning to Learning” Overview
- Identifying Symptomatic Students
 - [MDH COVID-19 Decision Tree](#)
- Screening Yourself
 - [Visitor and Employee Health Screening Checklist](#)

All Other Staff

- Currently known [COVID-19 Facts](#)
- Overview of the [Facility Cleaning Methods and Considerations](#)
- Employee Right-to-Know
 - [Simple Green SDS](#)
 - [Oxivir Disinfectant SDS](#)

- Receiving Items from Home (needed supplies will come to school in disposable bags)
- Districts “Returning to Learning” Overview
- Identifying Symptomatic Students
[MDH COVID-19 Decision Tree](#)
- Screening Yourself
[Visitor and Employee Health Screening Checklist](#)

Parents & Guardians

- Districts “Returning to Learning” Overview
- Transferring Items from Home to School (Parent Back to School Letters explain that NEEDED supplies can come to school in disposable bags)
- How to Screen/What to Screen for (Sent in Parent Back to School Letters)
[MDH COVID-19 Decision Tree](#)
- Use of Technology (will be updated as we roll out the technology available to each student)

***Attendance Guide for Parents**

What are the symptoms of COVID-19? Symptoms of COVID-19 can look like many other illnesses children get. The symptoms for children can look different than symptoms for adults. Many children have no symptoms at all. If a child or student has any of these symptoms, it could be COVID-19:

More common symptoms: fever of 100.4 degrees Fahrenheit or higher; a new cough, or a cough that gets worse; difficulty or trouble breathing; and new loss of taste or smell. These are the symptoms seen most often among children who test positive for COVID-19. They may be the only symptoms that develop.

Less common symptoms: sore throat; nausea; vomiting; diarrhea; chills; muscle pain; excessive fatigue (being very tired); a new or severe headache; and new nasal congestion or a runny nose. Many other childhood illnesses have these same symptoms. Some children with COVID-19 have no symptoms. However, they still can give COVID-19 to others, even if they do not have symptoms.

Cross-Training and Absence Planning

The Northland Learning Center is preparing for absences of essential staff members by cross training. Backup staff members have been assigned for essential roles, shown below.

Team Member Backup/Fill-In

Brian Yuretich - Assistant Director Team with support from Board Chair

Tina Fredrickson - Christa Clark

Christi Sickel - Sue Ostman (locals)/Amanda Slattery (BTI)

Hanna Rodenbaugh - Amanda Slattery

The Northland Learning Center is planning to remain as flexible as possible to accommodate staff and students, while following individual Union Contracts.

Staff at the Northland Learning Center have been and will continue to work with partner teachers to support students so that there is some level of familiarity with the team in case the teacher is unavailable throughout the school year.

Itinerant staff that travel between buildings will be planning their days so that they are limiting the number of buildings they are going to within a day. They will be following the plans of the buildings that they need to visit as plans may change as we move through the year.

Screenings

The Northland Learning Center will complete proactive screenings of students, visitors and staff entering the buildings. [Visitor and Employee Health Screening Checklist](#)

MDH and CDC recommend that people are screened when entering the building. The MDH COVID-19 screening poster will be posted at building entrances to remind people entering of the symptoms of COVID-19. Posters will also be placed, notifying people entering that the District will be screening occupants.

To assist parents/guardians, students, and staff in determining when to come into the building based on symptoms, the Northland Learning Center will provide and post the MDH Decision Tree factsheet. [MDH COVID-19 Decision Tree](#)

SCENARIO 1 & 2

Parents of students have been sent the [MDH COVID-19 Decision Tree](#) and [Visitor and Employee Health Screening Checklist](#) documents that encourage parents to monitor their children and keep them home if they are ill or if they have been exposed to Covid 19.

Visitors to the Northland Learning Center will be limited. We ask that you call 218-741-9201

before arriving at the school to let us know that you are coming, or call when you get to the building and we will direct you on how to accomplish what needs to be done based on the situation.

Students that have a fever will have a phone call home to have someone pick them up. Students that have a fever will not be able to get in a van or bus with other students to return home.

Community Expectations

Hand Washing

Proper hand washing practices are very important to reduce the spread of any virus. Posters will be placed at all sinks to remind everyone of good hand washing practices.

