



*EAGLE RIDGE ACADEMY*  
*2020-2021 SCHOOL YEAR PLAN*



Jason Ulbrich  
Eagle Ridge Academy  
Executive Director

## A Message from the Executive Director

Dear Eagle Ridge Academy Community,

The terms “new normal” and “it is what it is” are officially removed from my vocabulary. This year is simply the 2020-2021 school year. I personally have been grieving about the loss of so much of what I love about education that will be missing this year. I have observed this in my colleagues and in families [as well](#). I have made a commitment to the Eagle Ridge Academy [community](#) to work diligently and to have hope this year. Hope that we will come out of the 2020-2021 school year better educators, better parents, and better humans. This year is a trial and trials require perseverance; perseverance builds character; and character, hope. I encourage you to have hope this year!

At the start of COVID-19, the scientists and leaders told us that we are trying to:

1. Slow down the spread in order to not overwhelm the health care system;
2. Protect the medically fragile; and
3. Protect the elderly.

We can accomplish these three items by physically distancing, wearing a mask, washing our hands, and staying home when we are sick or showing symptoms. ERA staff have worked tirelessly this summer, as our top priority is to make our environment as safe as possible. We have accomplished that mission. Please take the time to read the Eagle Ridge Academy 2020-21 School Year Plan to learn how we have prepared and how we are able to work together to keep our staff and students safe and emotionally healthy.

Our second priority is to provide the highest quality Classical Education possible. Our plan is solid, yet difficult to implement. We ask for grace these first few weeks of school as our teachers have a steep learning curve and will learn through some trial and error. We are seeking progress, not perfection. I thank you for choosing to be part of the ERA family.

Go Gryphons!

Jason Ulbrich, Executive Director



Welcome back to school!

The first day of the 2020-2021 school year for grades K-12 will be Monday, August 31.

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More detailed information will be provided on Eagle Ridge Academy's website [www.eagleridgeacademy.org](http://www.eagleridgeacademy.org) as it becomes available. Please note: This information is subject to change throughout the school year as district practices and state guidance change.



# Determining a Safe Learning Scenario

Below is data from the [Minnesota Department of Health \(MDH\)](#) that is being used by Eagle Ridge Academy to direct which learning scenario we will be implementing during the 2020-2021 school year. We have also developed our own, more restrictive scale to direct which learning scenario we will be in depending on the number of cases per county.

The table below shows the number of cases from three counties in Minnesota where the majority of our students reside (Hennepin County, Carver County, and Scott County) over 14 days, per 10,000 people, by the date of specimen collection (when a person was tested). Case data will be updated by MDH every Thursday. We will communicate the new case data on our website and social media every Friday and will alert all families via email and text message if our learning scenario must change due to updated case data.

## Minnesota Department of Health Data

### Recommended policy options based on 14-day case rate range

Policy Option	Range (14-day case rate per 10,000 people)
In-person learning for all students	0 to less than 10
Elementary in-person, Middle/high school hybrid	10 to less than 20
Both hybrid	20 to less than 30
Elementary hybrid, Middle/high school distance	30 to less than 50
Both distance	50 or more

### 14-day case rate per 10,000 people by date of specimen collection

County Name	6/28 - 7/11	7/5- 7/18	7/12 - 7/25	7/19 - 8/1	7/16 - 8/8	8/2 - 8/15	8/9 - 8/22
Carver	19.92	21.61	19.02	18.12	16.23	17.83	18.42
Hennepin	18.01	21.81	23.77	24.17	22.32	19.94	19.56
Scott	19.81	22.11	22.88	26.78	26.16	22.74	19.53



# Determining a Safe Learning Scenario

## Eagle Ridge Academy 2020-21 Learning Scenario Guide

Policy Option	Range (14-day case rate per 10,000 people)
In-person Learning for all students	0 to 9
Full school in Hybrid Learning	10 to 29
Lower school in Hybrid Learning/Upper school in Distance Learning	30 to 39
Full school in Distance Learning	40 or more

*The table above is based upon the recommended MDE and MDH model, yet is more restrictive.*

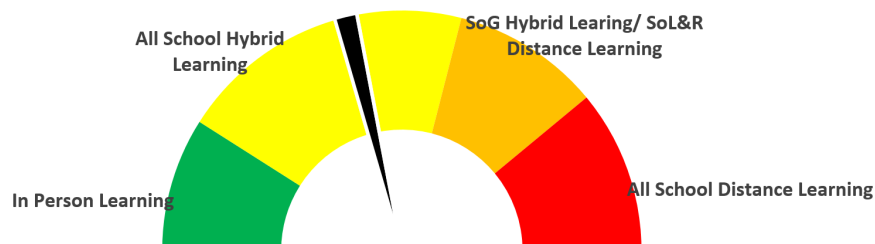
We will use the Minnesota Department of Health data for the three counties in which most of our students reside as our primary decision factor. Hennepin County will have the greatest impact on our decision as over 85% of our students reside in Hennepin.

The county level data will best determine the Learning Scenario. However, MDH may contact us regarding localized cases that impact the school specifically. We will then collaborate with MDH to determine a specific plan for our school.

We recommend that the base scenario for Eagle Ridge Academy is Hybrid Learning as that scenario has the greatest range and is the current recommendation.

The Eagle Ridge Academy Board of Directors approved the 2020-21 Learning Scenario Guide and the August 31 school start date in the Hybrid Learning scenario on August 11, 2020.

### 14-Day COVID-19 Case Rate per 10,000 People as of 8/20/20



Our COVID-19 Case Reporting Gauge Chart will be updated on [our website](#) and [social media](#) every Friday with the most recent data. Families will be alerted via email and text message if our learning scenario must change due to updated case data.



# Safety Precautions

The following is a summary of safety precautions that will be implemented during the 2020-2021 school year. The Academy will continue to follow the Centers for Disease Control and Prevention (CDC), Minnesota Department of Health (MDH), and Minnesota Department of Education (MDE) guidelines. Plans have been developed to allow us to pivot quickly and respond to changes in instructional, operational, and wellness models. The safety of our students and staff is our top priority.

## HEALTH AND HYGIENE

- CDC, MDH, and MDE guidelines will be followed.
- Parents must complete a Daily Health Screening in Silent Dismissal each morning prior to the start of school.
- Mandatory face coverings for students and adults - Students will receive one reusable black cloth face mask and staff will receive two. Coverings must be one solid color; Academy colors are encouraged.
- Maintain physical distancing – this will be reinforced with signage.
- Hand sanitizing stations and routine hand washing will be enforced in classrooms with sinks.
- Commonly touched surfaces will be sanitized at a minimum of two hour intervals and classrooms will not use community supplies.
- Facility will be cleaned thoroughly each night.
- Enhancement to air handling equipment will increase fresh air and improve filtration.
- Health Office will have a space to segregate students exhibiting symptoms.
- All air filters have a high capacity pleated filter with a MERV 13 rating.



## TRANSPORTATION

- Families are encouraged to transport their children to and from school if possible.
- Capacity of buses will be limited to 50 riders, and there will be one student per seat with the exception of family members.
- Seating will be assigned and the bus will be loaded from back to front.
- Students and bus drivers will wear face coverings while on the bus and buses will be sanitized between each route and deep cleaned daily.
- Buses will be released in a staggered manner to avoid high traffic as students enter the building and students will enter through different doors.



# Safety Precautions



## ARRIVAL AND DISMISSAL

- Dismissal of grades K-5 will be managed through Silent Dismissal.
- Staff will be on hand to facilitate drop off and dismissal; Parents will not be allowed into the building for drop off or dismissal.
- Signage, directional arrows, and stanchions may be used to direct students.
- Students will go straight to their classroom upon arrival and will exit the building as soon as they are released for dismissal. They will use different doors depending on grade level.
- Students will not be allowed in the building prior to 7:30 a.m. or after 3:30 p.m.



