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To: Board of Education
From: Dr. John W. Thomsen - Superintendent of Schools
Date: Wednesday, February 8, 2023
Re: In-person Learning Plan for the 2022-2023 School Year (Approved August 10, 2022)

Note - This plan is subject to change based on new information and/or recommendations.

In-Person Learning Plan for the 2022-2023 School Year - This plan addresses the key components for Student Learning, Supporting Staff and Students, Safety, and Operations for the 2022-2023 school year. The District will continue to monitor and consider the federal (CDC) and state (DHS) guidance related to mitigation efforts for schools.

In-Person Learning Assumptions for 2022-2023

1. The District will continue 5 day a week of in-person learning for the 2022-2023 school year.
2. The District will continue with our traditional school year calendar - [LINK](#).
3. The District will limit live streaming for 2022-2023 due to the significant amount of work involved for teachers engaging in two modalities and the increased focus on collaborative in-person learning experiences for students.
4. The District will implement general mitigation practices for the 2022-2023 school year, and adjust as necessary.
5. Vaccination rates are extremely high in the village of Whitefish Bay and the North Shore.
6. Families have access to the information they need in order to make masking decisions for their student(s) and family.
7. Technology (a device) and hotspot access will be provided for those in need.

School Board Guiding Principles and Beliefs

1. In-person learning is ideal.
2. The District will remain committed to the overall safety of students, staff and families.
3. The social and emotional needs of students, staff, and families will be an important consideration in overall programming.
4. District Team Member workload needs to be considered for every change, modification or alteration to this plan.
5. District and Federal resources will be allocated and/or reallocated to fund the necessary equipment, services, and personnel in order to support students and staff.
6. The District will consider guidance from local, state, and federal health agencies.

Student Learning

The chart below outlines general information regarding in-person learning for the 2022-2023 school year. As we approach and move through the school year, adjustments may be made based upon new guidance and information related to the pandemic.

Topic	In-Person Learning for All Schools
Student Well-Being	<p>Caring School Community (Elementary), Circles of Power and Respect (Middle) and Sources of Strength (High) will continue as our identified school-wide social and emotional learning resources.</p> <p>A mental health/social emotional/academic school level referral pathway through the Multi-Tiered Systems of Support (MTSS) will continue to occur. This occurs through weekly meetings to facilitate the identification, intervention, monitoring, and follow-up for students in need.</p> <p>In addition, staff will engage in regular consultation with a community mental health provider to collaborate around students who may need intervention beyond the universal tier.</p>
Norms and Procedures	<p>Explicitly teach expectations, norms for collaboration, safety procedures, etc. Continuing to create a sense of an inclusive school community and shared ownership of the culture and learning environment.</p>
Masks/Face Coverings - Students, Staff & Visitors	<p>Face masks/coverings will be an option when the Milwaukee County Community level is low or medium.</p> <p>When the Milwaukee County Community level is high, the District will highly recommend mask wearing for all while indoors or while transporting students.</p>
Hand Hygiene	<p>Students will be encouraged to wash/sanitize hands on a regular basis.</p>
Learning Platform	<p>Seesaw (4K-2), Google Classroom (3-5) and Canvas (6-12) will continue to be the learning management platforms for all students when they require access to learning materials during times of absences.</p>
Supporting students when absent for COVID isolation Elementary Level	<p>If students are out and parents want to pick up learning materials, they can make that request to their student's teacher. This should be done by 11AM so materials can be available at the end of the school day. Additionally, Seesaw and Google Classroom will be updated daily with assignments for parents and students to view.</p>
Supporting students when absent for COVID isolation Middle School	<p>Staff will update the Homework Hotline daily. Regardless of absence type, students should check the Homework Hotline daily. Homework hotlines may direct students to Canvas, or other digital resources. Should a student need additional support, they should email their teacher with the question, or schedule an appointment via Zoom.</p>
Supporting students when absent for COVID isolation	<p>Live streaming will be available for the courses and lessons in which there is a value-add for student learning. This will vary by the day and lesson design for each class. Art, music and physical education etc. will rarely live stream given the hands-on, project-based nature of these courses and the individualized nature of supervision and</p>

