

Dakota Adventist Academy Smart Restart – August 2020

General Principles and Practices

Our prime concern will be to keep our school community (students, faculty and staff and their families) safe. To this end we are adopting some practices for the duration of the COVID-19 watch period.

Closed Campus – We will maintain a closed campus. Being a closed campus means:

- Guests to the school are required to make arrangements ahead of time (no walk-ins). Even then, they may need to conduct their meeting outside of the buildings.
- Deliveries, mail, etc. will be dropped off at the perimeter of the building, in proximity to where they are intended to go (ie: food deliveries at the back loading dock, etc.).
- Dorm students are not allowed to be off-campus for any purpose (except medical) or as arranged for school activities (ie: road clean-up or other coordinated, non-contact community service).
- Day students are expected to agree to going to and from school and home without stops in between. If they are to be in other buildings outside of either venue, they are asked to abide by a mask-wearing protocol (see Mask Protocol).
- After an entry period (72 hours) we will operate as a family. Masks will be allowed, but not required nor expected. In the cafeteria, patrons will be allowed to sit where they would like to sit (within the parameters of the area) and with whom they want.

Daily Temp Check

After our initial week (see First Week Special Considerations) we will run touchless temperature checks each morning. Students with a fever of 100.4 or higher will be removed to one of several sick rooms which have been set up in each dorm (see Sick Listing).

Cafeteria and Meal Service

- Sneeze guards have been reinstalled in the serving deck area. For at least the first two weeks all meals will be served and salads, etc. will be pre-portioned.
- Cafeteria users will be able to serve their own juice, water, etc., but are asked to use a new class for each trip to the beverage counter.
- After 2 weeks, we will reassess how everything is working, given our student numbers etc. If we are able (if we have the available work force), it is likely that we will continue to serve meals, however, at the very least, we may bring back the salad bar and students may refill their drinking glasses rather than requiring a new glass each time.
- Condiments will either be pre-portioned or pre-packaged.
- Hand sanitizer stations will be available at the front of food lines.

Sanitizing and Restrooms

Each day, classroom tables and main surfaces, handrails, and bathrooms will be sanitized. Also, we will sanitize doorknobs and handles, initially several times daily, but as we settle in, at least once daily. Students are encouraged to use their own restrooms; the restrooms off the circle will be closed for the first two weeks. The restrooms off of the hallway leading to the chapel will remain open for day students, staff, and as necessary, dorm students). After we return from camp week, we will open the remainder of our public restrooms.

Athletics

Our athletics program will follow the lead of Western Dakota Association (North Dakota's Western High School Athletics Association). Currently, the plan is to for the high schools in our area to play their in-district games as scheduled, but not to play out of district except for the end of season State tournaments. Our only fall sport is women's volleyball and our entire schedule of games is against teams that are in our district, so we anticipate any change to our schedule. Athletes who are planning to play in our inter-school sports program are required to have an updated annual sports physical. Medical facilities may have their own forms, however, either of these two forms ([NDHSAA form and instructions](#), or [NDHSSA simple form](#)) will work. You may download the form and take it to a care provider of health care facility of your choice. Return the completed form to the school.

Our dues remain the same at \$200 per sport, however, if the Union College tournament is cancelled, or if we are unable to attend, we will return half of the dues (the other half would go to cover the cost of referees and/or travel for our scheduled in-state games). If our schedule gets shut down completely or shortened, dues will be reimbursed proportionally to the schedule cancellation vs played games.

Dorm Students

Dorm students are expected to remain on campus. It is even recommended that students refrain from going home for weekends or at least that such leaves from campus be rare. In the event that a student is taken into town for a medical or other reason, the trip is to go in to the appointment and back with no side trips or diversions. If the COVID-19 situation improves, students may be afforded shopping trips to perhaps Wal-Mart, the mall, or a grocery store, but this is not expected to transpire in at least the first quarter.

Special Considerations for Day Students

Though it would be easiest to provide a closed campus and all students living in our dorms, day students are a desired cohort in our school. To provide for their safety as well as for the safety of those who live at the school, the following protocols are expected:

- Day students are asked to agree to going to and from school and home without stops in between. If they are to be in other buildings outside of either venue, they are asked to agree to a mask-wearing protocol (See Mask Protocol).
- Day students are to use their key cards to access the appropriate entrance to the dormitory of their gender. Upon arrival, they are to submit to screening by the dean at the front desk. If arrival is at an unusual time and the dean is not immediately present, the student is expected to wait for or text the dean to be screened prior to accessing any other part of the building.
- Day students are welcome to go as far as the foyer and/or the dean's office in the appropriate dormitory, but they are asked to not go beyond the foyer or into dorm student rooms until such time as COVID-19 is not considered a threat.
- In the event of a worsening COVID-19 climate in the Bismarck area or as mandated by the state (should they close the city schools but as last year, allow us to remain open), we may ask parents of day students to arrange for temporary dorm lodging and meals. We have rooms available for such an exigency.

