



Advancing Our Vision: MTSD Operating Plan

Version 2
10/2021



The Launchpad to Success 

Into the
2021-2022
School Year

Advancing Our Vision: MTSD Operations for the 2021-2022 School Year

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Some contents of this plan will continue to evolve as new information is made available and we continue to gather relevant internal and external data. Please visit <https://www.mtsd.k12.wi.us/district/2021-2022>, for the most up to date information.

Updates from Version 1

Vaccination

Fully-Vaccinated & Close Contacts

Individuals who are fully-vaccinated and determined to be in close contact with a positive case of COVID-19 do not need to quarantine. However, they are expected to get tested 3-5 days after exposure (even if non-symptomatic), wear a face covering indoors for 14 days after exposure, and continue monitoring for symptoms, per [updated CDC guidance](#) provided on 9/29/21.

Student Guidelines

Learning Resources During Quarantine

If your student develops a non-COVID-19-related illness and is unable to attend school, your student's classroom teacher will provide virtual learning resources via Canvas for days school is in session. If the non-COVID-19 related absence lasts more than 24 hours, [these virtual learning guidelines will be followed](#). These virtual learning guidelines have been updated to indicate that a Zoom link will be provided to students who:

- Are quarantined as a close contact
- Are not a close contact but choosing to quarantine after COVID-19 exposure
- Are out sick for more than 24 hours with a non-COVID-19-related illness
- Are awaiting a pending COVID-19 test result

Testing Expectations

Awaiting a COVID-19 Test Result

When a student is testing for COVID-19 or has tested and is awaiting results, that student must stay home, regardless of symptoms, until the results are provided to the school district's health services team. (*If you regularly test your child for COVID-19 out of precaution, please notify your child's school health team member.*) When a staff member is testing for COVID-19 or has tested and is awaiting results, the staff member must stay home *if they are experiencing any type of symptoms*, until the results are provided to the school district's health services team. If the staff member awaiting a pending test result is *not experiencing any symptoms*, they should continue to come to work.

Pending Household Tests

Individuals should not attend school if a member of their household has tested for COVID-19 and is awaiting results, unless the individual is fully-vaccinated, not experiencing symptoms (including allergy-like symptoms), and is wearing a face covering while at school.

On-Site Testing

On September 8, MTSD registered for the optional on-site COVID-19 testing program for the 2021-2022 school year. The decision to offer on-site testing for those who are interested was made after learning of an increase in demand at local testing locations, limiting the ability for some families and staff members to access testing in a timely manner. While we hope to have access to on-site testing soon, it is not yet available.

Instructional Learning Environments

On Campus Instruction for All Students

On campus instruction with full access to all classrooms and educators throughout our buildings will be the primary method of instruction for the 2021-2022 school year. As we continue to receive guidance from the Washington Ozaukee Public Health Department in monitoring the transmission level of COVID-19 in our community, a variety of layered mitigation strategies will be implemented as risk varies.

Non-MTSD Virtual Learning Option

During the 2021-2022 school year, the Mequon-Thiensville School District will work with families that require Homebound Instruction to access a virtual learning experience. Families who are pre-approved for virtual learning through the [Homebound Instruction application process](#) will then be contacted by the Assistant Superintendent of Educational Services to complete the next steps in the virtual learning process.

Operating Safe & Healthy Learning Environments

Maintaining safe and healthy educational environments for our students and staff members is of the utmost importance to us and we have established protocols and procedures for the prevention of, preparedness for, and response to emergency health situations. The district uses a variety of both ongoing and targeted mitigation strategies in our management of communicable diseases. Specifically, the District will use the MTSD COVID-19 Mitigation Levels to guide our response to the ongoing COVID-19 pandemic. Additionally, the internal and external considerations below will be tracked and monitored regularly. Together, these methods will inform our COVID-19 response and guide decisions made regarding mitigation strategies.

- Internal Considerations: Availability of students and staff members
- External Decision-Making Factors: Community transmission levels and local weather

The [MTSD COVID-19 Metrics Dashboard](#) will be maintained on the District's public website and include data associated with availability of students. Community transmission data can be viewed through the [Washington Ozaukee Public Health Department's public dashboard](#).

