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**Procedures and Protocols for Re-Opening GLR School District 2020-21**

Good Morning,

I hope everyone is doing well at this time. GLR will begin our school year with protocols and procedures in place to ensure all students, staff, and visitors feel welcome and stay safe.

GLR will have hand sanitizers at each entrance and exit of each building in our school district. Classrooms will be adjusted to meet state guidelines. We will offer disposable face masks to the students, staff, and visitors along with face shields for the staff. Plexiglass stands will be added in our high traffic work areas. Hand sanitizers will be in each classroom to allow continued precautionary practices. We recommend that all stakeholders wash hands once we enter our campuses. We will monitor all protocols and make adjustments as needed.

Our first priority is for all students to be safe and have a good environment for teaching and learning. We will have our staff apply mist to our desks and other areas and follow up by wiping the tables and desks down for the next class to attend. We will follow all these protocols throughout our buildings each day to ensure we are following all state and government procedures and guidelines. I will include documents for your review of all facets of the building with protocols/procedures that will be followed each day at GLR. Custodial staff will implement additional cleaning procedures including completing checklists for each area to help in preventative measures. Lunch procedures will include washing hands before going through the serving lines. Additional checklists will be implemented by the food service staff.

Thanks for all you do for GLR. I appreciate your patience and understanding at this time.

Sincerely and Yours in Education,

Tom Luxford  
Superintendent of GLR Schools



# RETURN TO LEARN

Reopening Iowa's Schools Safely and Responsibly

## COMMUNITY TRANSMISSION: NONE TO MINIMAL

0-5% positivity in county on average over the past 14 days

\* Healthcare resources remain stable

### SUGGESTED STRATEGIES

- Stay home if you are sick or exposed to someone confirmed to have COVID-19
- Practice frequent hand-washing
- Stay 6 feet from others as much as possible
- Use face coverings when able to do so safely and correctly
- Maintain frequent cleaning schedule using EPA-approved cleaning products
- Monitor absenteeism among teachers, staff, and students

### RETURN-TO-LEARN MODEL(S)

On-Site Learning following DOE, IDPH and CDC guidance.

Hybrid Learning as necessary based on:

- Parent or guardian preference
- Student quarantine

## COMMUNITY TRANSMISSION: MINIMAL TO MODERATE

6-14% positivity in a county on average over the past 14 days

\* Healthcare resources remain stable

### SUGGESTED STRATEGIES

- Continue above strategies
- Reduce group events/gatherings
- Limit inter-school interactions
- Ensure student and staff groupings/cohorts are as static as possible and that interactions among groups of students and staff are limited

### RETURN-TO-LEARN MODEL(S)

On-Site Learning following DOE, IDPH and CDC guidance.

Hybrid Learning as necessary based on:

- Parent or guardian preference
- Student quarantine

## COMMUNITY TRANSMISSION: SUBSTANTIAL CONTROLLED

15-20% positivity in a county on average over the past 14 days AND 10% absenteeism among students expected for in-person learning

\* Healthcare resources remain stable

### SUGGESTED STRATEGIES

- Continue above strategies
- Consider regular health checks for any on-site students/staff if feasible
- Cancel school events/gatherings
- Close communal spaces (e.g., cafeterias, media centers)

### RETURN-TO-LEARN MODEL(S)

Hybrid Learning as necessary based on:

- Parent or guardian preference
- Student quarantine

Temporary Continuous/Remote Learning for an entire school building or district for up to 14 days may be requested:

- Please contact the Department of Education by submitting your information via the CASA system.
- Only the Departments of Education and Public Health can make the determination and provide temporary authorization to move to 100% online or remote learning.

## COMMUNITY TRANSMISSION: SUBSTANTIAL UNCONTROLLED

>20% positivity in a county on average over the past 14 days with healthcare resource capacity concerns

### SUGGESTED STRATEGIES

State and local education and public health officials should work closely together to make decisions on school operations.

