

Message from Jay Lutt, Superintendent
August 9, 2021
December 30, 2021 Updates in Red (pg. 2, 3 & 6)
July 19, 2022 Updates in Green (pg. 4)
July 17, 2024 - Updated
July 16, 2025 - Updated

To our Families, Employees, and Community Members:

Despite the pandemic, the Westwood School Board and I are very proud of the successful 2021-22 school year. Thank you for all the support from our staff and community. Everyone was extremely supportive and flexible as we dealt with the virus.

Below is our revised and tentative plan for the 2022-23 school year. As always, this is a fluid situation as we take guidance from federal, state and local public health agencies as well as from the Iowa Department of Education. The health and safety of our students, staff and larger community is always the epicenter of our decision making process.

We look forward to another highly successful year in 22-23! That will again take support and flexibility as we change the state of knowledge of the virus and the safety protocols needed. Welcome back!

Sincerely,
Jay Lutt, Superintendent

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INSTRUCTIONAL DELIVERY

Below is a table that defines the different learning options that we may use this year. These may change based on changing circumstances in our community.

Delivery Method	Description
Daily On-Site **This is the option Westwood will use unless local circumstances change.	<ul style="list-style-type: none"> ● Schools will be on site for all students Monday through Friday according to our normal calendar.
Hybrid **Westwood will <u>NOT</u> use this option unless local circumstances require a change and the hybrid option is approved by the Department of Education. This will be announced to families if it is necessary.	<ul style="list-style-type: none"> ● Students will be split into two groups based on last name. Groups will alternate location of instruction, with each attending on site approximately 50% of the week and through remote instruction approximately 50% of the week. ● Exact schedules will be announced at the time this method of instruction is announced. ● Students will continue to have access to high quality instruction and will be required to participate, attendance will be taken, work will be graded, and credit will be issued.
All students remote **This option will only be used if necessary due to local health conditions and must be approved by the Department of Education.	<ul style="list-style-type: none"> ● School operations are limited to virtual learning only for all students. Westwood teachers will provide this and parents will be informed of specific timelines and schedules for remote learning. <ul style="list-style-type: none"> ○ This may apply to only a classroom or other group of students based on quarantine directives from the Iowa Department of Public Health. ● The Learning Management System will be Google Classroom for all students. ● Students will continue to have access to high quality instruction and will be required to participate, attendance will be taken, work will be graded, and credit will be issued.

EMPLOYEE AND STUDENT HEALTH

Parents are asked to complete a brief health screening process at home before sending the student to school. The student should stay home if he/she is symptomatic or sick.

The following are considered high risk symptoms, and students or staff experiencing any one of them **MUST** stay home:

- New cough
- Shortness of breath
- Difficulty breathing
- New loss of taste or smell

The following are considered low risk symptoms. Students or staff experiencing any two or more of them **MUST** stay home:

- Fever of 100 or more
- Headache
- Sore throat
- Congestion
- Vomiting
- Fatigue
- Muscle/body aches
- Runny nose
- Nausea
- Diarrhea

If students are at school and are symptomatic they will be isolated in a separate health office. An adult will supervise the student until a parent arrives. **It will be the responsibility of the parent/guardian to immediately pick up the student from school.**

Our district nurse will work closely with the Siouxland District Health to determine the next steps. Parents are strongly encouraged to notify the school principal if a student or someone they have been in direct contact with tests positive for COVID-19.

Employees will follow the same self-administered pre-screening described above for students and **MUST** stay home if showing any of the listed symptoms. Employees may be required to take temperatures on site before reporting to work location.

Employees must notify their supervisor if they are experiencing symptoms of COVID-19, test positive for COVID-19 or are directly exposed to someone who tests positive for COVID-19.

Exclusion Guidance:

- Students that test positive should be excluded for 5 days with symptom onset date being Day 0.
 - If there were no symptoms, use the test date as Day 0.
 - Students returning to school on day 6 are not required to wear a mask for four days but it is recommended.

- People infected with COVID-19 are most infectious during the early point of the infection. Keeping them out of school for 5 days after symptom onset will get them through the early period when they are most likely to infect others.
- Students that are exposed to COVID should be excluded only if they are having symptoms or test positive themselves. If they become symptomatic, they should be home and consider getting tested.
- When COVID is confirmed in a classroom or team, parents of the other students may be informed to encourage them to monitor their own children for symptoms

ENHANCED SAFETY MEASURES

Physical Distancing (Social Distancing)

Physical distancing is one strategy to prevent potential infection. Westwood will employ physical distancing strategies to increase space between individuals when possible. 3-foot physical distancing is the CDC recommendation.

Face Coverings

Face coverings are optional for all Westwood employees, students, visitors, and volunteers. This includes on the bus. The district will support anyone wearing a face covering.