[Hand washing poster](#)

[Hand washing facts](#)

Hand sanitizer will be provided to all staff members for their desks and workspaces. Hand washing is more effective than hand sanitizer in reducing germs. However, in instances where handwashing is not readily available, hand sanitizer can be used. Visibly dirty or greasy hands should still be washed as soon as feasible. Custodial staff will check mounted hand sanitizer and hand washing supplies during each daily cleaning of the area.

Teachers are expected to encourage proper hand washing with all students.

Face Coverings

SCENARIOS 1 and 2 Staff and students of the Northland Learning Center will be expected to wear a face covering when in the building. That may include a face mask or plastic face shield. Both options will be provided, along with instructions on proper use and cleaning.

SCENARIO 3 Staff of the Northland Learning Center will be expected to wear a face covering when in the building. That may include a face mask or plastic face shield. Both options will be provided, along with instructions on proper use and cleaning.

Face Coverings / Masks

- All individuals, staff and students (K-12), are required to wear a mask to school, including transportation.
- Types of allowable face coverings include:
 - Paper or disposable mask
 - Cloth face mask
 - Scarf
 - Bandanna
 - Religious face covering
- Face covering should completely cover the nose and mouth.
- A limited supply of masks will be available if students and staff forget theirs.
- Exceptions to mask use will be determined on an individual basis, based on medical, developmental or behavioral health needs.
- Face coverings should not be placed on anyone under age 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance or anyone who cannot tolerate a face covering due to a developmental, medical or behavioral health condition.
- Face coverings may be temporarily removed in the following situations:
 - When eating and drinking.
 - When engaging in indoor physical activity (e.g., during recess, after school sports, or when exercising in a gym) where the level of exertion makes wearing a face covering difficult, and during classes or activities held outdoors. People participating in these activities should maintain 6 feet of distance while doing so to the extent feasible.
 - When communicating with a person who is deaf or hard of hearing or has a disability, medical condition, or mental health condition that makes communication with a face covering difficult, provided that social distancing is maintained to the extent possible.
 - During indoor practices or performances involving singing, acting, public speaking or playing musical instruments where face coverings cannot be worn or are impractical to wear while playing the instrument or participating in the activity:
 - Maintain **12 feet** or greater of physical distance from others while participating in the activity to the extent possible.
 - Replace their face covering as soon as the activity is completed.

- Depending on the activity, face shields should also be considered as an alternative if 12 feet of social distancing cannot be consistently maintained.
- Pre-kindergarten students age 5 years and younger participating in programming in a school building. Pre-kindergarten programs are subject to the Executive Order requirements and related guidance applicable in child care settings; see [Masking Requirements for Child Care: COVID-19](#)
- Pre-kindergarten children who are at least 2 years old may wear face coverings if they can do so in compliance with CDC guidance on How to Wear Cloth Face Covering (e.g., without frequently touching or removing the covering).
- A face shield (a clear plastic barrier that covers the face) allows visibility of facial expressions and lip movements for speech perception and may be used as an alternative to a face covering in the following situations:
 - Among students in Kindergarten through grade 8, when wearing a face covering is problematic.
 - By teachers (all grades), when wearing a face covering may impede the educational process.
 - For staff, students, or visitors who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.
 - For staff providing direct support student services, when a face covering impedes the service being provided.

Protecting Those at Higher Risk

The Northland Learning Center will accommodate the needs of students and staff who are at higher risk of serious illness from COVID-19. This includes honoring requests of parents who may elect to continue distance learning due to an underlying medical condition of the student or others in their home.

A phone call to all staff and families to allow them to self-identify as high risk for illness. Brian Yurelich, Executive Director will review all staff and students that have identified as high-risk and reach out to them with individual plans.

Facilities

Physical Barriers

The Northland Learning Center has installed barriers on certain administrative desks.

There is also a non-contact drop box for papers, lunch money, etc. to be dropped into the District Office.

Drop bins labeled with teachers names will be placed in the entryway to allow parents and guardians to drop off items for students as needed.

Gatherings and Visitors

To comply with current public health orders, the Northland Learning Center will be limiting non-essential building visitors. It is also required that student drop-off and pick-up occur outside the building, rather than inside.

