

Cochrane – Fountain City School District
Ready to Learn 2020-2021

Updated December 16, 2020



The Cochrane- Fountain City School District is dedicated to providing the safest possible environment for all students and staff. While we are following national, state, and county COVID-19 guidelines, not every recommendation is practical in a small rural school setting. We cannot state that with this plan that we can provide a 100% safe environment. This plan is based on the concept that we can mitigate risk but not eliminate possible exposure to COVID-19. Parents will need to decide their comfort level with sending their children to school based on the safety protocols that we have established.

This plan was created with input from parents, teachers, school staff, the school nurse, Buffalo County Health & Human Services, WI Department of Public Instruction (WI DPI) & the Center for Disease Control (CDC). This is a fluid document. Administration will make changes as new guidance and circumstances arise.

You can help mitigate the risk of a COVID-19 outbreak. Your activities outside of school may affect our ability to have school in person. We urge everyone to take appropriate safety precautions as we work through this pandemic together.




Table of Contents

Instructional Options	2
Options for Families	3
C-FC Instructional Models	4
C-FC Instructional Models by Grade Level	5
Determining the C-FC Instructional Model	6
When do we close school?	6
Examples	6
Inclement Weather	7
Activities Guidelines	8
High Quality Instruction for all Students	9
C-FC Instructional Model and Remote School Option	9
C-FC Virtual School Option	9
Health Measures	10
At Home	10
At School	11
Safety Measures	11
At Home	12
At School	12
Social and Emotional Health of Students and Staff	Error! Bookmark not defined.
Counseling	15
Assistance	15
Staff	15
Resources	16

Instructional Options

This is a fluid document. Administration will make changes as new guidance and circumstances arise.

The Cochrane-Fountain City School District will be consulting with Buffalo County Health and Human Services to help determine the instructional model. The instructional model will be updated weekly on Friday. Changes will take effect the following Monday. Changes in the instructional model will be communicated to families via Infinite Campus email and messaging, the District web page.

Options for Families		
C-FC Instructional Model		A combination of in-person, hybrid, and remote as determined weekly by C-FC and Buffalo County Health and Human Services. In this model, students must follow the learning model determined by C-FC (for example, a student cannot opt to be remote one day and then in-person the next, etc.)
100% Remote Learning K-12		100% synchronous remote learning live streamed from C-FC classrooms. Students follow the same daily schedule and attendance requirements as their on-campus classmates. This is a minimum of a 1 month initial commitment. After the first month, families can change to the bleC-FC Instructional Choice with a 1-week notice given to the school office.
C-FC Virtual School 1-12		A 100% virtual option is available to students. Learning is asynchronous and students work at their own pace but must finish coursework within the semester. Teachers are licensed in WI but instruction is not delivered by C-FC teachers. Entry into and exiting from the C-FC Virtual School can only occur at the beginning or end of a semester. The deadline to sign up for this option for 2nd semester is January 8, 2021



In Person Learning






Remote Learning

Ready to Learn

C-FC Instructional Models		
In-Person with Limits	Hybrid Combination of Remote Learning and In-Person with Limits	Remote Learning
<p>Students attend class in C-FC classrooms with active monitoring of students, visitors and staff. Physical distancing of 6’ and face masks required for students in grades K-12, visitors and staff. Meals, assemblies and field trips with social distancing. Extracurricular activities follow activity guidance. Minimal, essential visitors only. School limitations for recess and locker management.</p> <p>Elementary: Class sizes no larger than 18; no interactions between classes. Class size to allow for 6’ distancing between all students. Meals consumed in classrooms.</p> <p>Secondary: Class size to allow for 6’ distancing required between all students. Limit intermingling of classes and students to the greatest extent possible.</p>	<p>Combination of In-Person with Limits and Remote Learning. Students may be assigned a cohort to attend in person 2 days per week (“A” cohort or “B” cohort) with remote learning the other 3 days per week. Wednesday is remote learning for all cohort students to allow for cleaning and disinfecting of the school between cohorts.</p>	<p>Students attend class remotely with 100% synchronous learning live streamed from C-FC classrooms. Students follow the same daily schedule as their on-campus classmates. Attendance and behavior requirements include appropriate learning environment, dress code, punctuality and involvement in class activities including communication throughout the class period with the instructor as requested. The building may be open only to facilitate distance learning. Active monitoring of on-site staff during essential functions. Masks and physical distancing for on-site staff required.</p>