## LUNCH

- Individually packaged breakfast and lunch will be provided.
- Students will eat in small cohorts in alternate spaces and will utilize their personal plexiglass dividers and practice physical distancing while eating.
- Cell phones are no longer allowed at lunch to minimize the spread of germs.



## RECESS

- Students will participate in recess in small cohorts with a revolving schedule to alternate outdoor spaces.
- They will be encouraged to practice physical distancing but will not be required to wear face coverings.



## VISITORS

- Visitors will be limited to essential services and by appointment only.
- Visitors will provide contact information and follow all Academy protocol.



## FACILITIES

- Common space furniture moved to storage.
- No large group assemblies or in-person field trips.
- No water fountain use (only refill stations).
- All air filters have a high capacity pleated filter with a MERV 13 rating.



# COVID-19 Self-Screening

In accordance with the Minnesota Department of Health (MDH) and the Centers for Disease Control and Prevention (CDC) recommendations for COVID health screening, all staff and students must complete a COVID-19 Mandatory Survey every morning. The Mandatory Survey is required for all staff and hybrid students DAILY regardless of whether they will be in the building.

Staff members or students that exhibit symptoms related to COVID-19, have been exposed, or are presumed positive for COVID-19 will need to contact [Paula Kofflin](#), school nurse, PRIOR to coming to school to discuss next steps. Her phone number is 952.747.7760 ext. 1301. She will work with MDH to determine next steps based on the CDC and MDH guidance in symptomatic or positive cases of COVID-19.

Parents and staff can access the Mandatory Survey on the Eagle Ridge Academy [website](#). If we have not received your health screening by 7:00 a.m., you will receive a reminder text message to complete the screening.

Please see below for steps on completing the Mandatory Survey.

## Step 1:

Go to the Academy home page and click on Silent Dismissal

The screenshot shows the Eagle Ridge Academy website home page. At the top is the school's logo and navigation menu. The main content area is divided into three columns. The left column, 'QUICK LINKS', features a 'Silent Dismissal' link with a red notification icon and 'Infinite Campus Access' with two buttons for 'ACCESS PARENT PORTAL' and 'ACCESS STUDENT PORTAL'. The middle column, 'UPCOMING EVENTS', lists 'Kindergarten Assessments August 24 | Recurring Event (See all)', 'POSTPONED TO AUG 31: First Day of School | Grades 1-5 August 24 @ 8:00 am - 3:00 pm', and 'POSTPONED: All Seniors College Boot Camp August 24 @ 8:00 am - 3:10 pm'. The right column, 'LATEST NEWS', includes 'The Eagle Eye Newsletter June 4, 2020' and 'The Eagle Eye: 6/4/2020 June 5th, 2020' with a 'Read More >' link.





# Mandatory Survey Instructions

Step 2:


Select the Mandatory Survey

Silent Dismissal HELP LOG OUT

## Mandatory Survey

Nora Kofflin

School Information

	<b>Eagle Ridge Academy</b> 11111 Bren Road W. Minnetonka, MN 55343	Contact Karen Conner kconner@eagleridgeacademy.org 952-746-7760   952-746-7760 Ext. 1112
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Step 3:

Complete the survey questions

Silent Dismissal LOG OUT

Nora Kofflin

Select the students for which this survey applies

Designate which of the following **NEW** conditions that have occurred since the last time at school that **CANNOT** be attributed to another health condition?

A new cough	<input type="checkbox"/>
Shortness of breath	<input type="checkbox"/>
Fever (100.4°F or higher) or feeling feverish	<input type="checkbox"/>
Chills	<input type="checkbox"/>
A new sore throat	<input type="checkbox"/>
New muscle aches	<input type="checkbox"/>
New headache	<input type="checkbox"/>
New loss of smell or taste	<input type="checkbox"/>
Nausea	<input type="checkbox"/>
Vomiting	<input type="checkbox"/>
Diarrhea	<input type="checkbox"/>
Close contact in the past 14 days with person who has been diagnosed with COVID-19 OR someone who is waiting for COVID-19 test results	<input type="checkbox"/>

Please respond to these additional questions

I understand that my child's temperature will be taken when they come to school  Agree  Disagree

This child will **NOT** be attending school today

This child **WILL** be eating school lunch today

Submit Cancel

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# Learning Scenario Definitions

**Distance Learning** - students engaging in distance learning have access to appropriate educational materials and receive daily interaction with their licensed teacher(s).

**Hybrid Learning** - a combination of in-person and distance learning.

**LMS** - Learning Management System, an online tool used by grades K-12 to support access to learning and facilitate communication between home and school.

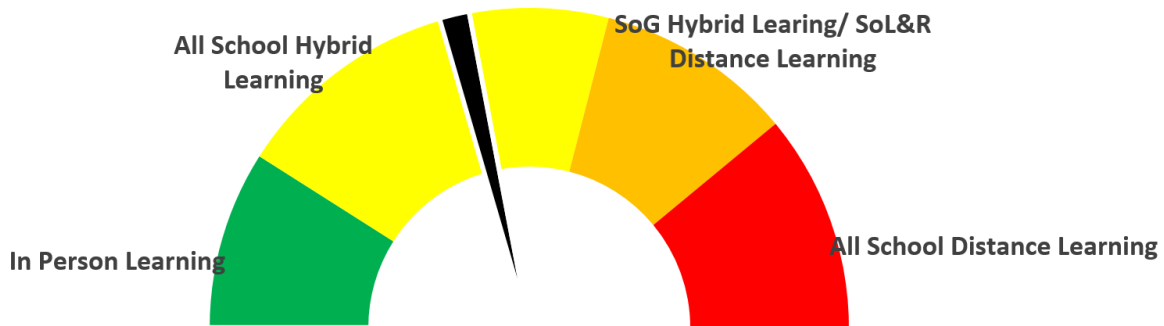
**Formative Assessment** - used to monitor student learning and give the teacher ongoing information they can use to adjust and improve instruction. Students may also use this data to help them better understand and grow in their learning; this is a less formal assessment (i.e. quizzes, a few questions at the end of lessons).

**Summative Assessment** - used to evaluate student learning at the end of an instructional unit by comparing it against some standard or benchmark; this is a more formal assessment (i.e. chapter or unit tests).



# Learning Scenarios 2020-2021

14-Day COVID-19 Case Rate per 10,000 People as of 8/20/20



## Eagle Ridge Academy Family Options:

- 1) Follow Eagle Ridge Academy's fluid implementation of In-Person, Hybrid, or Distance Learning scenarios, as we "turn the dial" and pivot between them as needed, according to state guidance and COVID-19 activity

OR

- 2) Under [MN Executive Order 20-82](#), all schools must offer an equitable Distance Learning option to all families who choose not to attend In-person or Hybrid Learning due to medical risks or other safety concerns. Families are not required to provide documentation of risks. Choose full-time Distance Learning if you prefer the certainty that your child's education will not include any in-person instruction. Families can opt-in to Distance Learning at any point during the school year with two days' advanced notice. To [move from Distance Learning to the Academy's current learning scenario](#) (may be Hybrid or In-person Learning), you must give the Academy one week's notice.

It is likely that Eagle Ridge Academy will implement all three of the following learning scenarios throughout the 2020-2021 school year.



# Learning Scenarios 2020-2021

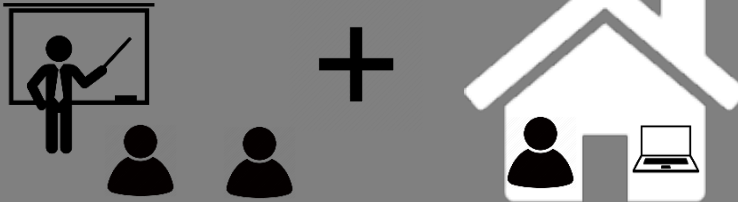
## Distance Learning

Students will learn at-home and receive daily live interaction with their licensed teacher(s). Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the [MN Safe Learning Plan](#). This year's program reflects improvements over last year based on staff, parent, and student feedback.



