

The Kenton County School District (KCS D) is committed to in-person classes daily for the 2021-22 school year. As a result of this commitment, *we will not close in-person instruction unless required/mandated to do so by the Department of Public Health, the Local Health Department and/or the Governor.* This plan is developed to provide guidance for the safe return to in-person learning for the 2021-2022 school year based on the recommendations and requirements of medical health professionals. Thank you in advance for your continued support and dedication to our school district and our kids.

Guiding Principles

- Honor and safeguard the health and safety of students and staff
- Maintain fidelity of instruction ensuring standards are taught and mastered by all students
- Support the social-emotional learning and teaching needs of students and staff
- Recognize circumstances may arise that will need to be accommodated
- Communicating effectively with all stakeholders

Instructional Models

KCS D is committed to in-person classes during the 2021-2022 school year for all students. However, we understand that some of our families may consider a virtual option. As a result, parents/guardians can select the district virtual school program for their K-12 child. *It is important to note that this program is completely on line*, however, student progress will still be monitored and assistance will be provided by the local school. Families interested in the virtual program should visit the district website or contact your local school for more information. *Also, the district will provide synchronous learning for students who are required to isolate/quarantine during the school year by a medical professional or district staff.* Students engaged in internships, work based learning experiences, dual credit, etc. will be required to follow the safety expectations of those organizations.

Guidance and Safety Expectations for In-Person Learning

The safety and well-being of our students, staff and community is our number one priority. We strongly believe that all students having access to in-person learning daily is essential to the academic and social/emotional well-being of our kids. The following recommendations are made to ensure we can continue in-person learning with a sense of normalcy during the 2021-2022 school year:

- We recommend that all of TEAM KENTON and our extended family receive the COVID vaccination (we understand and respect that this is an individual/family choice but it is important to note that students/staff who are vaccinated do not have to quarantine unless they become symptomatic).
- Effective November 3, 2021, masks are recommended for everyone inside school buildings. Masks are required on all school buses per federal order. ~~All students in grades 7-12 will have the option to wear masks. All staff who work directly with students in grades 7-12 or work in a facility where everyone has access to the vaccine will be mask optional.~~ Beginning November 22, 2021 all KCS D students, staff, and visitors will have the option to wear masks.
 - Exemptions for wearing mask:
 - Medical exemption
 - Children who are under age 2;
 - Any person who is sleeping or unconscious, or who cannot otherwise remove the face covering on their own;
 - Any person with disability, or a physical or mental impairment, that prevents them from safely wearing a face covering;

- Any person who is deaf or hard of hearing and is actively communicating, or any person who is actively communicating with someone who is deaf or hard of hearing, and is able to maintain a safe distance of six feet from all individuals who are not members of that person's household;
 - Any person engaged in work that a state or federal regulator has concluded would make wearing a face covering a risk to their health or safety;
 - Any person who is seated and actively consuming food or beverage;
 - Any person who is obtaining a service that requires temporary removal of the face covering in order to perform the service;
 - Any person who is required to temporarily remove their face covering to confirm their identity or for security or screening purposes;
 - Any person who is giving a speech or broadcast to an audience and is able to maintain a safe distance of at least six feet from all individuals who are not members of the person's household;
 - Any person who is in a swimming pool or other body of water indoors;
 - Any person who is actively engaged in exercise while indoors in the settings described in this Order;
 - Any person who is engaged in a lawful activity where federal or state law prohibits wearing a face covering.
 - Any person who is in an enclosed room and no other individuals are located inside the enclosed room, other than individuals who are members of the person's household.
- We recommend distance of 3 feet for students and 6 feet for staff to students when possible *without changing the schedule or physical use of space in the school*. An example is to try to spread desks out as far as possible in each class. This recommendation should not prevent student group work, other instructional activities, having students at cap size in classes or eating and socialization during lunch. Student interaction is also essential to the well-being of our students. Students masked and at least three feet apart are not required to quarantine.
 - We recommend turning desks to face the same direction as much as possible.
 - Nonessential visitors, and volunteers should be limited.

Additionally, the following safety prevention strategies will be implemented:

- Frequent Handwashing
- Cleaning and Maintaining Healthy Facilities
- Isolation of students/staff at school who have a fever and/or symptoms of COVID including:

- Fever or feeling feverish (e.g., chills, sweating)
- New Cough
- Difficulty Breathing
- Sore Throat
- Muscle aches or body aches
- Vomiting or diarrhea
- New loss of taste or smell
 - *Individuals with any of these symptoms should stay home and be tested for COVID*
 - *It is expected that all staff and students report a positive COVID case immediately to their administration.*
 - *It is expected that the school health professional and administration work collaboratively to consider other factors before sending a student or staff member home.*
- COVID Testing (Testing may be done internally or through a referral to a testing facility to assist with the student/staff member staying in school and/or returning to school as soon as possible if he/she has symptoms or is required to quarantine. All testing will be voluntary)
- Unvaccinated individuals who are exposed to COVID are required to be quarantined (a close contact is someone who was within 6 feet of an infected person for a cumulative total of 15 minutes within a 24 hour period while the person was considered contagious)
 - Seating charts will be maintained for contact tracing
 - *Fully vaccinated individuals DO NOT need to quarantine unless they have symptoms*

District Transportation

- Required by the Center for Disease Control Order, clarified by the Kentucky Department of Education on 7/19/21: All students must wear masks on school buses at all times.
- Distancing of 3 feet is recommended if possible without interfering with bus routing.
- A driver does not need to wear a mask if they are the only person on the bus.