Ready to Learn

C-FC Instructional Models by Grade Level C-FC may utilize a combination of the following. The choice may vary by grade level and by classroom.			
	 In-Person with Limits	 Hybrid	 Remote Learning
C-FC 3 yr old Community Ed.	Suspended for 2020-2021		
PRE-K	In person learning 4 days/week(Monday through Thursday) where the smaller class sizes allow social distancing and no interaction between classrooms. No classes Fridays.	Not available.	Remote learning
K-6	In person learning 5 days/week where the smaller class sizes allow social distancing and minimal interaction between classes.	Not available.	Remote learning
7-8	In-Person Learning 5 days/week	Students are assigned a cohort to attend in person 2 days per week (“A” or “B” cohort) with remote learning the other 3 days per week. Wednesday is remote learning for all to allow for cleaning and disinfecting of the school between cohorts.	Remote learning
9-12	In-Person Learning 5 days/week	Students are assigned a cohort to attend in person 2 days per week (“A” or “B” cohort) with remote learning the other 3 days per week. Wednesday is remote learning for all to allow for cleaning and disinfecting of the school between cohorts.	Remote learning
Students receiving special services (SPED, EL, etc.)	In-Person Learning 5 days/week	Programmatic options determined on individual basis.	Remote learning

Determining the C-FC Instructional Model

The C-FC Instructional Model may vary by classroom, grade level, or school-wide. C-FC will utilize the following factors to determine the instructional model.

- Buffalo County Health and Human Services assessment of risk
- Number of COVID cases among staff or students
- Number of staff or students quarantined due to COVID
- Grade level(s) of staff or students affected with positive cases or quarantine
- Ability to space students 6' apart throughout the school day
- Staffing

Depending on the above factors, C-FC may or may not close the building itself.

When do we close school?

The Cochrane-Fountain City School District will be consulting with Buffalo County Health and Human Services to determine COVID risk level.

Buffalo County Health and Human Services will be contacted for guidance if we have an individual who is confirmed or suspected positive for COVID-19. Depending on the exposure, in consultation with Buffalo County Health and Human Services, C-FC School District may close a classroom, a school, or the district.

Examples

The C-FC Instruction Model is also affected by the grade level(s) of staff or students affected with positive cases or who are quarantined. Keep in mind that each situation may have its own set of circumstances and these examples should not be used as definitive decisions.

Scenario A:

In grades PK-6, the student's learning environment is kept to their own classroom. A student in the classroom tested positive for COVID-19. The entire classroom cohort and any teachers who were exposed (less than 6 ft for 15 minutes or longer) to the infected student will be sent home to quarantine for 14 days. The class will continue to run remotely. Students not in the same classroom cohort but who rode the same bus and were exposed, will also be quarantined for 14 days and attend class remotely.

Ready to Learn

12-16-2020

Scenario B:

In grades 9-12, students are divided into A and B cohorts. A student in the B cohort tested positive for COVID-19. The school will engage in contact tracing to determine other individuals who may have been exposed. Those individuals will be sent home to quarantine for 14 days. Individuals quarantined will engage in learning remotely.

Scenario C:

A 3rd grade student was exposed, outside of school, to a person with COVID-19. That student should quarantine for 14 days. That student will engage in remote learning.

Additional examples:

- COVID positive in PK-2 would result in that classroom remote for the required quarantine time based on possible exposure
- COVID positive in grade 3-12 would result in contact tracing based on seating charts and social networking to have grade level(s), classrooms, or individual students switch to remote learning for the duration of their required quarantine period.
- A PK-12 student is quarantined due to exposure outside of school. That student would be remote for the duration of their required quarantine period.

Inclement Weather

When there is the need to close school for inclement weather (SNOW DAY), all C-FC students will engage in remote learning.

Activities Guidelines

- Activities will occur depending on the school learning instructional model and minimizing risk.
- As a parent, keep in mind that allowing your student to participate is a risk; there is a chance that if a positive case occurs within the team that the entire team would be quarantined.
- The reason behind the current C-FC Instructional Model will determine whether an activity is allowed to continue. For example, if school is remote due to staffing shortages, school activities may be able to continue. If school is remote due to an increase in positive COVID cases among students, school activities may be cancelled. Note that these are not inclusive of all examples or possibilities and the final decision will be situational.
- WIAA guidelines as well as local and state rules must be followed during all school-sponsored activities.
- C-FC Handbook and expectations must be followed when participating in school-sponsored activities whether home or away.