## Hybrid Learning

Students will learn through a combination of Distance Learning at home and In-person Learning at school, with strict social distancing and capacity limits.



## In-Person Learning

Students will attend school in the building every day with additional safety precautions, including practicing physical distancing where possible.



During Highest Risk

Most Restrictive

30 or more on Eagle Ridge Academy 2020-21 Learning Scenario Guide has Upper School in Distance Learning

40 or more on Eagle Ridge Academy 2020-21 Learning Scenario Guide has whole school in Distance Learning

During Medium Risk

Somewhat Restrictive

10 to 39 on Eagle Ridge Academy 2020-21 Learning Scenario Guide

During Lowest Risk

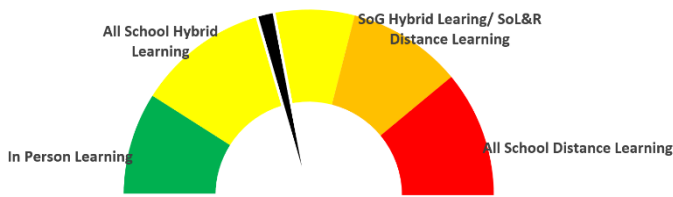
Least Restrictive

0 to 9 on Eagle Ridge Academy 2020-21 Learning Scenario Guide



# Distance Learning Scenario

14-Day COVID-19 Case Rate per 10,000 People as of 8/20/20



## Key Features – All Grade Levels

### Distance Learning

Students will learn at-home and receive daily live interaction with their licensed teacher(s). Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the [MN Safe Learning Plan](#). This year's program reflects improvements over last year based on staff, parent, and student feedback.



Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the [MN Safe Learning Plan](#). We will provide access and equity in the learning experience for our students. This year's program reflects improvements over last year based on staff, parent, and student feedback. We have strengthened our Distance Learning scenario so that we can provide an even more engaging virtual learning program with greater connections for all students.

#### Improvements include:

- Coordinated use of Learning Management System (LMS) Canvas
- Providing consistent expectations for classrooms to meet online together for daily live synchronous (online at the same time) interaction with the teacher
- Providing students with the skills needed to work independently
- Providing support for families and students, covering all aspects of online work
- Creating professional development for teachers to enhance their online teaching skills

#### Equitable Access to Technology

- Eagle Ridge Academy students that require a device will be issued an Academy-owned Chromebook and will have access to all Academy-provided online resources



# Distance Learning Plan

Under the direction of Governor Walz, schools will be following the [MN Safe Learning Plan](#) for the 2020-21 school year. We have developed this Distance Learning Plan under the guidance provided by the Minnesota Department of Education (MDE), Minnesota Department of Health (MDH), and the [Fall 2020 Task Force](#).

**The mission of Eagle Ridge Academy is to provide our students with a traditional, Classical education that demands their best in academic achievement, behavior, and attitude and challenges them to attain their highest potential.**

Eagle Ridge Academy will offer an academically rigorous, time-tested, Classical liberal arts curriculum that:

- Prepares students to be exemplary and knowledgeable citizens;
- Instills a life-long passion for learning;
- Values self-discipline, respect, perseverance, and achievement;
- Teaches truth, beauty, and goodness; and
- Fosters an appreciation for the United States of America and her unique role in the world.

Classical education is not just about *what* you learn, it's about *how* you learn. Especially now, a strong partnership among teachers, parents, and students is essential. Remote learning is an unexpected adventure. While nothing can replace your student's Eagle Ridge classroom experience, our mission and vision remain the same.

Our 2020-2021 learning plan is designed to preserve the most important elements of Classical instruction and learning through the stages of the Trivium. At Eagle Ridge Academy, inspiring joy in learning through chants and interactive discussions with teachers and peers on the foundational building blocks of knowledge, and the formation of character remains our promise.



# Distance Learning Plan Outline

## Our plan is focused on ensuring the following:

- Access for all students to the materials and supplies needed to complete the work.
- Support for students who currently receive Special Education, 504 Plan, and English Language services.
- Information, training, and resources for students, parents/guardians, and staff on Distance Learning expectations and how to use the platforms that students will need to do the work.
- Student engagement by monitoring activity levels and taking daily attendance.
- Protection of educational data.
- Services of school professionals such as the nurse, counselors, psychologists, and others who support students are provided.
- Plan of support for students who are not engaging and/or need assistance to complete assignments.

## Model:

During Distance Learning, students will be held to the same rigor, expectations, grading, and learning objectives as those that are participating in person. This will match hour to hour the instruction that students would receive in the face-to-face classroom. Attendance will be taken daily. ([Eagle Ridge Academy 2020-21 Roadmap to Reopening](#) p. 26)

Per our [2020-21 Roadmap to Reopening](#), opportunities for switching from distance learning to in-person learning will be provided on a bi-quarterly basis. One week's notice is required to move from distance learning to in-person learning. Two days' notice is required to move from in-person learning to distance learning. Please click [here](#) to find the switch request form.

Students are expected to wear their [school uniform](#) during school hours of Distance Learning. This is to help with routine and understanding the professional and serious learning environment.

## Content:

All Eagle Ridge Academy teachers will utilize the [Canvas learning management system \(LMS\)](#).





# Distance Learning Plan Outline

Teachers will provide schedules, lesson plans, assignments, and videos for students and parents via Canvas for students not attending school during their cohort week. Our usual communication channels, email and school phone will also be available for parents.

Teachers will plan lessons and assign work with learning objectives connected to Minnesota state or other content area standards. Teachers will be noting which assignments will be assessed. (\*Please note, as much as is possible, all synchronous lessons will be recorded and posted via Canvas to allow students to access the content at a later time if they are unable to attend class as scheduled.)

- Classroom and Specialist teachers will be planning and delivering mostly synchronous instruction in the following content areas using our current curricular programs:
  - Reading
  - Math
  - Writing (depending on grade level)
  - Social Emotional Learning and Community Connection
  - Latin
  - Physical Education
  - Music
  - Art
  
- Classroom teachers will be planning and delivering mostly asynchronous instruction in the following content areas using our current curricular programs:
  - Writing/Grammar (depending on grade level)
  - Grammar
  - Science
  - History & Geography

## Communication:

Teachers will be communicating lesson requirements to parents via our LMS, Canvas. Daily schedules will be provided by the assigned classroom teacher.

Should you need help accessing or using Canvas, please click [here](#) for the Zoom links to Canvas support meetings scheduled for August 25-August 27.

Daily interactive instruction will be provided for all students.





# Distance Learning Plan Outline

Teachers will monitor student work daily via synchronous lesson delivery and Canvas (submission of student assignments, etc.). Feedback will be given to students to help improve and support their learning. (\*Please note that not all subject areas will receive daily teacher feedback, dependent upon when things were assigned and due.)

Grades will be entered weekly into Infinite Campus.

Teachers will respond to parent/student questions within 24 work hours. (Weekends and holidays are not scheduled work hours for teachers.)

## **Student Connection & Community:**

Teachers will create daily office hours for students to request assistance. A school hotline will also be available to connect your child with a school adult to assist them with questions regarding assignments, etc. These tools will be available for each scheduled school day throughout the year, during school hours.

We are focused on providing as many synchronous community building and instructional opportunities as possible to allow for connection and depth of learning.

We will provide opportunities for supported student-to-student interaction.

Eagle Ridge Academy will offer childcare for students between the ages of 5-12 to Tier 1 Critical Workers. Should you have questions regarding school age child care, please email Student Program Specialist Isabelle Kofflin [ikofflin@eagleridgeacademy.org](mailto:ikofflin@eagleridgeacademy.org).

Eagle Ridge Academy will offer food service. Both breakfast and lunch will be available for In-person as well as Distance Learners. For more information on food service, including fees and menus, please click [here](#).