Internal Considerations

Percentage of Students Available

Student absence rates will be tracked each day. This includes monitoring data across and within schools, grade levels, and individual classrooms. When a school building has a significant number of students unavailable for on campus learning, the quality of instruction is affected.

Percentage of Staff Available

Staff absence rates will be tracked each day. This includes monitoring data across and within schools, grade levels, and individual classrooms. During an active pandemic, we anticipate a greater likelihood of absences by our regular employees along with the potential for more limited availability of substitute staff members.

External Considerations

Community Transmission of COVID-19

Local public health officials monitor community transmission (COVID-19 community transmission level in the past 7 days, by county, on a scale of 0-100) and local vaccine coverage to determine what prevention strategies should be considered to protect school environments from COVID-19.

Local Weather

The temperature within our classrooms in uncooled school buildings measures approximately four degrees above the outside temperature. Heat and humidity can increase the chance of an individual overheating, or experiencing heat-related illnesses. With the use of face coverings to mitigate the spread of COVID-19, high temperatures, combined with humidity could result in a compromised or wet face covering, reducing its effectiveness and potentially inhibiting one's breathing.

District administration will use the National Weather Service (NWS) Heat Index to monitor conditions and determine if a shift to distance learning is necessary based on outside temperatures. A heat index within the NWS designated *danger* zone would result in an emergency shift to distance learning. The district will consider the outside temperature plus four degrees (expected indoor temperature) in the decision-making process.

Mitigation Strategies

With guidance provided by the Washington Ozaukee Public Health Department, MTSD school officials have formalized COVID-19 Mitigation Levels, which include strategies for managing COVID-19 in our schools based on community transmission level.

The following strategies are part of local health guidance and ongoing District provisions that maximize prevention and protection against communicable diseases within our school environments regardless of pandemic status.

Cleaning & Maintaining Healthy Facilities

MTSD will continue to ensure that adequate cleaning routines are implemented to support healthy hygiene and proper cleaning and disinfecting practices. Buildings are cleaned daily with focus on frequently-touched surfaces.

High-Quality Ventilation

Each MTSD school building is equipped with a state-of-the-art HVAC system that continually monitors outside air temperature and adjusts the fresh air intake accordingly. The district maintains at least 10% fresh air coming into our systems at all times. At least 10% and up to 100% of the air supplied to each classroom is fresh air. Additionally, all classrooms across the district will be equipped with UV room circulators.

Handwashing & Respiratory Etiquette

Handwashing is one of the most effective infection control interventions and an important mitigation strategy for students and staff to implement. All individuals should practice proper respiratory etiquette and cover their coughs or sneezes with a tissue or use an elbow.

Additionally, the MTSD will implement the following strategies specific to COVID-19 transmission throughout the 2021-22 school year to promote healthy school environments.

Physical Distancing in School Environments

Classrooms and school environments will be arranged in more traditional configurations while maximizing physical distancing to the greatest extent possible. Seating arrangements will continue to support high-quality instructional practices and include opportunities for small group learning and collaboration.

Isolating Positive Cases

Isolation as recommended by the local health department is required for individuals who test positive for COVID-19. Learning resources will be assigned for students while out of the classroom.

Schoolwide Communication

When an individual tests positive for COVID-19, a schoolwide notification will be sent to all families and staff members in the affected building and close contacts will be notified.

Diagnostic Testing

When a student or staff member is presenting symptoms associated with COVID-19, school health officials will recommend diagnostic testing.

Access to COVID-19 Vaccination

MTSD will inform families and staff members of local vaccination opportunities, when available.

Intermittent Closures

Intermittent program, classroom, grade level, or school closures may be considered to halt the spread of COVID-19. Closures will be considered when the percentage of available students and staff necessitate a temporary transition to distance learning.

If there is an increase of positive cases identified within a specific school building or program and out of alignment with the current community transmission level, individualized consideration will be taken in determining next steps for increasing targeted mitigation strategies or possible classroom or program closure.