Cafeteria Protocols

Nutritious, high quality, healthy breakfast and lunch will be served according to typical federal nutrition program guidelines. Students will wash their hands or use hand sanitizer before meals and after meals.

Limiting group interaction

Students in grades PK-6 **may participate (depending on infection rates)** in a practice called “cohorting”. This means that students will remain in the same group for the entire day with very few exceptions. Special/exploratory teachers will either come to the students or the students will travel as a class to the specials/exploratory classroom. There may be exceptions for students receiving special services such as IEP services or Title I, as well as during music, intervention/enrichment, and PE, but these exceptions will be kept to a minimum. Cohort groups will eat lunch and have recess together.

Large group gathering restricted

Events during the school day that create large gatherings, such as pep rallies and assemblies, may be restricted or eliminated. Field trips will be evaluated to determine if they are essential to instruction and if they can be accomplished by alternate means. Non-essential field trips or those in which we cannot implement appropriate health and safety protocols may be restricted or eliminated.

Visitors and Volunteers

Westwood values its volunteers, and we look forward to welcoming them back into our school. For the safety of our staff, students, and the volunteers themselves, volunteer activities may be limited or restricted. Visitors to our buildings may also be restricted. All visitors and volunteers will follow all safety procedures implemented by Westwood, including screening, hand washing, and social distancing when interacting with students and staff.

Service providers

Outside service providers, including AEA staff and community providers will follow all safety procedures implemented by Westwood, including hand washing, social distancing, and other required measures when interacting with students and staff.

Entrance and Exit Procedures

Building principals will adjust entry and exit procedures to comply with physical distancing, handwashing, and other mitigation strategies. Specific practices will be customized for each school and may include designating building entrances by grade level, mapping traffic patterns through the school, or other measures deemed appropriate and necessary.

Cleaning and disinfection of materials

Enhanced cleaning and disinfection measures will be implemented to ensure the physical spaces, equipment, and materials staff and students come into contact with remain as clean and safe as possible. High touch surfaces such as doorknobs, handles, fixtures, etc. will be cleaned throughout the day. Restrooms will be monitored and cleaned more frequently throughout the day. All classrooms will be equipped with cleaning solution for student desktops and hand sanitizer. Students are encouraged to bring a water bottle for personal use throughout the day.

Classroom materials

Classroom materials will not be shared unless sanitized between student uses. Library books will be rotated through classrooms and sanitized/quarantined between groups.

Handwashing

Handwashing or use of hand sanitizer that contains at least 60% alcohol will occur at arrival, before and after eating, before entering a classroom, and at regular intervals throughout the day. Good hygiene practices will be encouraged and discussed in the classroom.

TRANSPORTATION AND BUS PROTOCOLS

Due to the high usage of bus transportation and the shortage of additional drivers or vehicles, six feet of physical distancing will not be possible on district buses. The following procedures will be required to improve the health and safety of our bus drivers and students.

- Students will be assigned seats on the bus. They will sit with other family members, and we will attempt to create distance by leaving empty seats between families when possible. This may not be possible on all buses depending on capacity limits and number of riders.
- Upon entering the school bus, every student will be required to sanitize their hands using hand sanitizer.
- School buses will be required to travel with the windows open if the weather permits to facilitate air flow.
- Bus operators, staff and students on buses are encouraged to wear masks on the bus.
- Students will NOT be allowed to ride a bus other than the assigned route(s). Guests will not be allowed on buses.
- Each school bus operator will be required to sanitize their school bus after each route.

Other COVID-19 information from Siouxland District Health Department:

-VACCINE - we have adequate and available COVID-19 vaccine for all individuals ages 5 and above. If you have residents asking about where to get vaccinated, then please direct them to the following website: [Find COVID-19 Vaccines](#) and by entering their zip code a list of available locations will come up. We are also holding regular clinics here at Siouxland District Health Department and appointments can be scheduled online. All locations listed provide the vaccine free of charge.

-TAKE HOME TEST KITS - if you have individuals interested in free COVID-19 testing, there are free COVID-19 test kits for Iowa residents available. Kits can be picked up at any of the following locations. These tests are PCR and they are accurate, fast, and free. The locations are:

- Siouxland District Health Department – 1014 Nebraska St. Sioux City
- Drilling Pharmacy – 4010 Morningside Ave. Sioux City
- Sergeant Bluff City Hall – 401 4th St. Sergeant Bluff
- Thompson Dean Drug – 911 W 7th St, Sioux City
- UnityPoint Sunnybrook Clinic – 5885 Sunnybrook Dr, Sioux City
- UnityPoint Sergeant Bluff Clinic- 319 Sergeant Square Dr, Sergeant Bluff
- Lewis Drug – 528 3rd St., Merville