Questions related to COVID-19 can be addressed to [covid-19@eagleridgeacademy.org](mailto:covid-19@eagleridgeacademy.org).

## **Materials:**

If additional materials are needed or if there are problems accessing the necessary tools, families should contact the teacher and arrangements will be made to accommodate them.



# Distance Learning Plan Outline

Eagle Ridge Academy will distribute laptops to families that need devices. The goal is to achieve a ratio of 1:1. The Academy will deliver devices and/or materials to families that are unable to come to the building.

## Attendance:

Attendance will be recorded daily in Infinite Campus. We ask parents to email their child's classroom teacher and the attendance email, [attendance@eagleridgeacademy.org](mailto:attendance@eagleridgeacademy.org), if their child is too ill to participate in Distance Learning during any of our regularly scheduled school days, per our Eagle Ridge Academy [2020-21 Academic Calendar](#).

Students for whom no teacher has direct interaction on a given day are reported as absent for that day.

The following process will be used in instances where students have been absent for 3 or more consecutive days. The purpose of this process is to ensure that the school has done all it is able to ensure the necessary support and materials are in place for the student.

- Contact will be made with the family by the homeroom teacher to check on the student and ensure everything is okay.
- If contact is not able to be made, the student name will be passed to the Assistant Principal.
- Contact will be made by a designated school representative.
- Available support will be offered based on the student's/family's needs.
- Follow up call will be made in one week to ensure supports are working as planned.

## Grading:

Teachers will provide on-going individual feedback to students to support their learning.

Teachers will update grades in Infinite Campus on a weekly basis.

Assessment will focus on formative learning as much as possible. Summative assessment will be used when it's determined that formative will not best meet the educational purpose planned by the teacher.

Grades given at the end of a unit or course will include evidence of mastery with a focus on the student being given options for that evidence to be collected in a variety of ways.



# Distance Learning Plan Outline

Accommodations and modifications, along with staff support, will be put in place for individual students based on needs. Families are encouraged to let their teacher know if they have questions about this.

## Time Commitments:

Eagle Ridge Academy students engaged in Distance Learning will be participating in both synchronous and asynchronous instruction during the school day.

Our school day for Distance Learning begins at 8:00 a.m. and ends at 3:00 p.m. It is expected that, unless ill, students are logged in and participating in synchronous classes as communicated by their teacher each day. They will not need to be logged in for the entire day and will be given opportunities to take breaks, complete off-line assignments, etc.

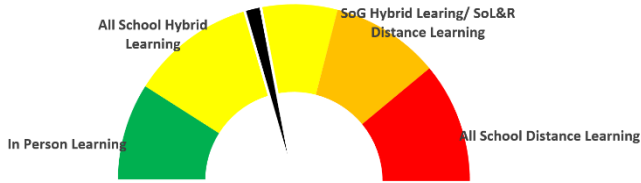
MDE has given a requirement for the minimum annual hours of instruction per grade level for the school year. Based on the Eagle Ridge Academy school calendar, this means that we are required to provide the approximate amount of instructional time as listed below. You should plan for your child to be 'at school' for this much time each day, yet they will not need to be logged in for the entire time.

- Kindergarten - 4 hours 45 min.
- First grade - Sixth grade - 5 hours 10 min.
- Seventh grade - Twelfth grade - 5 hours 40 min.
  - \*Please note these times do not include homework. It is anticipated that homework will take approximately the same amount of time as a typical school year (The 2020-21 Parent & Student Handbook, which will be released at the start of the school year, will provide more specific information on homework expectations.)
- If assignments or homework routinely take your child longer than estimated to complete, parents should notify the teacher immediately. Adjustments, additional supports, or other steps will be put in place.



# Hybrid Learning Scenario

14-Day COVID-19 Case Rate per 10,000 People as of 8/20/20



### Hybrid Learning

Students will learn through a combination of Distance Learning at home and In-person Learning at school, with strict social distancing and capacity limits.

The diagram illustrates the hybrid learning model as a combination of in-person learning (teacher at whiteboard, students) and distance learning (house with person and laptop).

## Key Features – All Grade Levels

Because of the need for physical distancing, every child cannot be at school at the same time.

### Guiding Principles:

- Ensure learning environments are safe for students and staff
- Provide as much time in school as possible
- Provide flexibility and additional time to support individual learning needs

### Required for In-Person and Hybrid Learning

- Masking Policy
- PPE for direct support student services
- Build routines of hygiene education & practices
- Daily cleaning and frequent cleaning of high touch surfaces throughout the day
- Building level COVID-19 program coordinator, with optional student counterpart
- Limiting nonessential visitors/volunteers/external groups
- Discontinue large gatherings/activities that do not allow for social distancing
- Monitoring and excluding for illness

### Required for Hybrid Learning

- Social distancing of 6 feet at all times in school buildings
- School facilities at 50% capacity
- Transportation at 50% capacity
- Sufficient staffing levels to meet the requirements of the model

Source: [MN Safe Learning Plan](#)



# Hybrid Learning Scenario

## Schedule

- Students will be divided into two cohorts: Team Lion and Team Eagle.
- Students will divide their time in the building by week, with Team Lion in the building on A weeks and Team Eagle in the building on B weeks.
- On A weeks, Team Lion will be in the school building Monday-Thursday for In-person Learning while Team Eagle is at home doing Distance Learning.
- On Fridays, all students and staff will be home in Distance Learning-supported work time. Students and staff may use this time to meet virtually one on one or in small groups, complete work from the week, prepare for the next week's transition, and more. This will allow for the building to be sanitized and all of the air in the building to circulate to prepare for the next group.
- On B weeks, Team Eagle will be in the school building Monday-Thursday for In-Person learning while Team Lion is at home doing Distance Learning.

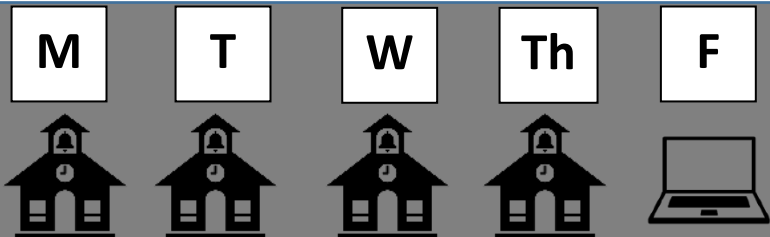
### Team Lion students will be in the building on A weeks.

On A weeks, Team Lion students will spend Monday-Thursday in the building, and Fridays at home in Distance Learning supported worktime. On B weeks, Team Lion students will spend Monday-Friday at home in Distance Learning.



### Team Eagle students will be in the building on B weeks.

On B weeks, Team Eagle students will spend Monday-Thursday in the building, and Fridays at home in Distance Learning supported worktime. On A weeks, Team Eagle students will spend Monday-Friday at home in Distance Learning.





# Hybrid Learning Tentative Schedule

Please view Eagle Ridge Academy's 2020-2021 Academic Calendar [here](#).

Important Information for the first two weeks of school:

**The 2020-2021 school year starts on Monday, August 31.**

**August 31-September 4 will be an A week, and Team Lion will be in the building Monday-Thursday.**



**Monday, September 7 is Labor Day, and a No School Day.**

**Tuesday, September 8-September 11 will be a B week, and Team Eagle will be in the building Tuesday-Thursday.**

**All students will be out of building in Distance Learning Friday, September 4 and Friday, September 11.**



AUGUST 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**3-4** New Staff Development  
**10-13** New Staff Development  
**17-28** All Staff Development  
**21** Staff Development, Half Day  
**31** First Day of School K-12  
**31-Sept. 2** Kindergarten Assessments

 Team Lion students will be in the building Monday-Thursday on A Weeks  
 Team Eagle students will be in the building Monday-Thursday on B Weeks

SEPTEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**7** No School, Labor Day

 Hybrid schedule subject to change throughout the school year. 