Large group gatherings will occur virtually while this plan is in effect.

All IEP and Intake meetings will occur virtually.

Space Considerations

Playgrounds

SCENARIO 1 & 2 Playgrounds will remain open and will be cleaned daily, per CDC guidelines. This includes cleaning high touch surfaces (swing chains, slides and grab handles) using soap and water. Cleaning will take place during fair weather, as it is not possible during the colder weather due to freezing.

Students will be directed to wash hands before and after playground use.

Playground usage will occur as a class, in order to keep groups as static/same as possible. Therefore, there will be fewer students on the playground at a time and the groups will not intermingle with other classes. Scheduling will occur and will be communicated to teachers.

Technology

The copy area for staff will remain open and in-use. Those using the machine will be asked to use a provided alcohol wipe to wipe clean when done. A poster reminding employees of the need to clean after each use will be posted.

Gymnasium

SCENARIO 1 & 2 Physical Education classes will be done outside when weather permits. When physical education equipment is used, it will be placed in a “dirty” bin, located in the gym and custodians will clean the toys and the bin at the end of the day, prior to putting away.

Classrooms

SCENARIO 1 & 2 Classrooms will be limited to essential teaching tools. Limiting the number of personal items in the classroom will lighten the cleaning load of the custodial staff. During this time, rugs, and all other non- standard furniture (couches, chairs, bean bag chairs, etc.) will not be allowed in the classroom as they present cleaning challenges.

Tables in the classrooms will be marked for distancing between students during this time.

Drinking Fountains

Drinking fountains will be turned off at this time. Bottle fillers will remain in use and will be added to the list of cleaning items.

Cafeteria (NO OPEN CAMPUS)

SCENARIO 1 Breakfast will be in the classrooms.

Elementary students will eat lunch in their classrooms.

The cafeteria will be opened for Secondary students only, and the benches will be marked allowing for seating distance between students. Students will go through the serving line with food served to them. Seating will occur in the cafeteria. Lunch times will be staggered to allow for social distancing.

SCENARIO 2 At this time, the cafeteria will be closed and will be used for staging of meals. Both breakfast and lunch will be served in the classrooms, pre-packaged by food service.

Students at home will receive pre-packaged meals available for pickup or delivery.

SCENARIO 3 Students at home will receive pre-packaged meals available for pickup or delivery.

Nurse's Room/Area

The nurse's office will be used for medication dispensing only.

There will be isolation areas set up for students that present with symptoms of Covid 19 while waiting for a ride home. If students do not have a ride, the school will work with families to get the student home as quickly as possible.

Childcare

The Northland Learning Center will be working with the local districts to have students that need childcare to have access to this service.

Scheduling

We have three contingency plans prepared for the upcoming school year. **At times, we may be forced to move across the three models.** The Distance Learning model will remain intact for the 2020-21 school year. Decisions will be guided based on the following table and in consultation with the Minnesota Department of Health:

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

SCENARIO 1 In-Person Learning

Students participate in a traditional model of learning where students attend school five days a week.

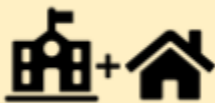


Daily In-Person Learning

- All students attend school with a full class schedule, five (5) days a week
- Face-to-face learning
- Students have daily interaction with teachers, peers, and classmates
- Schools create as much space between students and teachers as possible
- Six feet of social distancing will not be strictly enforced during class instruction
- Digital learning tools (e.g., Seesaw, Google Classroom, Google Meet) will be used, making a future transition to hybrid or distance learning easier if needed

SCENARIO 2 Hybrid Learning

Students learn @ School and @ Home to limit school and bus occupancy to a maximum of 50% capacity.



