

MEADOW GLADE ADVENTIST ELEMENTARY SCHOOL PLAN 2021-22

Meadow Glade Adventist Elementary School understands the concerns that surrounds our country and the world pandemic surrounding COVID-19. Our policies and concern are focused on what is best to protect our students and employees academically, spiritually, socially, and physically. Our goal is to be together; our purpose is to provide a high-quality, Adventist education. Much research and prayer have gone into this plan and the protection we all want for our students and employees.

MGAES reopening school plan is divided into four distinct areas: General School Information, Health, Finances, and Miscellaneous.

GENERAL SCHOOL INFORMATION

School Calendar:

As communicated earlier in the year, Meadow Glade Adventist Elementary published the 2021-2022 school calendar to meet the requirements set forth by the Oregon Conference of Seventh-day Adventists (ORCSDA). Our first day of school is August 25, 2021. All calendar information is posted on our school's google calendar and may be viewed at <http://www.mgaes.org>. PLEASE NOTE - unforeseen circumstances may require changes to the calendar, including: events, legal holidays, Thanksgiving, Christmas, Spring Break, etc.

Learning Options:

Meadow Glade Adventist Elementary aims to meet the needs of all our families. MGAES will follow the recommendations of the State Department of Health (DOH), Clark County Public Health (CCPH) and/or the Oregon Conference of Seventh-day Adventist (ORC) as to how schools may operate. Below is the current recommendation for anticipated school opening:

In-Person (face-to-face) Instruction:

MGAES will open August 25, 2021, for in-person instruction using appropriate health and safety protocols. These procedures may change at any time due to circumstances in our school or community. There may be minor differences in how each building applies the procedures.

The state of Washington mandates that all students, faculty, volunteers, and guests must wear face coverings when on campus in building in K-12 settings including on a school bus.

Face Coverings Defined

- Face Covering fabric should be solid; no lace, vent, holes, or mesh material.
- Put it over your nose and mouth securely.
- Try to fit it snugly against the sides of your face.
- Face coverings with patterns and sayings must be school appropriate at all times.
- Due to current state protocols, disposable masks will be provided for students in choir.

Enrichment and/or Extracurricular:

Meadow Glade Adventist Elementary School will follow WA DOH & Centers for Disease Control (CDC) and CCPH recommendations in this area. Our school board is committed to participating in these areas as soon as the safety of our students and employees are ensured. Parents will be notified as these changes occur. These areas will be handled as follows:

- Off-campus and overnight trips will be limited. Some trips, due to their timing, may still proceed with planning, however will not occur without final board approval.
- MGAES will have music and PE classes – due to their sizes, classes may be split for large group gatherings.
- MGAES will participate in athletics (including intramurals) and social events as allowed by Washington’s Safe Start Plan to reopening and Clark County Public Health guidelines.
- MGAES will continue to offer bus transportation and extended care for enrolled students—pre-registration is required to utilize these services and should be arranged with the office.

Routines and Procedures

Arrival /Dismissal

We will need to adjust how we enter and exit schools as we need to encourage social distance and discourage social gatherings. Buildings will open at 8:15am (8:20am for Extended Care and 8:30am for bus students). Students will receive further instructions on hand sanitizing before students enter their classrooms. If you are on campus, we respectfully ask you to please wear a face covering and limit your interactions.

Attendance

MGAES will follow its current attendance policy and work with students and families who have to be quarantined due to a COVID-19 positive test result or contacted by the health department for close contact.

School Contingencies:

MGAES administration and health & safety committee continue to review possible scenarios as they prepare for the 2021-2022 school year. TO STRESS THIS POINT - Live instruction, in the classroom, remains the goal for the school year, and our administrative team will continue to work with the local health department, the Oregon Conference Office of Education, and our school board to ensure that health and safety standards are being appropriately met.

HEALTH

Proactive Safety Measures:

Meadow Glade Elementary will strive to do its best to make our school environment a healthy one. MGAES is committed to incorporate actions to minimize potential health concerns. Steps taken include the following:

- Face coverings are required in our buildings at all times.
- Face Coverings are to be made of solid cloth or medical grade fabric. Fabric should be

solid, no lace, vent, holes or mesh material.