High School	feedback required of the instructor. Other courses will vary by day and lesson design. Similar to last year, live stream will be available within 24 hours of isolation notification. More information regarding this process will be communicated to High School students and families.
State and District Testing Format	We will be following the District's Assessment Schedule .
Cleaning / Disinfection Plan and Frequency	Hard surface disinfecting wipes available to wipe down desks as desired. During the school day, custodial cleaning and disinfection will be prioritized to address high touch areas in common spaces such as entrances, stairwells, and restrooms. Second shift cleaning and disinfection will be prioritized as outlined here . Additional cleaning established for special education rooms where some students are unmasked and/or need more personal care.
Technology Checkout	Those requiring a technology device or hotspot can check these out at the LMC.
Isolation Space	Will continue and be used as needed.
Assemblies - Programs and All-School Celebrations	Masks will be optional for visitors to the school for indoor or outdoor events.
Orchestra, Band & Choir	Masks will remain optional for all students in these programs. Bell covers will be used as well.
Lunch	Normal - Adjustments as deemed appropriate.
Recess	
Encore	
Field Trips/Transportation	
Classroom Layout	
Visitors / Volunteers	
Drinking Fountains	
Traffic Flow	

Supporting Staff and Students

Whole child development continues to be a priority for our students. As previously reported, the Board of Education approved Social Emotional Learning (SEL)/Mental Health recommendations. To that end, building and District teams continue to plan around implementation for the 2022-2023 school year.

Topic	In-Person Learning for All Schools
Maximize Psychological Safety & Well-Being	We will be systematically promoting a focus on building relationships, fostering students' sense of community, and teaching skills direction through the implementation of identified frameworks will be paramount entering into the 2022-23 school year. An equitable environment where students feel heard, known, safe, cared for, where they can engage in meaningful connections with others of varying backgrounds, understand different perspectives, and engage in authentic empathy are essential SEL and mental health components.
Assess & Address Needs - Comprehensive System of Support	We will continue to facilitate a mental health/social emotional/academic functioning school level referral pathway through the Multi-Tiered Systems of Supports (MTSS). Our MTSS encompasses an adaptive and tiered support system that leverages student assets. This will occur through weekly data/problem-solving teams meetings. This system will foster the identification, intervention, monitoring, and follow-up for students in need.
Interventions	<p>Students identified in need of interventions in the areas of reading, writing, math, social/emotional/behavior will be able to receive such services through use of our traditional identified interventions, and/or in-person small group or individual instruction.</p> <p>Building based Problem Solving Support Teams (PSSST) will define the interventions targeted to meet the individualized needs of students and will be selected from a list of the approved interventions. Progress monitoring will be ongoing to determine the efficacy and fidelity of the interventions.</p>
Supporting Staff to Support Students	Professional learning in collaboration with community-based mental health partners (e.g., trauma informed equitable practices, mental health literacy, SEL framework learning/consultation) will further support staff and the students they serve. Continuing to enhance cultural competence and practices within our school community through opportunities to reflect on our own identities and bias, build in time to develop and maintain meaningful relationships with students, and teach to and through the strengths of students will ensue.
Parent/Guardian Support	Ongoing parent/guardian partnerships will continue to be a critical focus. Two-way communication to leverage critical insights from the community will be used to maximize student success. Through ongoing solicitation of feedback and collaboration, we will continue to learn about perspectives, emerging needs, facilitate participation in decision making, and make corresponding changes to improve student experiences and outcomes. The District will continue to offer support to families in the form of resources, tools, and strategies. This includes, but is not limited to areas such as, technology, mental health literacy, SEL, and safety.




Safety

The chart below outlines general information regarding Safety for the 2022-2023 school year. As we approach and move through the school year, adjustments may be made based upon new guidance and information related to the pandemic. We will continue to work toward maintaining healthy operations and reinforcing a culture of health, safety, and shared responsibility. This Safety section will include information about our plan to provide safe and healthy spaces, activities, and how we plan to maintain a healthy environment for all.