Human Resources

With KCSD's commitment to in-person classes for the 2021-22 school year and our focus on safety and well-being of all staff and students, staff are expected to report to work and perform assigned duties while following the guidelines and guidance provided. However, if a staff member is exhibiting symptoms of COVID-19 or other illness, the employee is expected to stay home and utilize existing leave balances if they are not well enough to telework, or in a position where telework is possible.

Should an employee be quarantined/isolated, some, but not all employee types may be eligible for telework depending upon the availability as determined by the immediate supervisor. After consultation with their supervisor, employees eligible for telework will be expected to do so while in quarantine/isolation unless they cannot perform their duties per KCSD Sick Leave Policies. Those able to work from home must have the technology and resources necessary to effectively perform their position, must fulfill their regular scheduled hours and days, and must be available for contact by any District stakeholder as needed throughout normal work hours. School Administrative Assistants will enter a "vacancy" in Frontline for teleworking employees if a sub is needed to be present in the classroom while the employee is attending class virtually. If, at any point, an employee becomes too ill to perform their duties, telework can be stopped and the employee can use their available leave balances.

Positions that will not be eligible for telework include, but are not limited to:

- Bus Drivers/Monitors
- Student Nutrition Workers
- Lunchroom Monitors
- Building Operations Support Staff
- Maintenance Staff

In the event an employee is unable to report to work, or telework because of a personal, active COVID-19 infection, the employee shall enter their absence into Frontline (as sick or personal leave initially), and complete the **Staff Questionnaire** (both Health Services and Human Resources will be in contact upon completion). In general, employees' available options to be absent from work (according to policies and regulations) due to COVID-19 infections could be:

- Sick Leave (03.1232 for certified / 03.2232 for classified)
- Personal Days (03.1231 for certified/ 03.2231 for classified)
- KCS D COVID Vaccinated Emergency Leave (not to exceed 10 days annually)
- In some unique circumstances, FMLA could apply

If an employee, whose job description does not allow them to telework, has been placed in quarantine due to COVID-19 exposure by a treating medical professional, a public health department, the Department for Public Health, or the Kenton County School District, the employee should:

- Enter sick and/or personal days into Frontline (to secure your substitute, initially)
- Report the quarantine to the supervisor
- Complete the **Staff Questionnaire**
- Documentation of quarantine is required to Human Resources
- Human Resources will be in contact to confirm your available absence day options for the quarantine:
 - Vaccinated employees, who do not have an active COVID-19 infection, will have all quarantine days converted to COVID Emergency Days (702 KAR 1:191E) by Human Resources upon the employee providing documentation of vaccination
 - Note: Vaccinated employees are defined as having received a COVID-19 vaccination prior to the quarantine period, present a statement from a treating medical professional that a disability prevents the employee from taking the COVID-19 vaccine, or is prevented from taking the COVID-19 vaccination based on sincerely held religious belief
 - Unvaccinated employees will utilize accumulated sick or personal days according to policy, unless they are eligible, and choose to participate in the **KCS D Test to Stay** program. Participation in this program could allow staff to avoid most, if not all, quarantine time and use of sick/personal days.
 - Note: Lack of appropriate accumulated leave balances could result in days of unpaid leave.

For additional clarification, please see [Employee Decision Matrix](#) .

COVID Data Tracking:

- The district will continue to monitor data regularly during the 2021-2022 school year to ensure we are making the very best decisions for our students, staff, families and community. Student/Staff COVID positives and quarantine numbers are accessible on the district website under the common clicks tab, just as they were last year. Additionally, the district tracks the following data regularly: KC Transmission Rate, Region 6 Hospitalization Data, and KY Cases by age range. All Data utilized is from the KYCOVID website and/or the local health department.

Athletics/Extra-Curricular Activities: All guidance in this document is applicable to athletics/extracurricular activities and athletics governed by KHSAA must follow their requirements.

Test to Stay: Test to Stay Program: The Kenton County School District has collaborated with Ethos Laboratories (Newport, KY) to create a COVID-19 testing program. This is a completely voluntary program that is supported by the state, so there is no cost to you or the school district.

- Participation in this program will help us achieve our goals of keeping our kids, staff, families and community safe and our kids in in-person learning.
 - All individuals meeting the Test to Stay criteria and considered to be exposed will be able to enroll in the test to stay program
 - Eligibility for the Test to Stay program includes participants must wear a mask indoors when at school for the entirety of the program, even if all test results are negative
 - If an individual has a mask waiver in place, wearing a mask while participating in the Test to Stay program is not required.
 - Individuals following the Test to Stay protocol who test negative will be able to remain in school and participate in any activities that are an extension of the school day to include Co/Extra-Curricular Activities
- Instructions and links to enroll in the program are located here [Ethos registration](#)
- You will have the ability to unenroll from the program at any time
- Click here for more information on [Test to Stay criteria/protocol](#)

Vaccination Reimbursement: PER KDE Vaccination Reimbursement Funding Incentive Plan: All KCS D full-part-time employees will receive \$100 if you are fully vaccinated now or by December 1st, 2021. Vaccinated individuals must show proof of full vaccination and KDE is fully reimbursing the district for this incentive.

Thank you to TEAM KENTON and all of our extended family for your continued unwavering support as we continue to navigate the COVID pandemic. We are ready for a world class 2021-2022 school year!

November 19, 2021