- If your student feels ill before coming to school, please err on the side of caution and keep them home to monitor them for the day.
- If a student or employee has an elevated temperature that is quickly rising or they register a fever (100.4+) or is not feeling well, they WILL BE SENT HOME IMMEDIATELY.
- Regular cleaning of all public spaces and frequent touch points will be done in our buildings by operations staff.
- Daily reminders to wash hands frequently and thoroughly. Posting personal hygiene practices throughout campus, school communications, and announcements that will promote ways to reduce the spread of COVID 19.
- Staff will consider how we use space within classrooms, and everyone will limit use of shared materials.
- Providing professional development regarding hygienic practices, and sanitizing protocols to all personnel.
- We are a CLOSED CAMPUS. We are unable to allow visitors or parents into the office without an appointment made ahead of time.

Social distancing/Classrooms:

Meadow Glade Elementary will be following state guidelines and recommendations for students and staff regarding social distancing. Teachers will work on creating as much space as possible between students, while using CDC recommended techniques for classroom layout.

School Chapel and Events:

MGAES administration will continue to monitor local and state requirements for large group gatherings. We fully intend to continue with the traditional programming that enhances our spiritual and learning community including

- Where group size allows, chapels may be held in Alf Birch Memorial Gymnasium or Meadow Glade SDA Church or Columbia Adventist Academy Chapel
- Some chapels will be live-streamed in an interactive manner
- Some chapel programs may be held outside
- Please remember, we are a closed campus. We are temporarily unable to allow parents and visitors to join our on-campus Chapel and Events

Hot Lunch:

This year, students will be eating lunch in classrooms. Hot lunch will still be available for purchase and will be delivered to classrooms for all students in K-8. Beginning this school year hot lunch may be purchased in advance from School Eatery. To make arrangements, please sign up at <https://schooleatery.ahotlunch.com/login> and choose PARENTS CLICK HERE TO SIGN UP. You will receive an email to activate your account and will need a school code to add your children. Your school code for the new software is MGE (all caps).

- Staff will help students with routines that emphasizes social distance, eliminating common touch points but also still provides students opportunities to visit with others as

that is an important SEL component.

- Lunches will be delivered to classrooms in a food box prepared by food handlers.
- There will be no self-serve items provided.
- There will be no microwaves available for student use.
- Classroom desks will be distanced from one another and seating will be limited at each table.
- In order to minimize outside traffic in the building, we will not allow visitors during lunch.

PE Classes and Locker Rooms

- Students enrolled in PE in grades 5-8 will continue to dress down and change in the locker rooms.
- Students are encouraged to wear comfortable clothing for physical exertion. Students may want to consider bringing tennis shoes in their backpack on days they have PE class if they do not wear them to school.

Breaks and Passing Periods

- Bathroom breaks and hand washing will occur in small groups and organized by classroom teachers.
- Water fountains will be unavailable except for water bottle filler stations. Students should bring their own water bottle.

Dropping Off Items or Checking In/Out Students

- Please limit as much as possible scheduling appointments and activities during school hours. If the student is coming to MGAES late (ex. from an appointment), s/he will contact the school office to be met and escorted into the building. Parents/Guardians will not be escorting students back into the building from appointments.
- Deliveries must be subject to necessary items ONLY and drop off must occur to accommodate no contact delivery. To deliver an item, you must label your item with student name and classroom teacher. When you arrive, you must call the office to let them know you are dropping off the item at the entry in the designated area. Your student's item will be delivered to them as soon as possible by the office.
- If students need to leave early and be checked out during school hours, families MUST call the front office to notify them of a student pick up. Upon arrival, parents may pull into the parking spaces in front of the gymnasium, call the office at 360-687-5121 to notify of arrival, at that time, students will be collected from classrooms and brought to the parent's vehicle.
- For dropping a student back onto campus after an appointment, please pull into the parking spaces in front of the gymnasium and call the office before sending your student inside.