In addition to the mitigation measures outlined above, the MTSD will work with local public health officials to assess the risk associated with COVID-19 in our community and implement the strategies outlined in the MTSD COVID-19 Mitigation Levels below, along with any other relevant requirements.

MTSD COVID-19 Mitigation Levels

MTSD COVID-19 prevention and mitigation strategies are consistent with the most recent Washington Ozaukee Public Health Department (WOPHD) guidance ([August 18, 2021](#)) on safely operating schools. The MTSD will implement the following layered mitigation strategies in conjunction with the WOPHD's level of risk for COVID-19 community transmission in Ozaukee County. The scale of Community Transmission (Burden) refers to the total number of cases per 100,000 residents confirmed in the past 7 days. (<https://www.washozwi.gov/>)

| LEVEL OF COMMUNITY TRANSMISSION | LAYERED MITIGATION STRATEGIES |
|---|---|
| LOW/MODERATE RISK (0-49) | <p>Face Coverings Optional <i>The spread of COVID-19 can be reduced when face coverings are used along with other preventive measures. When transmission levels are low in Ozaukee County, the use of face coverings is optional.</i></p> <p>Important Notice: A current CDC order requires that all students participating in school transportation services wear a face covering while riding the bus.</p> <p>Contact Tracing and Communication of Close Contacts* <i>When an individual tests positive for COVID-19, close contacts will be identified through contact tracing and families and staff members will be notified. Quarantine is <u>optional</u> for students determined to be a close contact.</i></p> |
| SUBSTANTIAL RISK (50-99) | <p>Face Coverings Optional <i>Face coverings are optional, and recommended, indoors for all individuals in the school environment.</i></p> <p>Contact Tracing, Communication of Close Contacts*, Quarantine** <i>When an individual tests positive for COVID-19, close contacts will be identified through contact tracing and families and staff members will be notified. Quarantine is <u>required</u> for individuals determined to be within 3 feet of a positive case, unless an individual was wearing a face covering.</i></p> |
| HIGH RISK (100-349) | <p>Face Coverings <i>Face coverings are required in locations where the COVID-19 vaccine has not been available to all students and staff for at least six weeks (Grades 4K-6). In addition, face coverings are optional, and recommended indoors for all individuals in the Grades 7-12 school environment.</i></p> <p>Contact Tracing, Communication of Close Contacts*, Quarantine** <i>When an individual tests positive for COVID-19, close contacts will be identified through contact tracing and families and staff members will be notified. Quarantine is <u>required</u> for individuals determined to be within 3 feet of a positive case regardless of whether individuals are wearing face coverings.</i></p> |
| VERY HIGH RISK (≥ 350) | <p>Face Coverings <i>Face coverings are required indoors for all individuals in the school environment regardless of vaccination status.</i></p> <p>Contact Tracing, Communication of Close Contacts*, Quarantine**</p> |

**A close contact is defined as an individual who was indoors, within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period.*

***Individuals who are fully vaccinated, or previously diagnosed with COVID-19 within the last 3 months, do not need to quarantine unless they develop symptoms.*

Communication

MTSD will monitor WOPHD community transmission data when it is updated weekly. When the data necessitates a shift in mitigation levels, the district will send out an email message to all families promptly. If the data necessitates a shift to a higher mitigation level, the new level will be implemented immediately on the following Monday. If the data necessitates a shift to a lower mitigation level, the new mitigation level will be implemented 14 days from the following Monday to ensure that community transmission continues to trend consistently in the lower mitigation level range.

Vaccination

Individuals Ages 12 and Older

All Wisconsin residents aged 12 and older are currently eligible for the COVID-19 vaccine. Once a student has completed both of their vaccinations, please send a picture of their completed vaccination card to the school nurse or health aide at the students' school. This information will be used by the school nurse and health aides to inform any necessary quarantine requirements. Per CDC guidelines, an individual will not have full immunity to avoid being deemed a close contact to a positive case of COVID-19 until 14 days after their final vaccine dose. Please note, individuals can still develop COVID-19 symptoms or test positive even after being fully vaccinated. In the event that they begin to show symptoms, including allergy-like symptoms when in the HIGH/VERY HIGH risk levels, they will be advised to stay home from school and work.