Topic	In-Person Learning for All Schools
Physical Distancing	Physical distancing will be normal and will be maximized to the extent possible during regular indoor school schedules, events, and activities when the Milwaukee County Community level is High.
Face Mask/Covering	Face Mask/Coverings will be an option when the Milwaukee County Community level is Low or Medium. When the Milwaukee County Community level is High, the District will highly recommend mask wearing while indoors and while transporting students.
Mitigation	<ul style="list-style-type: none"> ● HVAC run times that provide air exchanges both pre- and post-occupancy. ● Prioritization of outdoor air vs. recirculated air through HVAC where possible. ● MERV 13 filters installed and replaced regularly in HVAC units. ● Periodic monitoring of CO2 measurements in spaces to confirm systems are operating properly. ● Daily cleaning and disinfection. ● Use of electrostatic disinfection equipment. ● Hand sanitizer stations located throughout the schools. ● Hard surface disinfecting wipes available to wipe down desks as desired.
Heating, Ventilation, and Air Conditioning (HVAC) Systems	<p>All HVAC systems were designed to <i>meet or exceed</i> American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards.</p> <p>Our ventilation systems will continue to be monitored and adjusted to increase the amount of outside air introduced into our schools where possible. All air handling units and unit vents in our schools will have MERV 13 filters installed and replaced regularly.</p> <p>Periodic monitoring of CO2 measurements in spaces will also continue, to confirm systems are operating properly. Any spaces that have CO2 measurements above recommended levels will continue to be followed up on. Equipment maintenance and operation will be reviewed, increasing outside air intake where possible, or opening windows where needed. HEPA air cleaners may be added in areas to improve air exchange, if determined they are needed.</p>
Cleaning and Disinfection	We continue to clean and disinfect all space types, such as classrooms, entrances, restrooms, hallways, and stairwells. Buildings and Grounds/Custodial staff will be focusing on their regular cleaning practices, with extra emphasis on disinfecting frequently touched surfaces such as door handles, pushes, pulls, light switches, hand railings, desks, tables, faucet handles, and dispenser touch points.

Safety Protocol Walkthroughs	The District continues to prioritize safety. The formal safety walk-through checklists that were previously in place will be discontinued in the 2022-23 school year. Instead, ongoing observations of all spaces and general mitigation behaviors will occur as normal, with staff members committed to reporting any potential concerns to the appropriate administrator.
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COVID-19 Mask, Quarantine, Isolation Guidelines - [In-Person Learning Plan](#) will continue.

Milwaukee County Community Level	LOW	MEDIUM	HIGH
	Masks are optional to be worn by all adults and students.		If the Community Level is high , masks are strongly recommended to be worn by all across the District.
	Optional quarantine for all close contacts if asymptomatic.		
	Individuals who are symptomatic or have a positive COVID-19 test will isolate, per District protocols in the In-Person Learning Plan . Positive COVID-19 test results include a positive PCR test, antigen test, or home test (a 3rd party test required for staff).		

The Milwaukee County Community Level will be tracked each Friday, and the School Positivity Rate will be tracked M, W, and F as long as this data remains available.

If the Milwaukee County Community Level is **HIGH** on a Friday, then masks will be **strongly recommended by all in the District** beginning the following Monday. The Community Level will be evaluated weekly on Fridays.

Mask requirement exceptions are found in **Addendum A** at the end of this document.

Operations

The chart below outlines general information regarding Operations for the 2022-2023 school year. As we approach and move through the school year, adjustments may be made based upon new guidance and information related to the pandemic. We will continue to work toward maintaining healthy operations and reinforcing a culture of health, safety, and shared responsibility. This Operations section will include information about action steps related to specific situations that will occur during the pandemic.

Topic	In-Person Learning for All Schools
COVID-19 Safety and District Communications	The District will continue to maintain the updated COVID-19 District dashboard and other key communications for the 2022-2023 school year - LINK .
COVID-19 Symptoms & Cases	<p>If a student is sent home with 2 or more COVID-19 Symptoms: A family can choose to test or quarantine the child. A negative home test or a PCR or rapid test from a health facility is required to return to school. The child can remain in a 5 day quarantine if preferred and return when they are asymptomatic.</p> <p>If a staff member leaves work with 2 or more COVID-19 Symptoms: Staff members can use sick time, if available. A negative home test, PCR or rapid test from a health facility is required to return to work.</p> <p>If a student or staff member tests positive: They must isolate for 5 days after the start of symptoms or 5 days after the positive test if asymptomatic. They cannot return to school/work for at least 5 days; they can only then return if they are asymptomatic.</p> <p>Symptomatic or sick students at school will immediately report to the school health room to be screened or to check out of school. Students and families have ten days of excused attendance per state compulsory attendance statute.</p> <p>Counting Isolation and Quarantine Days: The date someone displays symptoms or has a positive test is “Day Zero.” That person can return to school/work on Day 6, only if they are asymptomatic. If that person returns to school/work before Day 6, they will be sent back home until Day 6. If you have any questions relative to the return date, please call the District COVID-19 Hotline or HR Office for employees.</p> <p>Students accessing Course Materials During Quarantine Absences: Seesaw (4K-2), Google Classroom (3-5) and Canvas (6-12) will continue to be the learning management platforms for all students when they require access to learning materials during times of absences.</p>
COVID-19 Testing	<p>Testing Options:</p> <ul style="list-style-type: none"> ● District Testing: The District will continue to provide free COVID-19 testing to our school community. More information can be found online. ● Third-Party Testing Options are included on the North Shore Health Department website and are often available through a healthcare provider. ● At-Home Tests: The District will accept test results from rapid at-home tests.