Hybrid Learning Model

- Students participate in hybrid learning @ School / @ Home on alternate days
- MDH strict social distancing requirements (maintaining 6 feet of distance)
- School, classroom, and bus capacity at 50% or less
- Students are assigned to different cohorts: Group A or Group B
 - Group A: learn @ School on Monday & Tuesday
 - Group B: learn @ School on Thursday & Friday
 - Family households will be grouped into the same cohorts
- On Hybrid @ Home days, students complete asynchronous learning activities
- Asynchronous activities reinforce lessons from the Hybrid @ School days
- Students complete Hybrid @ Home activities to mark attendance records

AA/BB Schedule		Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	@ School	Group A	Group A		Group B	Group B
	@ Home	Group B	Group B		Group A	Group A

SCENARIO 3 Distance Learning

	Distance Learning Only Model • All grade levels will have a full, structured daily class schedule • Students will have daily interaction with their teachers and classmates ◦ Teachers will facilitate daily synchronous (<i>real-time</i>) instruction ◦ Teachers will provide a mix of asynchronous (<i>flexible</i>) learning activities • Expectations will be consistent with in-person learning in relationship to instructional time, attendance, assessments, and grading policies • Students will have the same level of academic rigor as in-person learning • Learning activities will include a balance of digital and non-digital resources. • Distance learning courses will mirror the curriculum of in-person classes
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Families who **choose** the Distance Learning model for their child(ren) who may be medically vulnerable or otherwise unable or unwilling to return to in-person or hybrid learning also note the following:

- Secondary students will have access to the courses they had already requested for the 2020-21 school year, provided those classes can be taught in an online environment.
- Students who begin in the distance learning model at the beginning of the year will commit to this model through the end of the quarter and have the opportunity to transition back into the other models at the end of each quarter. *Students who wish to move from in-person or hybrid to distance learning can do so, after consultation with the building principal and availability of teachers.*
- If students select distance learning, they are still eligible for sports and activities if they meet enrollment and credit requirements.
- At the elementary level, classes will be taught by dedicated distance learning teachers.

- Switching into or from distance learning may result in placement with a different teacher.

Arrival and Dismissal

SCENARIO 1 & 2

Students will enter the side doors of the building. Elementary students through door 4 (playground side of the building). Secondary students through door 6 (parking lot side of the building). If a student arrives late, they will need to enter the building through door 2 and check in at the office. Calling ahead would be appreciated.

Staff will monitor the arrival and dismissal times to curtail congregating and ensure students go straight from vehicles to classrooms and vice versa.

If students are on a hybrid plan, they will not be able to enter the building on days that they are not scheduled to be in the building.

Staff are responsible for screening themselves each morning.

Transportation

Will be determined by the local district that provides transportation.

St Louis County, Mt.Iron/Buhl & Nett Lake

Kay Cornelius

218-735-6744

kcornelius@isd2142.k12.mn.us

Rebecca Mariucci (Assistant to Kay Cornelius)

218-749-8130 x1113
rmariucci@isd2142.k12.mn.us

Rock Ridge

Bob Voss
218-742-3969 / 218-410-3130
Bob.voss@rrps.org

Ely

Tim Leeson (696)
218-365-6166 x1747
tleeason@ely.k12.mn.us

Chisholm

Brian Vajdl (695)
218-254-5726 x2909
bvajdl@chisholm.k12.mn.us

Mesabi East

Brian Chapman (2711)
218-229-3321 x550 / 2187-780-6690
Bchapman@isd2711.org

Brown Transportation

Linda Brown
218-744-1889 / 218-780-5875
lbrown27@mchsi.com

Facility Cleaning Methods and Considerations

Cleaning Considerations

The Northland Learning Center has prepared in depth cleaning practices to prevent the exposure of COVID-19. Key elements include:

- All surfaces will be cleaned with soap and water or [Simple Green](#) prior to disinfection.
- Staff will utilize [Oxivir Disinfectant](#)
 - one-step hospital grade disinfectant that kills SARS-CoV-2 (COVID-19 virus), virucide, bactericide, fungicide, mildewcide and non-food contact sanitizer.
 - Kills MRSA, norovirus and canine parvovirus. It meets bloodborne pathogen standards for decontaminating blood and body fluids.

- The dwell time of product is five minutes at 1:16 dilution
- The SDS is available to staff in the custodial area or on the Google Drive.
- Staff have received training on good cleaning practices and Employee Right-to-Know. Records are located on the NLC's Google Drive.

When technology items are needing to be cleaned, alcohol wipes will be utilized to prevent damage to the equipment.

Routine Cleaning

MDH and CDC recommend routine cleaning and disinfection occur to assist in prevention of the virus spread. The Northland Learning Center accomplishes this through routine cleaning of high touch points as listed below, per CDC guidelines.