Based on guidance provided by public health officials, any individual who receives the COVID-19 vaccine will still be required to practice the mitigation practices and procedures expected in MTSD.

Fully-Vaccinated & Close Contacts

Individuals who are fully-vaccinated and determined to be in close contact with a positive case of COVID-19 do not need to quarantine. However, they are expected adhere to the following recommendations per updated CDC guidance:

- Get tested 3–5 days after their last known exposure—even if they don't have symptoms.
- Wear a mask indoors in public for 14 days following their last exposure or until their test result is negative.
- Monitor for symptoms of COVID-19 for 14 days and get tested and isolate immediately if they develop symptoms of COVID-19.

Use of Face Coverings

The spread of COVID-19 can be reduced when face coverings are used along with other preventive measures such as frequent handwashing, physical distancing to the extent possible, cleaning and disinfecting frequently touched surfaces, and staying home when you are sick. Students and staff are expected to adhere to the face covering requirements outlined in the COVID-19 Mitigation Levels framework. The use of face coverings while outdoors is optional at all risk levels.

Individuals who participate in indoor activities outside of the school day, including district facility rentals, Mequon-Thiensville Recreation Department programming, and after-school activities, will be expected to adhere to the following face covering guidelines:

Face Covering Expectations Outside of the School Day

- Face coverings are expected indoors when children 11-years-old and younger are present (regardless of vaccination status).
- Face coverings are encouraged indoors for all individuals between the ages of 2 and 4.
- Face coverings are not required for individuals between the ages of 0 and 2.
- Face coverings are not expected if an individual is having trouble breathing while actively engaged in sports.
- Face coverings are optional outdoors.

Intermittent Classroom or Program Closures

When necessary, the District will work with public health officials to determine the least disruptive level of temporary closure or dismissal needed to halt outbreak transmission of COVID-19. The scope of the temporary closure will focus on the smallest unit affected, or partial transitions to distance learning by groups of individuals, classes, grade levels or programs. Individual building closures will be considered to maintain the option of on campus learning across the District, when necessary. School and District officials will track and continuously monitor local data to inform when a transition to an alternative instructional scenario is necessary for the health and safety of students and staff.

In the event of a classroom closure, more information and details about transitioning to distance learning will be provided by the students' classroom teacher or principal as soon as feasible after the closure is announced.

Responding to a Positive Case

When an individual tests positive for COVID-19, the following has been determined with input from the local health department.

Isolation of Positive Cases

Contact Tracing

Contact tracing helps inform responsive strategies in reducing or preventing the spread of COVID-19 through early identification, assessment, and quarantine of individuals who experience exposure. Contact tracing in MTSD involves identifying individuals who came in contact with (close contacts) a positive COVID-19 case while attending school-based activities and interrupting disease spread. Pending individuals' vaccine status and/or use of face coverings, a close contact includes anyone that had direct physical contact or was within 6 feet of the positive COVID-19 case indoors for 15 minutes in 24 hours. This includes single encounters of more than 15 minutes OR multiple encounters within a single day adding up to more than 15 minutes.

The following chart depicts how close contacts and associated quarantine assignments are determined:

Close Contact & Quarantine Determination Chart

| Exposed Individual(s) | Less than 3 ft. | 3 to 6 ft. | More than 6 feet |
|---|--|---|---------------------|
| Student <u>was</u> wearing a face covering | Close contact - no need to quarantine unless in HIGH/VERY HIGH RISK | Close contact - No need to quarantine unless symptoms develop | Not a close contact |
| Student <u>was not</u> wearing a face covering | Close contact - quarantine required if in SUBSTANTIAL or HIGH/VERY HIGH RISK | Close contact - No need to quarantine unless symptoms develop | Not a close contact |
| Adult <u>regardless</u> of face covering usage | Close contact - quarantine required if in SUBSTANTIAL, HIGH/VERY HIGH RISK | Close contact - No need to quarantine unless symptoms develop | Not a close contact |
| Individual (student or adult) is fully vaccinated | Close contact - No need to quarantine unless symptoms develop | | Not a close contact |