Sick Listing

Several Rest and Recovery Rooms (3R) have been set up, each with its own private bathroom. 3R will be in place as needed with the following protocols:

- At any point that a student complains of not feeling well and of needing to be on sick list, a temperature reading will be taken.
- A fever of 100.4 or higher precipitate a move to a 3R. The student may take a pillow (and blanket, if desired), and will be immediately escorted to the 3R.
- Students who do not have much of an elevated temperature, but who complain of nausea or other factors (non COVID-19 symptomatic may also be subjected to the same protocols as the elevated temp exhibitors).
- Students in 3R will be given a gallon of water, which will be replenished as needed, and will be brought simple meals just at the end of meal times. Deans will monitor whether the student's situation deteriorates or appears to improve. Either way, the student will remain in 3R isolation until the next morning. In the case that the student is a day student, that student will also be moved to 3R and the parent will be notified and given the opportunity to respond in the best time frame possible.
- During time in 3R, students will not have access to personal electronics. The goal is to provide rest opportunity to support students in overcoming whatever might be causing the ailing. The only outside objects allowed would be one or two books for reading and a device with which to communicate with deans. If towards the end of a 1-day 3R experience, a student expresses the desire to be doing homework or something of that nature, as he/she is feeling better, the dean at his/her discretion may collect such materials and take them to the student.
- Specific to COVID-19 monitoring, if a second day of higher temps than 100.4 ensue or if a student answers positively to screening questions (appetite, loss of taste, etc.), the affected student will remain in 3R and the dean may initiate the Potential Suspicion of COVID-19 (PSC) response. PSC would see us contacting home, contacting a health care professional and potentially setting up and facilitating a COVID-19 test. Until the results are in, the student would remain in 3R, but if comfortable, would be given school work, etc.
- In the event of a PSC negative result, the student will be integrated back into the dormitory, in the event of a positive PSC, see that section below.
- The deans will handle all meal and aftermath of meal collection and delivery.

Infection Response Team

The deans on duty will be responsible for the morning and evening temp check ritual. Each morning the deans on duty will meet with the principal or his designate at the end of 1st period (about 9:30) for a brief dialog on the daily morning readings. In the event of a PSC response, the men's dean will serve as the point person for reporting to the state. He is also designated as the person to receive reports on PSC initiated testing.

Mask Protocol

This protocol primarily impacts staff, but also, possibly day students. Because we are attempting to operate as a closed campus so that on campus we can live and work, study and play with as little interference as possible, we are asking campus members to wear a mask when engaging in off-campus actions. Day students are asked to follow this same protocol outside of their homes and off campus. Whether doing so fits your philosophy or not, it does mean that on campus we can operate as a family would and the policies of social distancing, etc. on campus can be greatly relaxed.

Response to Positive PSC Results

If a student PSC result comes back positive, the 3R will be designated a Quarantine area. Parents will be notified and may be required to remove the student from campus. We may, depending on the severity of the symptoms and the discomfort of the student, have them transported to a medical care facility. Academic needs will be assessed by the teacher and as the student is able to return to school and classes, the workload will be adjusted so that the student will be able to achieve the scores of that grading period.

(Teachers – see Teachers Handbook for implications of teacher PSC)

Registration Day and First Week Guidelines

To limit the number of people moving into the dorms at any one time, beginning at 8:00 AM, the day is being divided into six slots hourly, 8 through noon and 1 through 4. Parents are asked to sign up for 1 of these hours as a scheduled arrival time. During this time, students (and/or parents) will:

- have temps taken and answer screening questions,
- meet with the VP for finance (to gain financial clearance to start the year),
- meet with the principal (to confirm personal schedules),
- meet with deans (to select a room),
- take a tour of the school (for new students and/or parents), and move into rooms.

In the first ten minutes of each hour, the principal will meet with all parents of the previously scheduled hour who desire a brief discussion of this document and to answer any questions arising from or pertaining to that discussion.

The first official school activity will be supper served to all students and faculty in the cafeteria at 5:30. Students will select seats at opposite ends of cafeteria tables (6 foot spacing). Teachers will serve supper, full introductions will be made, and weather permitting, worship will follow on the front lawn on or around 7:00. Following worship, the students will move into class groupings and their sponsors will review this document, the school handbook, the first week's schedule, and minor class informational items with them. As their cluster activities conclude, students can return to settling into their rooms.

Handshake (traditionally done on Sunday after supper) will not take place until Thursday evening at Camp Week.

Beginning on Sunday evening and twice daily to our leaving for Camp Week, all staff and students will be subjected to temperature readings and screening questions (nausea, loss of taste, etc.).

From arrival through to the end of the first week on campus...

We are asking that students refrain from entering the rooms of other students for any reason. We are also asking that students appropriately socially distance.

Monday through Thursday

- Students are encouraged to have their morning worship on their own.
- At breakfast, each student will pick up his/her nametag and upon collecting the meal, set it at the next open seat. This will be that person's seat for all meals for that day. At the end of the day, the supper clean-up crew will sanitize the eating area and the nametags and the next day will see a reset of all seats.

- In-classroom seating will see us socially distancing. Students will sit in identified seating. We will have two patterns for each classroom. Odd classes (numbers 1 through 9) will end 4 minutes earlier than they will the rest of the year while even classes (2 through 10) will start 5 minutes later than the rest of the year, allowing the teachers and support staff to sanitize classrooms between every 2 sets of users.
- Across, PEAC/Intramurals and choir classes will not take place the first week.
- Thursday after breakfast we will load the bus to head to Northern Lights having completed 72 hours of on campus isolation/watch.

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Besides our protocols and plans as listed above, state and local health and organizational guidelines will play a role in determining how this year plays out. In some cases, adjustments may be deemed necessary to reduce the risk for everyone involved. We are attempting to be ready to adjust. Adaptability and flexibility are watchwords for the foreseeable future. Even the best game plans change as new challenges arise and despite our best efforts to ensure safety, we cannot guarantee that a student or teacher will not be exposed to, or contract the virus. We will be vigilant in minimizing the possibility of such a threat.

It is true that this year could forever be defined by this heartbreaking global pandemic as well as by this recent transformative social justice movement. But we are a tenacious, resilient-spirited people and we plan to continue offering quality face-to-face education.

We are ready to be back in school.

Sincerely,



Anthony Oucharek, principal
Dakota Adventist Academy