Custodial staff has increased disinfectant procedures throughout the buildings. The NLC has prioritized high-touch areas such as door knobs and handles, door push plates, light switches, door frames, desks, tables, countertops, chairs, dispensers (soap and towel), and faucets.

NLC staff will complete routine cleaning following these steps:

1. Wearing personal protective equipment.
2. If the surface is visibly dirty – Clean using soap & water or Simple Green
3. Disinfect surfaces using disinfectant provided and paper towels. The product needs to remain wet, on the surface for the designated amount of time.
4. Use a garbage bag for waste. When full, place garbage in the dumpster.
5. Remove gloves and then wash hands thoroughly with warm water and soap for at least 20 Seconds.

Level	Location/items/frequency		Staff
1	Increased daily disinfecting	High touch areas in common areas of the school - includes bathrooms, office, etc. (3 times per day)	custodial
		• Classrooms ○ toys, instructional materials (between uses) ○ all surfaces (once per day) ○ Clearly separate what has been cleaned • Gym - items used/touched (between group usage)	Teacher, paraprofessional
2	Building wide	• Cleaning the impacted area	custodial

	disinfection with a suspected COVID-19 case	where student/staff have been, including high touch areas and bathrooms • Allow ventilation for 24 hrs	
3	POSITIVE COVID-19 IMMEDIATE CLEAN & DISINFECTION	• Immediate closure of the area and cleaning the impacted area where student/staff have been, including high touch areas and bathrooms • Allow ventilation for 24 hrs	Custodial with additional PPE
4	MULTIPLE POSITIVE COVID-19 & POTENTIAL BUILDING WIDE	Immediate closure of the area and cleaning the impacted area where student/staff have been, including high touch areas and bathrooms Consultation with public health will be done.	Custodial with additional PPE

Handling Suspected or Confirmed Cases

The Northland Learning Center will proceed as follows with suspect or confirmed cases:

- The person will be separated and held in the identified isolation room until they are able to be picked up by a parent or guardian
- While waiting they will be under visual supervision of a staff member
- The staff member and person waiting will be requested to wear face masks, unless a person is unconscious, has trouble breathing or is incapacitated
- Cleaning steps outlined in the cleaning section will be followed, ensuring that communal spaces such as restrooms and copy rooms the person used are included
- MDH will be notified of confirmed COVID-19 cases of students or staff. It will be reported by emailing health.schools.covid19@state.mn.us

If it is determined that the person is in need of transportation home, the Northland Learning Center will use district transportation methods to bring the person home. If medical care is

needed, 911 will be called.

Appendix A

Posters

WELCOME

**To protect our staff and students,
the Northland Learning Center is
limiting visitors and screening all
building occupants due to the
COVID-19 pandemic**

Prior to entry, review the MDH health
screening checklist to determine if you have
symptoms that could be associated with
COVID-19

Please call
218-741-9201
for further instructions

WELCOME

**To protect our staff and students,
the Northland Learning Center is
limiting visitors and screening all
building occupants due to the
COVID-19 pandemic**

Prior to entry, review the MDH health
screening checklist to determine if you have
symptoms that could be associated with
COVID-19

Please call
218-741-2067
for further instructions

Appendix B

Resources/Handouts

[COVID-19 Facts](#)

[Hand washing facts](#)

[Hand washing poster](#)

[Masking Requirements for Child Care: COVID-19](#)

[MDH COVID-19 Decision Tree](#) *updated on 9/13/2020

[Oxivir Disinfectant SDS](#)

[Simple Green SDS](#)

[Visitor and Employee Health Screening Checklist](#)

Appendix C

Communication



Independent School District 6076
1201 13th Avenue South Virginia, MN 55792
Phone (218) 741-9201 or 1-800-450-4772
Fax (218) 741-5178

Brian Yuretich
Executive Director

Hanna Rodenbaugh
Assistant Director

August 20, 2020

Dear Parents,

September is just around the corner! We, the faculty and staff of the Northland Learning Center, would like to welcome you and your child back to school!

Here are some important dates for this year:

Tuesday September 1st **Virtual Open House** 3:30-7:30
Tuesday September 8th **First Day of School**

We have some important updates for this new school year!!!