During contact tracing, members of our health services team will:

- Identify individuals who had close contact with a positive COVID-19 case while involved in school activities or using district bus transportation
- Notify close contacts (employees and students) of their potential exposure
- Support close contacts (employees and families) as they monitor for signs and symptoms of COVID-19
- Connect families to options for diagnostic testing
- Notify the Washington Ozaukee Public Health Department upon confirmation of all individuals deemed close contacts for guidance and to begin community contact tracing

Student Guidelines

Positive Case of or Exposure to COVID-19

When a student tests positive for COVID-19 or comes into close contact with someone that tests positive for COVID-19 he or she will be ineligible to attend school on campus and need to transition into virtual learning. Close contact will be determined based on the findings of the district's and local health department's contact tracing efforts. A student could be determined to be a close contact from multiple environments at school, including but not limited to: classroom, lunchroom, recess, school bus, or co-curricular events.

If a child is deemed a close contact and quarantine is required parents/guardians will be contacted to pick up the child from school immediately. Students will not be able to ride the bus home from school. To assist in communication, parents/guardians are asked to ensure email addresses and phone numbers are accurate in the District's student information system (Infinite Campus).

Parents/guardians will be notified via phone call. Additionally, an email from the school district will be sent indicating that a child was a close contact and include the child's return date.

The school district has implemented procedures to manage the educational environment when positive cases occur within the on campus setting, including the [assignment of virtual learning resources](#) to individuals deemed to be in close contact with a positive case. The procedures to manage such situations have been designed to ensure school facilities can remain open.

[This chart](#) delineates how long students in such situations will need to participate in [virtual learning](#) before being able to access on campus instruction again. Parents/guardians should maintain contact with their child(ren)'s local healthcare provider, the District's health personnel, and the local health department. Each family and student will be guided through the quarantine and isolation process and the determined date for returning to on campus instruction.

Non-COVID-19-Related Absences

If your student develops a non-COVID-19-related illness and is unable to attend school, your

student's classroom teacher will provide virtual learning resources via Canvas for days school is in session. If the non-COVID-19 related absence lasts more than 24 hours, [these virtual learning guidelines will be followed](#).

If your student is absent for reasons other than illness, including family travel or vacation, learning resources will be provided via Canvas for days school is in session. In such cases, a view-only link to synchronous classroom instruction will **not** be provided by the school.

Testing Expectations

Awaiting a Pending COVID-19 Test

Students

When a student is testing for COVID-19 or has tested and is awaiting results, that student must stay home, regardless of symptoms, until the results are provided to the school district's health services team. If you regularly test your child for COVID-19 out of precaution, please notify your child's school health team member.

Staff Members

When a staff member is testing for COVID-19 or has tested and is awaiting results, the staff member must stay home *if they are experiencing any type of symptoms*, until the results are provided to the school district's health services team. If the staff member awaiting a pending test result is *not experiencing any symptoms*, they should continue to come to work.

Pending Household Tests

Individuals should not attend school if a member of their household has tested for COVID-19 and is awaiting results, unless the individual is fully-vaccinated, not experiencing symptoms (including allergy-like symptoms), and is wearing a face covering while at school. If the household member's COVID-19 test results are positive, the individual must leave school immediately.

On-Site Testing

On September 8, MTSD registered for the optional on-site COVID-19 testing program for the 2021-2022 school year. The decision to register for on-site testing for those who are interested was made after learning of an increase in demand at local testing locations, limiting the ability for some families and staff members to access testing in a timely manner. We hope to have a designated testing site available for MTSD students and staff, facilitated by Summit Clinical Labs, up and running soon.