# Hybrid Learning Plan Outline

## Model:

Eagle Ridge Academy will be using an A week/B week Hybrid model. On A Week (Team Lion Week), A Group (Team Lion) students will be in the school building Monday-Thursday for In-person learning and will observe physical distancing requirements. During that week, B Group (Team Eagle) students will be at home doing Distance Learning. On Fridays, all students and staff will be at home in Distance Learning-supported work time and will be preparing for the following week's transition. When students are in the school building for In-person instruction, they will remain in their classroom cohorts as much as possible for instruction times, break times, and lunch and recess times.

## Content:

All Eagle Ridge Academy teachers will utilize the [Canvas learning management system \(LMS\)](#).



Teachers will provide schedules, lesson plans, assignments, and videos for students and parents via Canvas for students not attending school during their cohort week. Our usual communication channels, email, and school phone will also be available for parents.

Teachers will plan lessons and assign work with learning objectives connected to Minnesota state or other content area standards. Teachers will be noting which assignments will be assessed. (\*Please note, as much as is possible, all synchronous lessons will be recorded and posted via Canvas to allow students to access the content at a later time if they are unable to attend class as scheduled.)

- Classroom and Specialist teachers will be planning and delivering mostly synchronous instruction in the following content areas using our current curricular programs:
  - Reading
  - Math
  - Writing (depending on grade level)
  - Social Emotional Learning and Community Connection
  - Latin
  - Physical Education
  - Music
  - Art



# Hybrid Learning Plan Outline

- Classroom teachers will be planning and delivering mostly asynchronous instruction in the following content areas using our current curricular programs:
  - Writing/Grammar (depending on grade level)
  - Grammar
  - Science
  - History & Geography

## Communication:

Teachers will be communicating lesson requirements to parents via our LMS, Canvas. Daily schedules will be provided by the assigned classroom teacher.

Should you need help accessing or using Canvas, please click [here](#) for the Zoom links to Canvas support meetings scheduled for August 25-August 27.

Daily interactive instruction will be provided for all students.

Teachers will monitor student work daily via synchronous lesson delivery and Canvas (submission of student assignments, etc.). Feedback will be given to students to help improve and support their learning. (\*Please note that not all subject areas will receive daily teacher feedback, depending upon when things were assigned and due.)

Grades will be entered weekly into Infinite Campus.

Teachers will respond to parent/student questions within 24 work hours. (Weekends and holidays are not scheduled work hours for teachers.)

## Student Connection & Community:

Teachers will create daily office hours for students to request assistance. A school hotline will also be available to connect your child with a school adult to assist them with questions regarding assignments, etc. These tools will be available for each scheduled school day throughout the year, during school hours.

We are focused on providing as many synchronous community building and instructional opportunities as possible to allow for connection and depth of learning.

We will provide opportunities for supported student-to-student interaction.





# Hybrid Learning Plan Outline

Eagle Ridge Academy will offer childcare for students between the ages of 5-12 to Tier 1 Critical Workers. Should you have questions regarding school age child care, please email Student Program Specialist Isabelle Kofflin [ikofflin@eagleridgeacademy.org](mailto:ikofflin@eagleridgeacademy.org).

Eagle Ridge Academy will offer food service. Both breakfast and lunch will be available for In-person as well as Distance Learners. For more information on food service, please click [here](#).

Questions related to COVID-19 can be addressed to [covid-19@eagleridgeacademy.org](mailto:covid-19@eagleridgeacademy.org).

## Materials:

If additional materials are needed or if there are problems accessing the necessary tools, families should contact the teacher and arrangements will be made to accommodate them.

Eagle Ridge Academy will distribute laptops to families that need devices. The goal is to achieve a ratio of 1:1. The Academy will deliver devices and/or materials to families that are unable to come to the building.

## Attendance:

Attendance will be recorded daily in Infinite Campus. We ask parents to email their child's classroom teacher and the attendance email, [attendance@eagleridgeacademy.org](mailto:attendance@eagleridgeacademy.org), if their child is too ill to participate in Distance Learning during any of our regularly scheduled school days, per our Eagle Ridge Academy [2020-21 Academic Calendar](#).

Students for whom no teacher has direct interaction on a given day are reported as absent for that day.

The following process will be used in instances where students have been absent for 3 or more consecutive days. The purpose of this process is to ensure that the school has done all it is able to ensure the necessary support and materials are in place for the student.

- Contact will be made with the family by the homeroom teacher to check on the student and ensure everything is okay.
- If contact is not able to be made, the student's name will be passed to the Assistant Principal.
- Contact will be made by a designated school representative.
- Available support will be offered based on the student's/family's needs.
- Follow up call will be made in one week to ensure supports are working as planned.



# Hybrid Learning Plan Outline

## Grading:

Teachers will provide on-going individual feedback to students to support their learning.

Teachers will update grades in Infinite Campus on a weekly basis.

Assessment will focus on formative learning as much as possible. Summative assessment will be used when it's determined that formative will not best meet the educational purpose planned by the teacher.

Grades given at the end of a unit or course will include evidence of mastery with a focus on the student being given options for that evidence to be collected in a variety of ways.

Accommodations and modifications, along with staff support, will be put in place for individual students based on needs. Families are encouraged to let their teacher know if they have questions about this.

## Time Commitments:

Eagle Ridge Academy students engaged in Distance Learning will be participating in both synchronous and asynchronous instruction during the school day.

Our school day for Distance Learning begins at 8:00 a.m. and ends at 3:00 p.m. It is expected that, unless ill, students are logged in and participating in synchronous classes as communicated by their teacher each day. They will not need to be logged in for the entire day and will be given opportunities to take breaks, complete off-line assignments, etc.

MDE has given a requirement for the minimum annual hours of instruction per grade level for the school year. Based on the Eagle Ridge Academy school calendar, this means that we are required to provide the approximate amount of instructional time as listed below. You should plan for your child to be 'at school' for this much time each day, yet they will not need to be logged in for the entire time.

- Kindergarten - 4 hours 45 min.
- First grade - Sixth grade - 5 hours 10 min.
- Seventh grade - Twelfth grade - 5 hours 40 min.



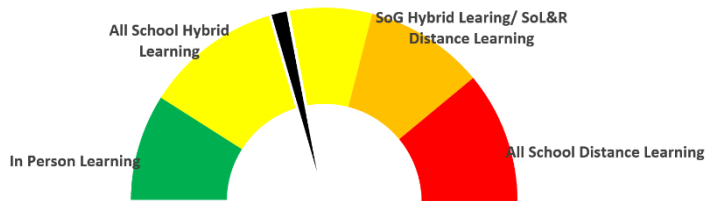
# Hybrid Learning Plan Outline

- \*Please note these times do not include homework. It is anticipated that homework will take approximately the same amount of time as a typical school year (The 2020-21 Parent & Student Handbook, which will be released at the start of the school year, will provide more specific information on homework expectations.)
- If assignments or homework routinely take your child longer than estimated to complete, parents should notify the teacher immediately. Adjustments, additional supports, or other steps will be put in place.



# In-Person Learning Scenario

14-Day COVID-19 Case Rate per 10,000 People as of 8/20/20



## In-Person Learning

Students will attend school in the building every day with additional safety precautions, including practicing physical distancing, where possible.



## Key Features – All Grade Levels

### In buildings, every school day

- Your child will have high-quality and engaging teacher-led Classical instruction 5 days a week.

### Class Instruction

- To the greatest extent possible, instruction will look and feel like it did prior to the COVID-19 pandemic.

### Building Relationships

- The first few weeks will have a strong focus on building relationships, identifying learning gaps from last spring and summer, and helping students feel engaged and connected to their school.



# Transportation

## Academy Provided Transportation

### Student Capacity

- For In-Person learning, the maximum capacity of buses will be limited to 50 riders. However, Eagle Ridge Academy will only seat one student per each of the 25 seats on the school bus, with the exception of siblings, who will sit together.
- Assigned seating will be required in a manner that loads the bus from back to front.