High Quality Instruction for all Students

C-FC Instructional Model and Remote School Option

To support high quality learning for all students:

- Students in grades 1 -12 will be provided with a chromebook and charger for remote learning.
- Students in kindergarten will be provided with an iPad and charger for remote learning.
- All teachers will be using Google Classroom as a classroom management platform.
- All teachers will follow the same Google Template for inputting information.
- All teachers will use Google Meet for remote learning interactions.
- Student grades will be entered into Infinite Campus within 7 dates of the coursework due date.
- Training for parents on the use of school technology resources will be provided on the District website.
- Students/ Families without home internet access will be supported on a case-by-case basis.

C-FC Virtual School Option

Students and families who are not comfortable with the ‘in-person’ or ‘remote’ learning options may choose the C-FC Virtual School option.

- The C-FC Virtual School is coordinated by the School District, but classes are not taught by C-FC staff. Teachers working with the C-FC Virtual School are licensed in Wisconsin.
- Classes are online and asynchronous. Students can log on at any time to do their course work.
- Students must complete all coursework within the semester.
- Students will be enrolled in grade level aligned, required and elective courses.
- Entry into and Exiting from the C-FC Virtual School can only occur at the beginning or end of a semester.
- Students, along with their parents/guardians, will sign an expectations contract when enrolling in the C-FC Virtual School option.

Further questions about this option should be forwarded to Mr. Williams, the C-FC school counselor.

Health Measures

The Cochrane-Fountain City School District will be following recommendations from Buffalo County Health and Human Services to determine COVID risk level. Persons with an underlying health condition or known weakened immune system are encouraged to contact their primary care provider for guidance. Health measures may change with CDC updated recommendations.

At Home

<p>Confirmed COVID-19 with symptoms</p>	<ul style="list-style-type: none"> ● To return to school: Be free of fever, productive cough, and other symptoms of respiratory infection <u>at least 1 day</u> (without use of fever-reducing medication). ● <u>In addition, at least 10 days must have passed</u> since symptoms first appeared. ● The individual should also be working in collaboration and following recommendations from local public health officials.
<p>Confirmed COVID-19 without symptoms</p>	<ul style="list-style-type: none"> ● To return to school: At least 10 days must have passed since a positive test result. ● The individual should also be working in collaboration and following recommendations from local public health officials.
<p>Exposed (less than 6ft for 15 minutes or longer) to a person positive for COVID-19 (Close Contact)</p>	<p>Option A -if no symptoms develop</p> <ul style="list-style-type: none"> ● Remain home in <u>self quarantine for at least 10 days following exposure</u>. ● Come back to school on day 11. ● Continue to monitor for symptoms for the full 14 days ● If symptoms develop, isolate and get tested. <p>Option B - if no symptoms develop</p> <ul style="list-style-type: none"> ● Have a negative test <ul style="list-style-type: none"> ○ testing on day 6 or 7 ● Come back to school on day 8 with proof of negative test results ● Continue to monitor for symptoms for the full 14 days ● If symptoms develop, isolate and get tested.

Ready to Learn

At School

<p>Students and Staff who become COVID -19 symptomatic</p>	<ul style="list-style-type: none"> ● Students will be sequestered in a designated area which will be sanitized after each use. ● Student/staff member will be sent home. ● Contact Buffalo County Health and Human Services.
<p>Positive COVID-19 cases and response</p>	<ul style="list-style-type: none"> ● Buffalo County Health and Human Services will be contacted for guidance. ● Depending on the exposure, with guidance from Buffalo County Health and Human Services, C-FC School District may close a classroom, a school, or the district. ● Communication with families as recommended by Buffalo County Health and Human Services.
<p>Exposed (less than 6ft for 15 minutes or longer) to a person positive for COVID-19 (Close Contact)</p>	<p>Option A -if no symptoms develop</p> <ul style="list-style-type: none"> ● Remain home in <u>self quarantine for at least 10 days following exposure.</u> ● Come back to school on day 11. ● Continue to monitor for symptoms for the full 14 days ● If symptoms develop, isolate and get tested. <p>Option B - if no symptoms develop</p> <ul style="list-style-type: none"> ● Have a negative test <ul style="list-style-type: none"> ○ testing on day 6 or 7 ● Come back to school on day 8 with proof of negative test results ● Continue to monitor for symptoms for the full 14 days ● If symptoms develop, isolate and get tested.