Household Contacts

Unvaccinated Students

If an individual within an unvaccinated student's household tests positive for COVID-19, that student should quarantine for 17-20 days from the household member's test onset date. As long as the student does not have any symptoms, they can end their quarantine after 7 days from the positive case's last day of isolation/well date with a negative test result, or 10 days from the positive case's last day of isolate/well day without a negative test result.

Fully Vaccinated Students

If an individual within a fully vaccinated student's household tests positive for COVID-19, the student does not need to quarantine, unless they develop symptoms. However, they should get tested 3-5 days after initial exposure and wear a mask in public indoor settings for 14 days, or until they receive a negative test result, per public health guidance.

Pending Household Tests

Individuals should not attend school if a member of their household has tested for COVID-19 and is awaiting results, unless the individual is fully-vaccinated, not experiencing symptoms (including allergy-like symptoms), and is wearing a face covering while at school. If the household member's COVID-19 test results are positive, the individual must leave school immediately.

Daily School Operations

Drop-Off & Pick-Up Procedures

While we will not be using the same staggered dismissal times as in the 2020-2021 school year, all of our elementary schools are now using the [PikMyKid app](#) piloted by Donges Bay Elementary School last school year.

PikMyKid connects schools, teachers, and parents with real-time tools to make dismissals safer and more efficient. It allows parents to notify the school of pick-up changes, alerts parents when your child has been picked up or sent home on the bus, as well as help organize the car line during pick-up. PikMyKid schools are able to confidently organize their dismissals with ease.

- Any person picking up a child should have the app downloaded and their phone registered.
- All cars should have PikMyKid dismissal car tags posted in the passenger side window.
- As soon as a parent vehicle enters the parking lot and it is safe to do so, the parent hits the green 'announce' button alerting staff to prepare your child for dismissal.

Visitor/Volunteer Access

Visitor and volunteer access to schools will be limited to reduce foot traffic within our buildings. Visitors, with the exception of approved volunteers who are visiting campus to provide academic support, will not be permitted on campus during school hours. Visitors who are on campus after school hours to attend athletic events, performances, etc. will be permitted. All visitors and volunteers will be required to follow the mitigation procedures outlined in this operating plan while they are on campus.

If a parent or guardian has something to drop off for their child during the day, they are able to do so by placing the items on a designated table in the vestibule at the main entrance to each building. The item should include a note with the child's name and room number or teacher, if applicable. A school staff member will deliver the item to the student.

School Assemblies and Classroom Celebrations

Assemblies involving multiple classrooms will not occur indoors. Any such activities will be planned to take place outside. Classroom celebrations (such as birthday parties with individually-wrapped, student-provided treats) are permitted.

Lunchroom Procedures

In middle school, students will be assigned seats. In elementary school, students will be assigned seats within their classroom cohort. Markings on lunch table seats will be used to support physical distancing to the extent that is possible. Students will be required to remain in their designated spot during lunch.

Health Services & Symptom Reporting Procedures

The district supports the health and wellness of all of our students. In helping to ensure that your child has access to the appropriate medical treatment during the school day, it is necessary that we have all relevant emergency and/or medication forms on file. Please [complete the appropriate forms](#) and return them to your school's office.

To ensure a healthy learning environment for all, students should stay home when sick until at least 24 hours after they no longer have a fever or signs of a fever without the use of fever-reducing medicine. The following are guidelines for when a child is too sick for school and should stay home.

- Child is experiencing any new or unexplained symptoms related to COVID-19 including:

| | |
|---|------------------------------|
| - Fever (100.0 degrees F or higher) or chills | - Unusual fatigue |
| - Diarrhea | - New loss of taste or smell |

| | |
|----------------------------|------------------------|
| - Muscle pain | - Cough |
| - Headache | - Sore throat |
| - Congestion or runny nose | - Nausea or vomiting |
| - Shortness of breath | - Difficulty breathing |

- Child has a fever of 100.0 degrees or higher without medicine (non-COVID)
- Child has been vomiting or has had diarrhea without medicine (non-COVID)
- Child’s eye is red with cloudy, yellow or green drainage or has matted eyelids after sleep

When an individual is reported absent due to illness, symptoms are reported and tracked by our district nurse and health aides. For employees, the Human Capital Department will follow up regarding symptoms and next steps.