***As we return to school in our "In Person" Model please note the following:

- ~Students can bring **ONLY NEEDED SUPPLIES** to school in a disposable bag
- ~Students can bring their own lunch in disposable containers (including water bottles)
- ~Please call Ms. Rachel at 218-741-9201 if you are planning to come to the building or when you arrive; we will be limiting all traffic in the building
- ~Students will not be bringing anything home with them
- ~Parent communication will be through email or phone calls as much as possible

The following dates for Early Dismissal Wednesdays:

Sept. 9, 16, 23 & 30	Oct. 7, 14, 21 & 28
Nov. 4, 11, 18 & 25	Dec. 2, 9, 16 & 23
Jan. 6, 13, 20 & 27	Feb. 3, 10, 17 & 24
Mar. 3, 10, 17, 24 & 31	Apr. 7, 14, 21 & 28
May 5, 12, 19 & 26	June 2

Please see our [district calendar](#) on the school website for other dates that may be important for you to know.

***If we move to a “Hybrid” Model please note the following:

- ~Students will be placed in Group A (Monday/Tuesday) or Group B (Thursday/Friday) for attending school and will have daily check-ins with teachers on the days that they will be doing distance learning.
- ~Students can bring **ONLY NEEDED SUPPLIES** to school in a disposable bag
- ~Students can bring their own lunch in disposable containers
- ~Please call Ms. Rachel at 218-741-9201 if you are planning to come to the building or when you arrive; we will be limiting all traffic in the building
- ~Students will not be bringing anything home with them
- ~Parent communication will be through email or phone calls as much as possible

There will be no “In Person” school on Wednesdays during “Hybrid”

On the [website](#) please find:

- “Returning to Learning” Plan
- Free/Reduced Lunch Forms
- Enrollment Forms
- District Calendar

*Remember that if your child is coming into school late, please call before 9 am to have lunch ordered for the day.

Questions about transportation... Please contact your child’s home district.

Recommended Supplies:

1 bottle hand sanitizer, 3 boxes of Kleenex, 2 containers of disinfectant wipes, 1 box (24 count)

crayons, 1 box (10 count) markers, 1 box (12 count) colored pencils, 2 rectangular erasers (not pencil top), 1 pair scissors (5 inch), 1 package (12 count) #2 pencils, and 2 Expo dry erase markers.

We look forward to meeting you and your child at the Virtual Open House or on the first day of school.

Thank you and let's have an AMAZING year!



Independent School District 6076
1201 13th Avenue South Virginia, MN 55792
Phone (218) 741-9201 or 1-800-450-4772
Fax (218) 741-5178

Brian Yurelich
Executive Director

Hanna Rodenbaugh
Assistant Director

August 20, 2020

Dear Parents,

September is just around the corner! We, the faculty and staff of the Northland Learning Center, would like to welcome you and your child back to school!

Here are some important dates for this year:

Tuesday September 1st **Virtual Open House** 3:30-7:30
Tuesday September 8th **First Day of School**

We have some important updates for this new school year!!!

***As we return to school in our "In Person" Model please note the following:

~The NLC will be a CLOSED campus (Leaving the building is NOT permitted, including at arrival time)

- ~Students can bring **ONLY NEEDED SUPPLIES** to school in a disposable bag (NO lunch deliveries will be allowed)
- ~Students can bring their own lunch in disposable containers
- ~Please call Ms. Rachel at 218-741-9201 if you are planning to come to the building or when you arrive; we will be limiting all traffic in the building
- ~Students will not be bringing anything home with them
- ~Parent communication will be through email or phone calls as much as possible

The following dates for Early Dismissal Wednesdays:

Sept. 9, 16, 23 & 30	Oct. 7, 14, 21 & 28
Nov. 4, 11, 18 & 25	Dec. 2, 9, 16 & 23
Jan. 6, 13, 20 & 27	Feb. 3, 10, 17 & 24
Mar. 3, 10, 17, 24 & 31	Apr. 7, 14, 21 & 28
May 5, 12, 19 & 26	June 2

Please see our [district calendar](#) on the school website for other dates that may be important for you to know.