Buses:

- Visual screening checks will take place before students are able to get on the bus. Parents will refrain from leaving the parking area until their child has been verified to be on the bus. Students with a temperature above 100.4° F will not be allowed to get on the bus.
- School buses will be sanitized after morning routes and after the end of day routes.
- Most student transportation routes will work to accommodate social distancing as much as physically possible. Students are required to wear face coverings during their ride.
- Windows should remain open (weather permitting) while passengers are on board.
- Seating charts will be utilized for all students. Students must be registered for transportation and guest riders will not be permitted until further notice.

Student Illness:

Should your child become noticeably ill or have a temperature of over 100.4° F degrees during the school day, they will be isolated until picked up by a parent/guardian. Pick up of an ill child should take place as soon as possible.

Positive COVID-19 Test at MGAES:

Meadow Glade Elementary is obligated to inform both Clark County Public Health and the school-wide community regarding an infection. The Clark County Public Health will direct MGAES regarding testing, sanitizing and re-entry procedures. Family members of an infected individual will also be excluded from the in-person instruction setting until all attending family members have gone through the State DOH/CDC recommended quarantine time.

The school will continue to meet in-person if there is a positive COVID-19 test. As stated prior, additional cleaning will be taken in areas occupied by individual. If the local county health department informs the school there is a need to discontinue in-person schooling for a whole school/building quarantine, MGAES would at that time go to remote learning for a short-term period.

Positive COVID-19 Case Information:

Meadow Glade Adventist Elementary School is required to report confirmed diagnosed individuals with the local county health department, and will then work in consultation to communicate the following:

- scope of the problem (number of known cases)
- any additional measures taken to mitigate disease spread (quarantine, etc.)
- building operational decisions are made independently of Columbia Adventist Academy (one building may go online short-term if needed)

Meadow Glade Adventist Elementary School recognizes that an individual's health status is personal and private. Therefore, school administrators will handle the information regarding the person's health status in accordance with state and federal laws, as well as the school's handbook policies governing the confidentiality of student and employee health records.

FINANCES

2021-22 Tuition:

Meadow Glade Adventist Elementary strives to keep tuition and fees as reasonable as possible. COVID-19 has brought unique issues for the school in all areas. Moving from an in-person to a remote learning does not significantly decrease costs; in particular, personnel costs comprise the majority of our budget.

In the event that MGAES must deliver course work remotely due to COVID-19, MGAES will not cancel, waive or refund any portion of tuition that is owed while enrolled. If MGAES Online education goes for an extended period of time, the school board may elect to make necessary adjustments to tuition, fees, or other costs.

Worthy Student Fund & COVID Relief:

We recognize that family finances have been particularly affected as jobs have been lost and/or furloughed. The MGAES Finance Committee and Worthy Student Committee is committed to ensure that no family will be turned away due to financial stress caused by COVID-19. This fund is bolstered by a number of financial considerations made by school administration, finance committee, and school board. Please contact Melisa Dawson, at mdawson@mgaes.org to communicate your request.

MISCELLANEOUS

Travel:

Meadow Glade Elementary reserves the right to require any employee or student quarantine due to travel or exposure.

Emotional Health:

MGAES is extremely blessed to have on-call chaplains and partners with the Vancouver Children's Center to provide referral counseling services. We encourage students that are feeling stress due to the current situation to please contact these individuals. If a student is quarantined, one of these individuals will be made available to provide emotional support.

Assumption of risk:

Meadow Glade Elementary strives to ensure the health and safety of each student and employee in its care. The administration recognizes that COVID-19 may afflict those in the school.

The risk of contracting COVID-19 remains in our community. Parents are welcome to review the written safety protocols and discuss any concerns with school administration. Meadow Glade Adventist Elementary fully understands that COVID-19 has been declared a worldwide pandemic and is contagious. Although the school has implemented measures to reduce the spread of COVID-19, we cannot guarantee your child will not be exposed.