Music Specials/Band/Choir Procedures

Masks will be used while singing in music/choir classrooms in order to limit the spread of respiratory droplets. Band students will be using masks and bell covers on their instruments to contain aerosol spread to the greatest extent possible.

Outdoor Access

Weather-permitting, teachers in buildings with outdoor classrooms will utilize those spaces as often as feasible. Outdoor mask breaks for students will be encouraged. Face coverings are optional outdoors across all risk levels.

Transportation/Bus Service

Face Coverings and Air Flow on Buses

Per current CDC order, all students participating in school transportation services are required to wear a face covering while riding the bus. Drivers will also wear face coverings at all times. Weather permitting, windows and roof hatches will remain open to increase the circulation of outdoor air.

School Bus Preparation and Disinfecting

In addition to all buses used to transport MTSD students being inspected daily for cleanliness and safety, buses will be sanitized each night using electrostatic technology. Each bus will be equipped with a hand sanitizer station located at the front of the bus.

Assigned Seating

Students will have an assigned seat on all bus routes to assist with contact tracing. 4K and 5K students who do not have an older sibling on the same route will be assigned to a seat at the front of the bus. Students should be reminded to stay in their assigned seats for the duration of the bus trip.

Meeting the Social, Emotional, and Mental Health Needs of Students and Staff

MTSD provides universal support to promote the healthy social and emotional growth and well-being of all of our students. In the event additional support is needed, guardians, and staff members all have the ability to refer students to the schools for additional support. For teachers, this referral can be made with support of a referral form that provides student support services personnel additional information. For parents and guardians, a connection with student services personnel can be made through a simple conversation with a child's teacher, the building principal, or any member of the student support services staff.

Social and Emotional Support

The return to the 2021-2022 school year will undoubtedly be emotionally charged for students and adults. Societal issues and the continued navigation of COVID-19 may continue to have an impact on the academic and social emotional development as well as the overall wellbeing of students and staff members. The school district prioritizes safe, supportive, equitable, and inclusive environments. Growing a culture of belonging and fostering authentic and supportive relationships with educators, staff members, families, and the community through social and emotional support continues to be a priority in shaping our learning environments.

Student Planning Teams

In addition to referrals, building administrators, social emotional coaches, school counselors, and school psychologists meet regularly throughout the year with teams to review data and determine student needs for additional support. Data review during these meetings includes academic progress (grades), homework completion, academic achievement (assessment results), attendance and behavior concerns, as well as the results from student engagement surveys. Such data is reviewed every two weeks by student services staff and the building administration. As a result of the data review, all determined student needs are then integrated into daily practices by building support teams. When necessary, a formal plan is designed to

support individual students. This support is personalized, individualized and based on the resources available.

Positive Behavior Intervention and Supports (PBIS)

The purpose for Positive Behavioral Intervention and Supports, or PBIS, is to create and sustain a positive school community where everyone feels respected, understands their responsibilities and experiences success in all school environments.

PBIS is a prevention-oriented framework that allows educators to use evidence-based practices and improve the implementation of those practices in order to maximize academic and social behavior outcomes for all students.

- Staff will utilize PBIS in our buildings
- Reteaching classroom/school routines and behavior expectations to ensure students understand and are successful in their return
- There will not be any student assemblies at this time for building PBIS rewards

Social and Emotional Learning (SEL)

A student's social and emotional health is of critical importance to their well-being. Social and emotional learning enhances students' capacity to integrate skills, attitudes and behaviors to deal effectively and ethically with daily tasks and challenges.

- Each building has a Social Emotional Coach that is available to help students, staff and families navigate situations
- Staff is available for students who may need additional or individualized support
- There will be a focus on positive relationships between students and staff
- Students will continue to engage with universal social emotional competencies
- Students will be supported in their emotional regulation so that they can access instruction
- In the event that a student needs to transition to virtual learning, the Social Emotional Coach can assist in the transition

School Counselors

A comprehensive school counseling program aims to support all students in terms of maximizing opportunities for academic achievement, ensuring mental health, reinforcing healthy emotional choices and advocating for students in general. Counselors are available to help students with almost everything. A student's counselor is always a good first step when seeking help of any kind. Students attending middle and high school have a school counselor who will assist them with their schedules. In the event that a student needs to make a schedule change, please make sure to reach out to them for assistance.