Safety Measures

The Cochrane-Fountain City School District will be following recommendations from Buffalo County Health and Human Services to determine COVID risk level. These measures are based on the concept that we can mitigate risk but not eliminate possible exposure to COVID-19.

Ready to Learn

12-16-2020

At Home

<p>Pre-Screening Students</p>	<ul style="list-style-type: none"> ● Parents/ Guardians: Screen students at home for fever/chills, cough, shortness of breath/ difficulty breathing, fatigue. Muscle/body aches. New loss of taste or smell, sore throat, congestions, runny nose, nausea, vomiting, diarrhea. ● Please use the COVID pre-screening checklist (available before school starts) ● If student is symptomatic: <ul style="list-style-type: none"> ○ Parents call health providers. ○ Students will not be allowed at school.
--------------------------------------	---

At School

<p>Hand washing & sanitizing</p>	<ul style="list-style-type: none"> ● Students and Staff will wash or sanitize their hands when entering/exiting classrooms, entering/exiting cafeteria, after using the bathroom, before/after recess, and as needed. ● Shared items will be eliminated or cleaned between use.
<p>Masks/ Face Coverings</p>	<ul style="list-style-type: none"> ● Students and Staff will wear masks/face coverings in the school buildings. ● 2 washable masks/ face coverings per student will be provided by the school. Students may bring their own masks. ● Student Education: Provide instruction in their Importance of wearing a mask/face covering and proper use and care of mask/ face covering. ● *Exception: For individuals who cannot remove their face covering without assistance and/or have significant sensory needs such as using lip reading for communication, a face shield may be an alternative. Students who have a certified medical condition that prohibits wearing a mask/face covering or wearing a mask/face covering violates a religious belief will not have to wear a mask/face covering.
<p>Parent Pick-up/Drop -off</p>	<ul style="list-style-type: none"> ● Buses only in the circle drive during morning arrival and afternoon departure. ● Parents: Follow a similar procedure as last year. To accommodate a greater volume of cars, there will be a double lane around the parking lot that will merge into one pick-up/drop-off lane. Drop-off your child anywhere along the south-west sidewalk; your child will walk on the sidewalk to their designated entry. ● Parents: Remain in their vehicles during pick-up and drop-off.
<p>Students who Drive</p>	<ul style="list-style-type: none"> ● Park in the gated lot by the football field.

Ready to Learn

12-16-2020

	<ul style="list-style-type: none"> • Enter the building at the nearest door. • Once inside, go directly to your 1st hour class.
Bus Transportation	<ul style="list-style-type: none"> • Parents: If possible, please drive students to school. • Bus Driver: Wear mask/face covering while transporting students. • Students: Wear mask/face covering*. Students will not be allowed on the bus without a mask/face covering. Extra masks will be available on the bus. • Clean and sanitize buses between routes. • When possible, ride with windows open. • Seating charts will be used. • Fill the back of the bus first and unload from the front. • To limit possible cross-contamination, families will only be allowed to choose 1-pick-up address and 1-drop off address.
Visitors	<ul style="list-style-type: none"> • Visitors may be allowed with a scheduled appointment only. • Visitors must wear a mask and may have temperature taken prior to gaining access to the school.
Attendance	<ul style="list-style-type: none"> • Attendance will be taken. • In-person learning: Attendance will be taken at the beginning of each day in the elementary school and at the beginning of each class period at the MS/HS • Remote learning: Students must join in the class, be visually attending, and be engaged with the teacher and class during the class period. • Connectivity issues: Students that are unable to connect must call the office (608-687-4391) immediately to explain and troubleshoot the issue. The office may adjust attendance based on the circumstances. Students that miss a remote class must contact their teacher within 24 hours.
Cafeteria / Meals	<ul style="list-style-type: none"> • Breakfast and lunch will be offered free to all students. • Elementary: Breakfast / Lunch in classrooms. • MS/HS: Social distancing – staggered seating in the cafeteria and/or gym. Disinfecting materials will be available for cleaning before and after use. • Do not share food. Do not bring treats for other students.