***If we move to a “Hybrid” Model please note the following:

- ~**The NLC will be a CLOSED campus (Leaving the building is NOT permitted)**
- ~Students will be placed in Group A (Monday/Tuesday) or Group B (Thursday/Friday) for attending school and will have daily check-ins with teachers on the days that they will be doing distance learning.
- ~Students can bring **ONLY NEEDED SUPPLIES** to school in a disposable bag
- ~Students can bring their own lunch in disposable containers
- ~Please call Ms. Rachel at 218-741-9201 if you are planning to come to the building or when you arrive; we will be limiting all traffic in the building
- ~Students will not be bringing anything home with them
- ~Parent communication will be through email or phone calls as much as possible

There will be no “In Person” school on Wednesdays during “Hybrid”

On the [website](#) please find:

- “Returning to Learning” Plan
- Free/Reduced Lunch Forms
- Enrollment Forms
- District Calendar

*Remember that if your child is coming into school late, please call before 9 am to have lunch ordered for the day.

Questions about transportation... Please contact your child’s home district.

Recommended Supplies:

Please check with your child's teacher for supplies needed.

We look forward to meeting you and your child at the Virtual Open House or on the first day of school.

Thank you and let's have an AMAZING year!



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Phone (218) 741-9201 or 1-800-450-4772
Fax (218) 741-5178

Brian Yurelich
Executive Director

Hanna Rodenbaugh
Assistant Director

August 20, 2020

Dear Parents,

September is just around the corner! We, the faculty and staff of the Northland Learning Center, would like to welcome you and your child back to school!

Here are some important dates for this year:

Tuesday September 1st **Outdoor Scheduled Open House** 3:30-7:30
(ALC contacts will be in touch)
Tuesday September 8th **First Day of School**

We have some important updates for this new school year!!!

***As we return to school in our "Hybrid" Model please note the following:

~The NLC will be a **CLOSED** campus (Leaving the building is **NOT** permitted, including at arrival time)

~Students can bring **ONLY NEEDED SUPPLIES** to school in a disposable bag (NO

lunch deliveries will be allowed)

~Chromebooks will be provided for the Distance Learning part of this model, if the internet is a concern, please let us know ASAP so that we can support you

~Students can bring their own lunch in disposable containers

~Please call Ms. Rachel at 218-741-9201 if you are planning to come to the building or when you arrive; we will be limiting all traffic in the building

~Parent communication will be through email or phone calls as much as possible

Please see our [district calendar](#) on the school website for other dates that may be important for you to know.

On the [website](#) please find:

“Returning to Learning” Plan

Free/Reduced Lunch Forms

Enrollment Forms

District Calendar

*Remember that if your child is coming into school late, please call before 9 am to have lunch ordered for the day.

Questions about transportation... Please contact your child's home district.

Recommended Supplies: Please look for information from the ALC team... Coming soon.

We look forward to meeting you and your child at the Virtual Open House or on the first day of school.

Thank you and let's have an AMAZING year!

Appendix D



Independent School District 6076
1201 13th Avenue South Virginia, MN 55792
Phone (218) 741-9201 or 1-800-450-4772
Fax (218) 741-5178

Brian Yuretich
Executive Director

Hanna Rodenbaugh
Assistant Director

Student COVID Testing at the NLC

COVID testing is available for students in grades 6 and up.

All Testing must be completed THE DAY the test is RETURNED to school.

Dates to tests MUST be returned to school:

May 18, 19 or 20

June 1, 2 or 3

Option 1:

Log in to the [Vault website](https://learn.vaulthealth.com/state-of-minnesota/) and order an "at home" kit.

<https://learn.vaulthealth.com/state-of-minnesota/>

Send the kit back in the package that they include with the kit.

Option 2:

Log in to the [Vault website](https://learn.vaulthealth.com/state-of-minnesota/) and order an "at home" kit.

<https://learn.vaulthealth.com/state-of-minnesota/>

Bring the test tube, in a ziploc bag, to school on the dates above to be sent in with the group from the school.

Option 3:

Call the school to have a "Zoom kit" sent home with your student.

Bring the test tube, in a ziploc bag, to school on the dates above to be sent in with the group from the school.

Option 4:

Call the school to have a "Zoom kit" scheduled testing session on the dates above.

If you have any questions, please call your building Assistant Director:

BTI: Christi
218-471-1057

James Madison Building: Hanna
218-471-1049