### RETURN-TO-LEARN MODEL(S)

Temporary Continuous/Remote Learning for an entire school building or district for up to 14 days may be requested:

- Please contact the Department of Education by submitting your information via the CASA system.
- Only the Departments of Education and Public Health can make the determination and provide temporary authorization to move to 100% online or remote learning.





# EVALUATING SICK STUDENTS AND STAFF

## Reopening Iowa's Schools Safely and Responsibly

### HIGH RISK SYMPTOMS

New cough, shortness of breath or difficulty breathing, new loss of taste or smell

### LOW RISK SYMPTOMS

Fever, headache, muscle and body aches, fatigue, sore throat, runny nose, congestion, nausea, vomiting, diarrhea

Students and staff members should remain home when sick. Students or staff members with any high-risk symptom or two or more low risk symptoms should stay home and are advised to seek an evaluation by a health care provider.

### EVALUATION BY HEALTH CARE PROVIDER

#### NEGATIVE COVID-19 TEST



Return to school after 24 hours with no fever (without the use of fever-reducing medicine) and symptoms improving

#### ALTERNATIVE DIAGNOSIS



#### POSITIVE COVID-19 TEST



Return to school after 24 hours with no fever (without the use of fever-reducing medicine) and symptoms improving and 10 days since symptoms started

### IDENTIFYING CLOSE CONTACTS FOR COVID-19 CASES

Close Contact: Individuals who've been within 6 feet for more than 15 minutes with a positive COVID-19 case during the infectious period. Contact may occur in a classroom, lunchroom, free period, during transportation to or from school, at practices or games, and during extracurricular activities.

#### SCHOOL WILL:

- Notify local public health department
- Identify close contacts and quarantine exposed students and staff
- Notify appropriate school administration, families and staff (without identifying the COVID-19 case)
- Provide Public Health with list of close contacts

#### PUBLIC HEALTH WILL:

- Recommend quarantine for all household contacts of COVID-19 case
- Work with school to determine which students and staff should be quarantined

#### STUDENTS

- If no symptoms develop, students can return to school 14 days from their last contact with the COVID-19 case
- If symptoms develop, students should be evaluated by a health care provider
- If a student tests positive for COVID-19, they should isolate for 10 days
- If a student tests negative for COVID-19, they must still complete their 14-day quarantine before returning to school

#### STAFF

- Staff may be considered critical personnel and can be allowed to return to work if there are staffing shortages as long as they remain asymptomatic
- Staff should take their temperature and screen for symptoms at the start and end of each day, and wear a mask at work
- If symptoms develop, they must isolate immediately

#### INDIVIDUALS PREVIOUSLY POSITIVE

- Those who have been previously diagnosed positive for COVID-19 within the past 12 weeks, and were exposed to a COVID-19 case, do not need to quarantine







July 30, 2020

## Return to Learn: Reopening Iowa's Schools Safely and Responsibly

### Purpose

This guidance was written by the Iowa Department of Education (Department) in consultation with the Iowa Department of Public Health (IDPH) and is intended to help districts (1) determine when to use each of the Return-to-Learn models they have planned for during the 2020-2021 school year, and (2) handle potential and/or confirmed cases of COVID-19 in schools. This guidance should be read in conjunction with prior guidance on [Return-to-Learn supports](#), [Senate File 2310](#), and [Reopening Guidance](#). Please consult the Department's [Return-to-Learn Google site](#) for the latest supports for schools. In addition, always refer to the latest information from IDPH on their [COVID-19 site](#).

Which of my approved Return-to-Learn models should I use?

The health, safety, and well-being of students, teachers, staff and their families is the most important consideration in determining whether temporary transitions to alternate learning models or school closures are necessary. The Iowa Departments of Education and Public Health, and local public health officials, will assist schools and districts with transitions based on the following criteria and conditions in their respective communities. The following table summarizes the levels of community transmission schools may observe and, for each, suggested mitigation strategies that align with current Centers for Disease Control and Prevention (CDC) and IDPH guidance, and appropriate Return-to-Learn models.