Ready to Learn

12-16-2020

<p>Recess</p>	<ul style="list-style-type: none"> • The playground has been divided into 7 areas; each classroom is assigned to a zone on a rotation to allow a combination of playground equipment and have access to green space. • Hand washing will occur before and after recess.
<p>Water Fountains</p>	<ul style="list-style-type: none"> • Water fountains are closed. Bottle filler will remain open. • Water bottles only ; The school will provide 1-20 oz water bottle for each student in grades 4K - 6th. These bottles will be collected, cleaned, and sanitized each week. Students in grades 7-12 may bring their own bottles
<p>Passing Periods</p>	<ul style="list-style-type: none"> • Students and staff will walk on the right side of the hallway. Masks are required during passing periods.
<p>Student Belongings</p>	<ul style="list-style-type: none"> • Do not bring extra toys or belongings to school. • Do not share phones, games, pens, pencils, etc. • Student items that stay in the classroom will be clearly labeled with the student’s name and kept separate from other student’s items.
<p>Picking up / dropping off a student during the school day</p>	<ul style="list-style-type: none"> • Parents/Guardians: If picking up a student for an appointment, illness, etc. use the circle drive. Call the school office upon arrival to the building and wait in your car. The office will send the student out.
<p>End of school day</p>	<ul style="list-style-type: none"> • Students will be dismissed by grade and/or classroom.
<p>Grading</p>	<ul style="list-style-type: none"> • All classes will be graded. • All coursework grades will be entered into Infinite Campus within 7 days of the due date.
<p>Field Trips</p>	<ul style="list-style-type: none"> • Field trips may be allowed on a case by case basis, depending on the “COVID” risk designation of the destination and C-FC risk status.
<p>Facility usage by outside organizations</p>	<ul style="list-style-type: none"> • Outside groups will develop a plan to mitigate health and safety risks which align with the District’s plan, including sanitizing following the event to meet District expectations. • This plan must be approved by the superintendent at least one week prior to using the building.
<p>Classrooms</p>	<ul style="list-style-type: none"> • Class sizes have been reduced to maintain 6 ft of social distance between desks/work spaces. • Common/shared classroom items are eliminated wherever possible or thoroughly cleaned between uses.

Social and Emotional Health of Students and Staff

We recognize that this is a challenging time for staff members, students, and families. There are many resources available; here are some.

Counseling

- ❖ The School Counselor will check-in with any student experiencing mental health related issues as well as anyone needing Social and Emotional Learning (SEL) support
- ❖ If you feel that your child needs additional social and emotional support, please contact the guidance counselor – Dave Williams @ 608-687-4391 x250 or email dwilliams@cfc.k12.wi.us
- ❖ Staff will serve as positive role models and offer support, normalcy, and consistency

Assistance

- ❖ **Free / Reduced price meals** - If you lost your job or have a reduction in hours you may qualify for Free/Reduced Lunch. The form may be turned in anytime during the year if your household situation changes.
- ❖ **Wisconsin Home Energy Assistance Program (WHEAP)**- WHEAP provides assistance to low income people to help assist in paying their heating and electric bills. WHEAP assistance is a one-time payment during the heating season (October 1st – May 15th). The funding provided is intended to pay for a portion of the applicants energy costs, but not intended to pay the entire energy costs of a residence. Contact information can be found here: <http://www.homeenergyplus.wi.gov/>. A link to the application is available here: <http://www.buffalocounty.com/DocumentCenter/View/1824/2019-Application-Long-Form>

Staff

- ❖ Staff have access to the Employee Assistance Program through Gundersen Health System <https://www.gundersenhealth.org/services/business-health/employee-assistance-program-eap/>

Resources

- [CDC Guidance](#)
- [CDC School Decision Tool for Reopening](#)
- [CDC Recommendations for Community-Related Exposure](#)
- [TNTP Learning Acceleration Guide](#)
- [Buffalo County Health and Human Services](#)
- [Trempealeau County Guidance for Businesses](#)
- [DPI Education Forward](#)

If you have any specific questions or concerns, please contact the C-FC administrative team

Dr. Jo-Ellen Fairbanks
Superintendent
608-687-7771 x 313
jfairbanks@cfc.k12.wi.us

Mr. Steve Stoppelmoor
Principal
608-687-4391 x 102
sstoppelmoor@cfc.k12.wi.us

Mrs. Sue McKay
Assistant Principal
608-687-4391 x 108
smckay@cfc.k12.wi.us