### Health and Safety

- The state requires face coverings for bus drivers and students in kindergarten through grade 12. Face coverings that cover both the nose and mouth must be put on prior to arriving at the bus stop and entering the bus, and must be worn at all times while on the bus and exiting the bus.
- Students and drivers must complete the daily health screening prior to boarding the bus.
- Buses will be sanitized between each route and deep cleaned and sanitized in accordance with the guidelines established by the Metropolitan Transportation Network.

### Arrival

- Buses will be released upon their arrival at the Academy in a staggered manner to avoid high traffic as students enter the building.
- School of Grammar students will enter the building through the designated door at Door 2.
- School of Logic students will enter the building through Door 3.
- School of Rhetoric students will enter the building through the designated door at Door 4.



# Transportation

## Self-Transportation

### Key points:

- Parents are encouraged to provide transportation for their children if possible.
- Grade K-5 students will have pick-up numbers. Grade 6-12 students will not.
- Parents will not be allowed into the building during drop off or prior to pick up.
- Eagle Ridge Academy staff will assist students to the classroom in the morning and to the parents at the end of the day, once they are released in Silent Dismissal.
- During drop-off, children must be wearing their face coverings prior to exiting their vehicles and leave them on while entering the building.
- During pick-up, children must leave on their face coverings until they have entered their vehicle.

When picking up after school, parents will have two options as to how to receive students: parking lot pick-up lane or pick-up outside of Door 2. Read below to see how the process for each option will work. Please note that the process is different for students in grades K-5 and in grades 6-12. Grade K-5 students will have pick-up numbers. Grade 6-12 students will not. Please be respectful to our staff; they are here for the safety of your children.

In order to comply with the physical distancing guidance and to minimize the risk of congestion during drop off and pick up, the following changes in drop off/ pick up have been implemented. Drop off and pick up doors will be identified by the school in which the child is attending. Parents will not be allowed into the building during drop off or prior to pick up. Academy staff will assist students to the classroom in the morning and to the parents at the end of the day, once they are released in Silent Dismissal.

### School of Grammar (Grades K-5) Students

Doors to the school open at 7:30 a.m. Students in grades K-5 will be released at 3:00 p.m.

### Schools of Logic & Rhetoric (Grades 6-12) Students

Doors to the school open at 7:30 am. Students in grades 6-12 will be released at 3:10 pm.



# Transportation

## **A.M. Drop-Off:**

1. When entering the parking lot through the west entrance, drive straight ahead to enter the carpool lane, alternating with those coming from the north entrance (marked on map).
2. When entering the parking lot through the north entrance, follow directional arrows by turning right, left, and then left again to enter the carpool lane, alternating with those coming from the west entrance (marked on map).
3. Drive forward to enter the curbside drop-off lane (right lane) and pull to the curb, letting your student out. Please move ahead as far as possible to fill in gaps in this lane. Students will only be allowed to exit cars in this lane, not the passing lane (left lane); children must exit from the passenger side of the car, wearing a face covering.

School of Grammar Students (K-5) will enter through Door 2.

School of Logic Students (6-8) will enter the building through Door 3.

School of Rhetoric Students (9-12) will enter through the designated door at Door 4.

4. Once you have dropped off your student, exit the parking lot by merging to the passing lane (left lane) and following signals out of the parking lot.

If you must get out of your car to unload your child during carpool, you must utilize the parent parking option rather than parking in the carpool lane. If you park, you must have your child walk into the building using crosswalks. Do not drop off your child in this area from an idling car. When walking your child to the door, face coverings and physical distancing are required.



# Transportation

## School of Grammar (Grades K-5) P.M. Parking Lot Pick-Up

1. Have your child's pick-up number displayed in your car window as you enter the ERA parking lot through the west or north entrances, alternating carpool lane entry as needed (marked on map).
2. Drive forward to enter the curbside pick-up lane (same as drop-off) and pull to the curb to wait for your student (we will have called your number by the time you get to the curb). Please move ahead as far as possible to fill in gaps in this lane. Please note, this zone is for pick-up and drop-off only. Cars parked for an extended period of time will be asked to move to expedite the process for all.
3. Once you've retrieved your student, pull into the passing lane (left) and exit the parking lot.

## School of Grammar (Grades K-5) P.M. Pick-Up at School Entrance

1. Park in a designated parent parking space. Do not park in the handicapped stall without a permit.
2. Face coverings and physical distancing are required.
3. Wait outside of the door of the Main Entrance (Door 2).
4. Communicate your child's pick up number to the supervising staff member.
5. Your child will be called from their classroom to meet you outside of door 2.

## Schools of Logic & Rhetoric P.M. Pick-Up

1. Enter the ERA parking lot through any entrance.
2. Park in the designated "Parent-Parking" spaces (see map). Your student is then able to walk out to your car using the crosswalks in the parking lot. School of Logic Students will exit through Door 3, School of Rhetoric Students will exit through the designated door at Door 4.
3. Once you have retrieved your student, exit the parking lot.

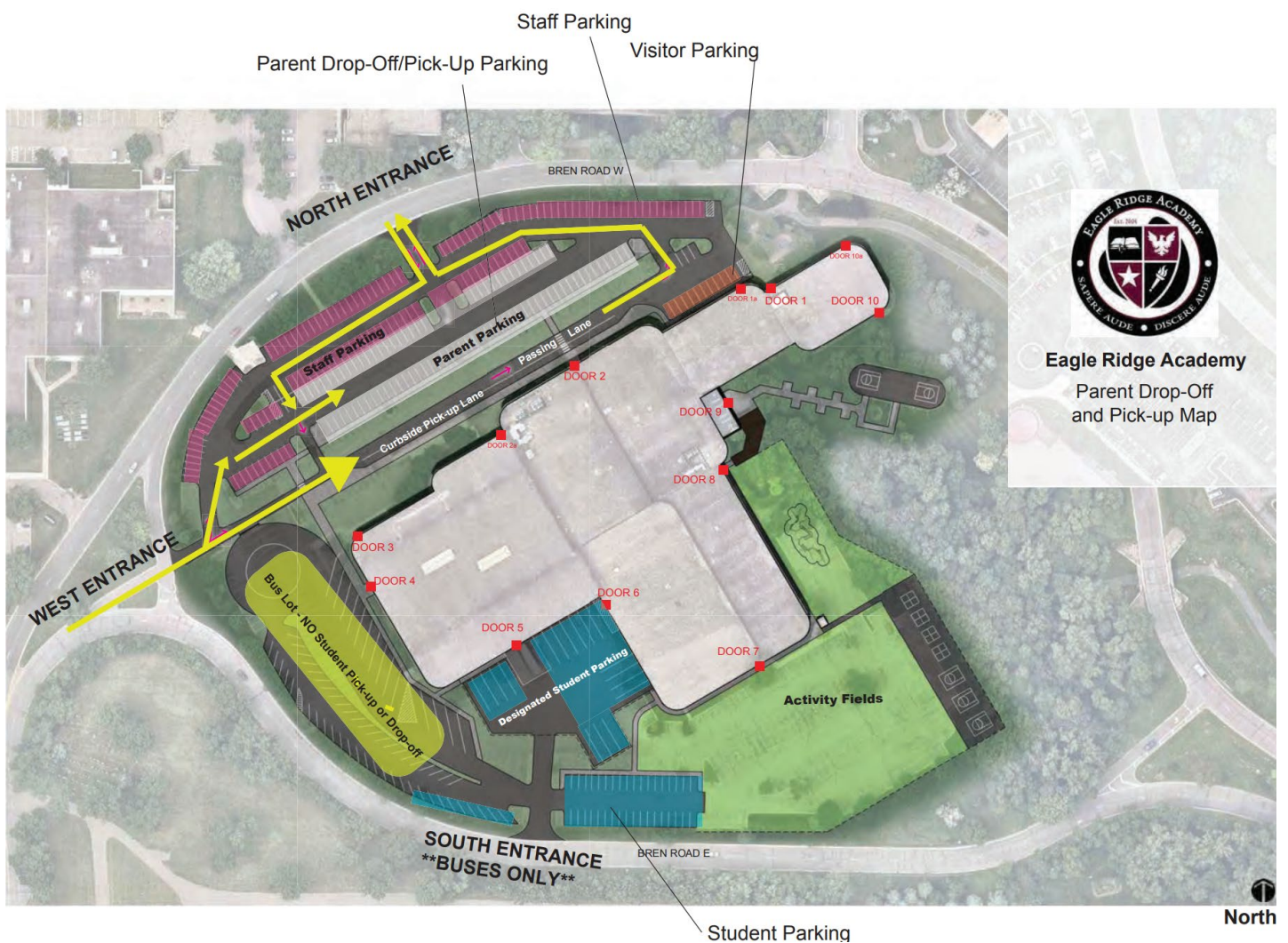




# Transportation

Click [here](#) to view the Transportation page on our website.