Community Transmission	Suggested Strategies	Return-to-Learn Model(s)
<b>None to Minimal</b>  0-5% positivity in county on average over the past 14 days  <i>* Healthcare resources remain stable</i>	<ul style="list-style-type: none"><li>• Stay home if you are sick or exposed to someone confirmed to have COVID-19</li><li>• Practice frequent hand-washing</li><li>• Stay 6 feet from others as much as possible</li><li>• Use face coverings when able to do so safely and correctly</li><li>• Maintain frequent cleaning schedule using EPA-approved cleaning products</li><li>• Monitor absenteeism among teachers, staff, and students</li></ul>	On-Site Learning following DOE, IDPH and CDC guidance.  Hybrid Learning as necessary based on <ul style="list-style-type: none"><li>• Parent or guardian preference</li><li>• Student quarantine</li></ul>

Community Transmission	Suggested Strategies	Return-to-Learn Model(s)
<p><b>Minimal to Moderate</b></p> <p>6-14% positivity in a county on average over the past 14 days</p> <p><i>* Healthcare resources remain stable</i></p>	<ul style="list-style-type: none"> <li>• Continue above strategies</li> <li>• Reduce group events/gatherings</li> <li>• Limit inter-school interactions</li> <li>• Ensure student and staff groupings/cohorts are as static as possible and that interactions among groups of students and staff are limited</li> </ul>	<p>On-Site Learning following DOE, IDPH and CDC guidance.</p> <p>Hybrid Learning as necessary based on</p> <ul style="list-style-type: none"> <li>• Parent or guardian preference</li> <li>• Student quarantine</li> </ul>
<p><b>Substantial Controlled</b></p> <p>15-20% positivity in a county on average over the past 14 days AND 10% absenteeism among students expected for in-person learning</p> <p><i>* Healthcare resources remain stable</i></p>	<ul style="list-style-type: none"> <li>• Continue above strategies</li> <li>• Consider regular health checks for any on-site students/staff if feasible</li> <li>• Cancel school events/gatherings</li> <li>• Close communal spaces (e.g., cafeterias, media centers)</li> </ul>	<p>Hybrid Learning as necessary based on</p> <ul style="list-style-type: none"> <li>• Parent or guardian preference</li> <li>• Student quarantine</li> </ul> <p>Temporary Continuous/Remote Learning for an entire school building or district for up to 14 days may be requested:</p> <ul style="list-style-type: none"> <li>• Please contact the Department of Education by submitting your information via the CASA system.</li> <li>• Only the Departments of Education and Public Health can make the determination and provide temporary authorization to move to 100% online or remote learning.</li> </ul>
<p><b>Substantial Uncontrolled</b></p> <p>&gt;20% positivity in a county on average over the past 14 days with healthcare resource capacity concerns</p>	<p>State and local education and public health officials should work closely together to make decisions on school operations.</p>	<p>Temporary Continuous/Remote Learning for an entire school building or district for up to 14 days may be requested:</p> <ul style="list-style-type: none"> <li>• Please contact the Department of Education by submitting your information via the CASA system.</li> <li>• Only the Departments of Education and Public Health can make this determination and provide temporary authorization to move to 100% online or remote learning.</li> </ul>

\*Your local public health department uses data to determine the level of community transmission. Most districts in Iowa are in 2-4 counties, so it is important to know which public health departments you work with and how to contact them. The highest positivity rate in any county that a district is a part of should be considered.

*Iowa Department of Education guidance should be viewed as advisory unless it's specifically authorized by state statute, according to Iowa Code section 256.9A. This does not apply to administrative rules, declaratory orders, or materials required by federal law or courts.*

### Evaluating Sick Students and Staff

Students or staff members should remain home when sick. Students or staff members with **any** high-risk symptom or **two or more** low risk symptoms should stay home and are advised to seek an evaluation by a health care provider.