	<p>If your student is symptomatic and has a negative result from an at-home test, it is recommended that the student not return to school until the student is tested by a third-party with a negative test result.</p> <p>If your student has a positive at-home test result, they will need to follow the guidance provided above.</p>
<p>Reporting Test Results</p>	<p>When you receive positive or negative test results report those results to the District COVID-19 Hotline at 414-963-3863 or covid@wfbschools.com. Staff members, please report to the HR Office at hr@wfbschools.com.</p>
<p>Contact Tracing, Close Contacts & Household Contacts</p>	<p>What is Contact Tracing? Contact tracing is used by health departments to prevent the spread of infectious disease. In general, contact tracing involves identifying people who have an infectious disease (cases) and their contacts (people who may have been exposed) and working with them to interrupt disease transmission. For COVID-19, this includes asking cases to isolate and close contacts to quarantine at home.</p> <p>What does it mean to be a Close Contact? A close contact is any individual within 3 feet of a case for >15 minutes total. Individuals within 3-6 feet may or may not be a close contact depending on whether both were masked and school prevention measures were in place.</p> <p>Unvaccinated People Deemed a Close Contact:</p> <ul style="list-style-type: none"> ● If your student or a staff member has been a close contact and is unvaccinated, you will be notified by phone. Quarantine will be optional, for unvaccinated close contacts who are asymptomatic. The purpose of quarantine is to avoid potentially impacting the health of those around your student. If asymptomatic, your student or a staff member can return to school immediately. ● Monitor for symptoms- Symptoms of COVID-19. If symptoms develop, get tested. ● When your student or a staff member returns to school, it is recommended that they wear a well-fitting mask, monitor for symptoms closely, and begin isolation if they experience symptoms. In accordance with the CDC guidelines, it is best practice to be tested for COVID-19 at Day 5 after exposure; however, this is not required at this time. If your student or a staff member develops symptoms, notify your healthcare provider and stay home. Additionally, be sure to get them tested for COVID-19 and stay home until the test results are received. Your student or a staff member may return sooner if they receive a negative test. ● If your child or a staff member is asymptomatic but chooses to get tested for COVID-19, they do not need to quarantine while awaiting test results. <p>Fully Vaccinated People Deemed a Close Contact:</p> <ul style="list-style-type: none"> ● Students and staff members must have both original COVID-19 shots (or one shot of the J&J vaccine), and have waited two weeks after their last shot, in order to be considered fully vaccinated. Booster shots are also strongly encouraged for those who are eligible. ● If your student is fully vaccinated, you will not receive a phone call if your student has been a close contact to someone who has tested positive for COVID-19. Your student does not need to quarantine and can continue to attend school as long as they are asymptomatic. ● Staff will be contacted via email by the HR Office if they are deemed a close contact. ● As always, please continue to monitor for any symptoms of COVID-19

	<p>daily. Your student/staff member may attend school as long as they remain symptom-free.</p> <ul style="list-style-type: none"> ● If your student/staff member develops symptoms notify your healthcare provider and stay home. Get them tested for COVID-19 and stay home until the test results are received. They may return sooner if they receive a negative test. <p>If a member of your household has a positive COVID-19 test and your student is unvaccinated, it is strongly recommended that your student closely monitor for symptoms, get tested, and wear a well-fitting mask for 5 days beyond their last exposure to their positive household member. Your student should only attend school if they are asymptomatic.</p>
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Addendum A

There may be a time in which the District will require Masks or Face Covering. If and when face masks or coverings are required the following defines Face Masks/Coverings and related procedures.

Face Masks/Coverings are defined as a protective face mask/covering, covering the nose and mouth, including cloth face coverings, 3-layer paper-synthetic blend disposable masks, surgical masks or a religious face covering.