Click [here](#) to view the parking lot map on our website.



**Eagle Ridge Academy**  
Parent Drop-Off  
and Pick-up Map



# Food Services

Eagle Ridge Academy will continue to provide breakfast and lunch food service. For more information on food services at Eagle Ridge Academy, please visit [this](#) web page.

## Distance Learning

- Students will have the opportunity to receive meals for the days that they are Distance Learning outside of the school building.

## Hybrid Learning

- Students will have the opportunity to receive meals for the days that they are Distance Learning outside of the school building.

## In-person Learning

Breakfast and lunch will be available to students on-site daily. Meals will be individually pre-packaged.

- Students will come to the cafeteria to pick up meals on a staggered schedule to allow for physical distancing.
- Students will eat in small cohorts in alternate spaces and will utilize their personal plexiglass dividers and practice physical distancing while eating.
- Physical distancing decals will be used on the floors in the cafeteria.
- Food services staff will wear face coverings and gloves.
- Students will wash hands before food service and after food service.
- Hand sanitizer will be available in the serving lines.
- Cell phones will no longer be allowed at lunch to minimize the spread of germs.

## 2020-21 Food Service Prices:

Breakfast (K-12) – \$2.00

K-5th Grade Regular or Vegetarian Lunch – \$3.25

6th -12th Grade Regular or Vegetarian Lunch – \$3.60

Allergen Meal – \$3.75 (Gluten-Free Meals)

Milk / Juice – \$.50

Adult Meal – \$3.75

Free and Reduced-Price Lunch assistance is available. [Applications](#) are available on our website. Applications must be filled out for each school year the assistance is needed.



# Special Services

Special Education, 504 Plans, English Learners, and Intervention services will be included in the learning minutes for the day. General Education teachers are responsible for providing modifications and accommodations as outlined in a student's IEP or 504 Plan. Please work with Special Education case managers for IEP-related questions, General Education teachers/ 504 Coordinator for 504-related questions, and English Learner teachers for program specific questions.

Students receiving special services, such as Special Education students, multilingual learners, and speech, reading, and math support, may have more days in classrooms than the basic Hybrid schedule outlines. Staff and/or student schedules may be redesigned to provide access to individualized learning to meet IEP needs and to maintain health and safety guidelines.

## Special Education

Special Education case managers will be connecting with families prior to the start of school to review individual services. Special Education case managers will be working with families and closely monitoring growth on IEP goals. Changes in special education services will be reviewed by the IEP team and agreed upon before implemented.

The district will follow the Guidance for Delivering Direct Student Support Service regarding staff protective equipment for all students who need personal and/or medical care.

## Section 504 Plans

General Education teachers will be notified about individual student 504 plans and will be responsible for fulfilling accommodations. The 504 Coordinator will be available for support and consultation. Plans may be revised upon new needs that arise from the different learning models.

## Interventions

Regardless of the learning model, students who meet criteria for interventions will continue to receive support with a qualified interventionist. Interventionists will collaborate with General Education teachers to foster skill growth across settings.

## English Learners

Regardless of the learning model, English Learners will continue to receive language development services. Service and support will be personalized based on individual students' English language proficiency. General education teachers and English Language teachers will collaborate to ensure equal access to grade-level standards.



# ERA Athletics

The Minnesota State High School League (MSHSL) is moving forward with fall sports and activities. Registration is now open for [Boys and Girls Soccer](#) and Cross Country. Practices started August 17, but registration has been extended due to COVID-19. Gryphon Youth Sports registration is open with September start dates. Register for both [here](#). The Eagle Ridge Academy Activities Department will be working to adjust game schedules and create protocols for practice, games, transportation, and crowds in compliance with Minnesota Department of Health and the Minnesota Department of Education guidance.

## **MSHSL fall decision**

The Minnesota State High School League (MSHSL) Board of Directors voted to move forward with Boys and Girls Soccer and Boys and Girls Cross Country this fall while districts are operating in In-Person Learning or during Hybrid Learning. Students who opt into the full-time Distance Learning will be eligible for ISD 4122 co-curricular activities. Football and Volleyball will move to a “skinny” season between our traditional winter and spring seasons.

## **Status of Fall Sports & Activities**

The MSHSL approved plan includes starting most fall sports on August 17 but with several modifications including: safety recommendations for practice and game play, crowd limitations, and guidelines for transportation as well as games, and length of season reductions. The MSHSL is asking all schools to follow the COVID-19 Sports Guidelines for Youth Sports created by the MN Department of Health (MDH). If schools enter into a mandatory Distance Learning model due to active cases recorded by the county in which the school district resides, all co-curricular activities will be suspended for that school.

## **Transportation**

We will follow MN MDH guidelines in terms of how many athletes will be allowed on a bus at a time (50% capacity during hybrid learning, 100% capacity during in-person learning). Face coverings will be required when traveling on a district school bus. More information will be distributed to registered members of our teams as soon as possible.





# Child Care and After School Care - TEL

**Eagle Ridge Academy will provide child care for school age children up to 12 years of age for Tier 1 Critical Care Workers. The deadline to request care for the start of the school year was August 17, 2020. If you are a Tier 1 Critical Care Worker that requires child care, please contact Student Program Specialist [Isabelle Kofflin](#).**

## Tier 1 Critical Care Workers

The State of Minnesota has created a list of critical and essential workers who are required to receive free child care during school hours from their school district. Tier 1 workers include employees from these fields:

- Health Care and Public Health
- Law Enforcement, Public Safety, and First Responders
- Food and Agriculture
- Judicial Branch (essential workers)
- National Guard (activated under Governor Walz)
- Educators and School Staff Providing In-person Instruction or Caring for Children of Critical Workers
- Child Care and School Age Care Providers

## TEL (The Eagle's Lair)

### **2020-21 Registration – Due August 31, 2020**

Enrollment is open for K-6 Eagle Ridge Academy students only. Complete the electronic registration form and submit online. The annual registration fee is \$20 per student (\$40 per family). Contact the TEL supervisor with your attendance needs and the supervisor will enter in the fee. There will be an additional late registration fee of \$10 per student (\$20 per family) for those not registered by Monday, August 31, 2020. Pay online when completing the annual registration form or write check out to Eagle Ridge Academy and include "TEL" in the memo. The online registration form needs to be completed prior to the first day of attendance to ensure we are aware of any health/behavioral concerns.



### **TEL Daily Rate: \$15/child per day or \$8.50/day for TEL care after an activity club**

Families will be billed online via Infinite Campus at the end of the month. You can pay online via Infinite Campus, cash, or check written out to Eagle Ridge Academy.



# Student Support

## Mental Health Support at Eagle Ridge Academy

Eagle Ridge Academy is dedicated to supporting the mental health of all students and families. The goal of the Counseling Department is to provide developmentally appropriate and data-driven interventions to support students' academic success, social-emotional growth, and college/career readiness. These goals are met through classroom lessons, small group counseling, and individual counseling. The counselors and Student Support Interventionists also provide ongoing professional development to the staff to best support students in the classroom.