High Risk Symptoms	Low Risk Symptoms
New cough, shortness of breath or difficulty breathing, new loss of taste or smell	Fever, headache, muscle and body aches, fatigue, sore throat, runny nose, congestion, nausea, vomiting, diarrhea

### Evaluation by Health Care Provider

Negative COVID-19 Test	Alternative Diagnosis	Positive COVID-19 Test
Return to school after 24 hours with no fever (without the use of fever-reducing medicine) <b>and</b> symptoms improving	Return to school after 24 hours with no fever (without the use of fever-reducing medicine) <b>and</b> symptoms improving	Return to school after 24 hours with no fever (without the use of fever-reducing medicine) <b>and</b> symptoms improving <b>and</b> 10 days since symptoms started

### Identifying Close Contacts for COVID-19 Cases

Close Contact: Individuals who've been within 6 feet for more than 15 minutes with a positive COVID-19 case during the infectious period. Contact may occur in a classroom, lunchroom, free period, during transportation to or from school, at practices or games, and during extracurricular activities.

School will	Public Health will
<ul style="list-style-type: none"> <li>Notify local public health department</li> <li>Identify close contacts and quarantine exposed students and staff</li> <li>Notify appropriate school administration, families and staff (without identifying the COVID-19 case)</li> <li>Provide Public Health with list of close contacts</li> </ul>	<ul style="list-style-type: none"> <li>Recommend quarantine for all household contacts of COVID-19 case</li> <li>Work with school to determine which students and staff should be quarantined</li> </ul>

Students	Staff	Individuals Previously Positive
<ul style="list-style-type: none"> <li>If no symptoms develop, students can return to school 14 days from their last contact with the COVID-19 case</li> <li>If symptoms develop, students should be evaluated by a health care provider.</li> </ul>	<ul style="list-style-type: none"> <li>Staff may be considered critical personnel and can be allowed to return to work if there are staffing shortages as long as they remain asymptomatic.</li> <li>Staff should take their temperature and screen for symptoms at the start and</li> </ul>	<ul style="list-style-type: none"> <li>Those who have been previously diagnosed positive for COVID-19 within the past 12 weeks, and were exposed to a COVID-19 case, do not need to quarantine.</li> </ul>

*Iowa Department of Education guidance should be viewed as advisory unless it's specifically authorized by state statute, according to Iowa Code section 256.9A. This does not apply to administrative rules, declaratory orders, or materials required by federal law or courts.*



Students	Staff	Individuals Previously Positive
<ul style="list-style-type: none"> <li>• If a student tests positive for COVID-19, they should isolate for 10 days.</li> <li>• If a student tests negative for COVID-19, they must still complete their 14-day quarantine before returning to school.</li> </ul>	<ul style="list-style-type: none"> <li>• end of each day, and wear a mask at work.</li> <li>• If symptoms develop, they must isolate immediately.</li> </ul>	

What information do I need to submit in my application for Temporary Permission to Provide Primarily Continuous/Remote Learning?

The Department will ask you to provide the following information:

1. Evidence of consultation with local/county public health determining that the area meets the requirements established by IDPH.
2. If the application for temporary permission is approved:
  - a. How will the district or accredited nonpublic school ensure that all students with IEPs are provided with FAPE during the time the district/school is providing services primarily online?
  - b. How will the district or accredited nonpublic school ensure that students who require mental health or health services still have access to these services during the time the district/school is providing services primarily online?
  - c. How will the district or accredited nonpublic school ensure that students with 504 plans continue to receive services?
  - d. How will the district continue to provide meals to students?
  - e. How will the district provide access to instructional materials and services for students who do not have access to the internet?
  - f. What process will you use to communicate with parents/families on educational services and changes in delivery models?

How quickly will the Departments of Education and Public Health respond to my application for Temporary Permission to Provide Primarily Continuous/Remote Learning?

You will receive a response within 48 hours, not including weekends.

This plan is fluid and subject to change as more information becomes available. The Department will release an FAQ to supplement this information. If you have questions, please contact your school improvement consultant.