Neck gaiters, bandanas, single-layer paper masks, and masks with valves are not acceptable for indoor use.

1. Paper face masks acceptable for use should be disposable, 3-layer masks and considered for single use only.
2. Voluntary use of N95 respirators (valveless) during the COVID-19 pandemic will be allowed (not provided by the District). If an employee chooses to provide and wear their own N95 mask, they should be aware of the following:
 - N95 masks work to their specified filtration rate when properly fitted through fit testing.
 - Individuals should consult their healthcare provider before wearing an N95 respirator to consider possible risk.

Face Shields can be used in conjunction with a face covering.

The information below defines the parameters when Face Masks/Coverings are required.

When Face Masks/Covering are required, they must be used while on District Grounds or engaged in other school-sponsored activities-as defined below:

1. Outside - A face mask/covering is optional for all when outdoors.
2. Inside - Face masks/coverings are required by all as indicated above while in all District facilities, unless an exception is defined in this policy.
3. Eating or Drinking - Face masks/coverings are not required when eating or drinking.

Situation specific exceptions to the face masks/coverings requirement include:

1. When working alone in a personal office or other non-shared space;
2. Where hazards exist that create a greater risk by wearing a face mask/covering (such as a science lab, gymnastics performance, high physical exertion or in hot temperatures - other appropriate protective measures will be taken);

3. Where the individual's work or school responsibilities prevent wearing of face mask/covering (for example where a face mask/covering would adversely affect instruction - other appropriate protective measures will be taken).
4. While a single individual is giving a media, educational, artistic, cultural, musical, or theatrical presentation for an audience, the single speaker may remove the face covering when actively speaking. While the face covering is removed, the speaker must remain at least 6 feet away from all other individuals at all times.
5. Face masks/coverings will be optional for students in grades 6-12 during indoor school sponsored athletic competitions in accordance with the Winter 2021-2022 Guidelines.
6. Athletic teams grades 6-12 will follow the face mask/covering policy/practices of the districts/schools at which they compete.

For students involved in athletics, it is highly recommended that students engage in weekly testing and will need to isolate or quarantine as required in the In-Person Learning Plan should they test positive or be identified as a close contact.

Additional Exceptions - Exceptions to the face masks/coverings are reviewed in a variety of ways. Decisions around exceptions can be made by IEP teams, 504 teams, pupil services team members and principals. The District Nurse or School Principal will provide a written acknowledgement of the requests and the approval. These additional exceptions include other circumstances where the use of face masks/coverings may be limited, or alternatives to cloth face coverings (such as clear masks, face shields, or wind instrument covers) may be appropriate:

1. Where an individual's health condition prevents the wearing of a face covering.
2. Other medical considerations, such as autism spectrum disorder or respiratory conditions.
3. Hearing Impaired Students and Teachers.
4. Students with an IEP or 504 Plan.
5. Persons who fall into the Centers for Disease Control and Prevention Guidelines for those who should not wear face mask/covering due to a medical condition, mental health condition, intellectual or developmental disabilities, other sensory sensitivities that prevent the individual from wearing a face covering, or for whom no other accommodation can be offered under the Americans With Disabilities Act.
6. Persons who have upper respiratory chronic conditions, trouble breathing, silent or invisible disabilities, or are communicating with an individual who is deaf or hard of hearing where effective communication cannot be achieved through other means.
7. Persons whose religious beliefs prevent them from wearing a face mask/covering.
8. Others as deemed appropriate by the District Nurse.

In any of the above mask-wearing exceptions all other risk mitigation strategies, including regular hand hygiene and physical distancing, should be promoted to the highest level possible by supervising personnel.

The District will follow the guidelines as established by the WIAA for high school athletics.

In all cases where a face mask/covering cannot be worn and physical distancing cannot be maintained, alternative methods in consultation with the District Nurse must be developed and utilized to limit potential transmission of COVID-19.

Written authorization for not wearing a face mask/covering is not required for individuals who are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance.

The District will provide face mask/covering consistent with these policy conditions and requirements, for students, staff and visitors upon request.

Workplace accommodations for additional PPE may be requested through the District's Department of

Human Resources.

In short term situations, and in consultation with the North Shore Health Department, the District Administrator has the authority to implement Face Masks/Covering as deemed appropriate should there be a COVID-19 related outbreak at one or all schools until the Board meets to re-approve that policy or another corresponding policy.