Trauma-Informed Training for Staff

MTSD recognizes the importance of having staff members trained to provide a classroom that meets the needs of students with empathy and support and to recognize when a student may need additional support. Staff has or will complete by September 2021, the foundation of trauma informed practices so that they can:

- Identify and respond to behaviors students exhibit
- Create a consistent classroom structure
- Imbed and model self-care and self-resilience strategies
- Design a learning environment that creates a culture of respect and support for every student

Employee Assistance Plan (EAP)

MTSD provides employees with access to an employee assistance plan (EAP). The EAP is a confidential and free intervention program designed to assist employees in resolving problems that may be adversely affecting their work or personal life. The EAP provides resources and professional counselors to help employees resolve concerns related to relationships, finances, mental health, family concerns, and/or substance or alcohol abuse.

Health and Nursing Services

Our District nurse will serve as the professional link between MTSD and our local health agencies. The District nurse will continue to provide oversight and training to our health room aids and office staff, as well as provide timely information to school staff and families on public health developments. The MTSD nurse and health team have received additional training to address COVID-19 concerns, contact tracing, and will serve as the school's primary health agent in caring for students and staff exhibiting COVID-19 symptoms. In addition to the aforementioned protocol for symptom checking, the school nurse and health team will utilize designated containment areas at each school to temporarily house students or staff who are ill or displaying symptoms.

To continue being able to meet the health needs associated with COVID-19 or any other individual student health needs, the District will continue to have additional full-time health aides. The District's expanded health services team will provide support when:

- A child or staff member is experiencing symptoms of COVID-19, whether at home or on campus; and
- Responding to a positive case of COVID-19 with exposure in MTSD buildings, including contact tracing and self-quarantine or isolation procedures.

Supporting Resources

Virus Mitigation in Schools

[American Academy of Pediatrics \(AAP\) - COVID-19 Recommendations](#)
[Washington Ozaukee Public Health Department \(WOPHD\): COVID-19 Safety Considerations for K-12 Schools](#)
[Wisconsin Department of Public Instruction \(DPI\): COVID-19 Infection Control and Mitigation Measures for Wisconsin Schools 2021/2022](#)
[CDC: Requirement for Face Masks on Public Transportation](#)
[CDC: Proper Use of Personal Protective Equipment \(PPE\)](#)
[National Association of School Nurses](#)
[WOPHD: Face Mask Support Letter](#)
[CDC: Operational Strategy for K-12 Schools Through Phased Prevention](#)
[WSMA Spring 2021 COVID-19 Guidance for WSMA Schools](#)
[HealthyChildren.org Guidance for Face Mask Use for Children During COVID-19](#)

Responding to Positive Cases of COVID-19

[CDC: Responding to Positive Cases of COVID-19 in K-12 Schools](#)
[CDC: Overview of COVID-19 Quarantine for K-12 Schools](#)
[Wisconsin Department of Health Services \(DHS\): Guidelines for the Prevention, Investigation, and Control of COVID-19 Outbreaks in K-12 Schools in Wisconsin](#)
[CDC: Options to Reduce Quarantine](#)
[WOPHD/CDC: Updated Quarantine Guidelines](#)
[WI DHS: Letter for Wisconsin School Administrators](#)
[WI DHS: Close Contacts](#)

Vaccine Information

[Washington Ozaukee Public Health Department: COVID-19 Vaccine Updates](#)
[Washington Ozaukee Public Health Department: Vaccination FAQ](#)
[CDC: Facts about Vaccination](#)
[CDC: Frequently Asked Questions about Vaccination](#)
[CDC: Interim Public Health Recommendations for Fully Vaccinated People](#)
[WI DHS Post-Vaccination Guidance](#)