## Classroom Lessons

Counselors and Student Support Interventionists deliver lessons to students on social-emotional learning. These lessons are supported by a research-based curriculum called Second Step and cover topics like bullying prevention, kindness, and the Eagle Ridge Academy Pillars.

## Individual Counseling

Eagle Ridge Academy offers individual counseling for all grade levels. Counselors are trained to support students' academic, social-emotional, and career growth. Please reach out to the Counseling Department if you feel the need for support. ERA counselors can also provide referrals for mental health support in the community if needed.

## Small Group Counseling

Our goal for students is to feel like they belong and can contribute at school. In order to achieve this, small groups are offered to students who may benefit from spending extra time developing academic, social, or emotional skills along with their peers, and to students who are coping with similar life situations.

## COVID-19

All counseling and mental health supports will continue to be available for students and families in the Hybrid and Distance Learning options.

## Counseling and Student Support Team

Nicole Cecka	9-12 Counselor	<a href="mailto:ncecka@eagleridgeacademy.org">ncecka@eagleridgeacademy.org</a>
Jean Soule	6-8 Counselor	<a href="mailto:jsoule@eagleridgeacademy.org">jsoule@eagleridgeacademy.org</a>
Zac MacLean	K-5 Counselor	<a href="mailto:zmaclean@eagleridgeacademy.org">zmaclean@eagleridgeacademy.org</a>
Melissa Madson	Student Support Interventionist	<a href="mailto:mmadson@eagleridgeacademy.org">mmadson@eagleridgeacademy.org</a>



# Whom to Contact

For questions about:	Contact:
Course, assignment, or resource inside of Canvas	Class Instructor's email found in our <a href="#">Staff Directory</a>
Score or grade on an assignment in Canvas or Infinite Campus	Class Instructor's email found in our <a href="#">Staff Directory</a>
Canvas	<a href="http://www.eagleridgeacademy.org/students-and-families/canvas/">www.eagleridgeacademy.org/students-and-families/canvas/</a> *Canvas log in information coming soon
Infinite Campus	<a href="mailto:jgerheart@eagleridgeacademy.org">jgerheart@eagleridgeacademy.org</a>
An academic issue or other issues related to any of the learning scenarios	School of Grammar: <a href="mailto:mmeyers@eagleridgeacademy.org">mmeyers@eagleridgeacademy.org</a> Schools of Logic & Rhetoric: <a href="mailto:romellep@eagleridgeacademy.org">romellep@eagleridgeacademy.org</a>
Student mental health or general well-being concern	School of Grammar: <a href="mailto:zmaclea@eagleridgeacademy.org">zmaclea@eagleridgeacademy.org</a> School of Logic: <a href="mailto:jsoule@eagleridgeacademy.org">jsoule@eagleridgeacademy.org</a> School of Rhetoric: <a href="mailto:ncecka@eagleridgeacademy.org">ncecka@eagleridgeacademy.org</a>
Access to internet or technology devices	<a href="mailto:sbloomgren@eagleridgeacademy.org">sbloomgren@eagleridgeacademy.org</a>
Special Education	<a href="mailto:adahlstrom@eagleridgeacademy.org">adahlstrom@eagleridgeacademy.org</a>
504 Plans	<a href="mailto:dkuneck@eagleridgeacademy.org">dkuneck@eagleridgeacademy.org</a>
English Learners	<a href="mailto:hstrand@eagleridgeacademy.org">hstrand@eagleridgeacademy.org</a>
Students diagnosed with, or exposed to, COVID-19 and other health concerns	<a href="mailto:pkofflin@eagleridgeacademy.org">pkofflin@eagleridgeacademy.org</a>
Child Care and TEL	<a href="mailto:ikofflin@eagleridgeacademy.org">ikofflin@eagleridgeacademy.org</a>
Food Services	<a href="mailto:bradtke@eagleridgeacademy.org">bradtke@eagleridgeacademy.org</a>
Attendance (including reporting an absence)	<a href="mailto:attendance@eagleridgeacademy.org">attendance@eagleridgeacademy.org</a>
Update family contact information	<a href="mailto:jgerheart@eagleridgeacademy.org">jgerheart@eagleridgeacademy.org</a>
Transportation	<a href="mailto:kconner@eagleridgeacademy.org">kconner@eagleridgeacademy.org</a>

**Address:** [11111 Bren Road W, Mkta, MN 55343](#)

**Facebook:** [Eagle Ridge Academy](#)

**Phone number:** 952.747.7760

**Instagram:** [@eagleridgeacademy](#)

**Website:** [eagleridgeacademy.org](http://eagleridgeacademy.org)

**Twitter:** [@eagleridgeacad](#)



# CDC Home Screening for Students

## Daily Home Screening for Students

*Parents: Please complete this short check each morning and report your child's information [INSERT YOUR SCHOOL REPORTING INSTRUCTIONS] in the morning before your child leaves for school.*

### SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
<input type="checkbox"/>	Sore throat;
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever.

### SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19: OR
<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to SARS-CoV-2; OR
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the <a href="#">Community Mitigation Framework</a>
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Live in areas of high community transmission (as described in the <a href="#">Community Mitigation Framework</a> ) while the school remains open



CS 318258-B 01/24/2020

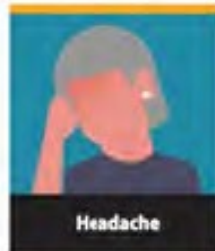
[cdc.gov/coronavirus](https://cdc.gov/coronavirus)





# Please read before entering.

If you have 2 or more of the following symptoms...



Please go directly to the school's designated waiting area.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



# CDC Screening

**THE SCREENING YOU COMPLETED INDICATES THAT YOU MAY BE AT INCREASED RISK FOR COVID-19**

**IF YOU ARE NOT FEELING WELL, WE HOPE THAT YOU FEEL BETTER SOON!**

**Here are instructions for what to do next**

**1**

If you are not already at home, please avoid contact with others and go straight home immediately.

**2**

Call your primary care provider or CDC's Occupational Health Clinic\* for further instructions, including information about COVID-19 testing.

**3**

Contact your supervisor (if you are an employee) or your contracting company (if you are a contractor) to discuss options for telework and/or leave.

Before going to a healthcare facility, please call and let them know that you may have an increased risk for COVID-19.

**In case of a life-threatening medical emergency, dial 911 immediately!**

## RETURNING TO THE WORKPLACE



**If you have had symptoms consistent with COVID-19 or have tested positive for COVID-19, DO NOT** physically return to work until you get a medical evaluation and are approved to return to a work setting by your medical provider or—if you are involved in a CDC response—a CDC occupational health clinician.\* Please call your supervisor to discuss when to return to work. Read more about when it is safe to be around others at <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>.



**If you have a chronic medical condition that causes COVID-19-like symptoms** and you need to access a CDC facility within the next few days, please call CDC's Occupational Health Clinic at 404-639-3385 to determine whether you can safely be granted access to a CDC facility.



**If you have been in close contact with someone with COVID-19** you should stay home and self-quarantine for 14 days before returning to work. Read more about when you should be in isolation or quarantine at <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html>.



**If you are currently isolating or quarantining because of concerns about COVID-19 OR you have a COVID-19 test pending**, please contact your primary care provider or CDC's Occupational Health Clinic\* for guidance on when you can return to work.

If you have additional questions about when you can return to work, please email [OSSAM@cdc.gov](mailto:OSSAM@cdc.gov). For information about COVID-19 and basic instructions to prevent the spread of disease, visit CDC's COVID-19 website at <https://www.cdc.gov/covid19>.

\*If you are assigned to the COVID-19, Ebola, or Polio responses, or work in a lab, call CDC's Occupational Health Clinic at 404-639-3385 instead of your primary care provider for next steps. DO NOT physically go to a CDC Occupational Health Clinic location.



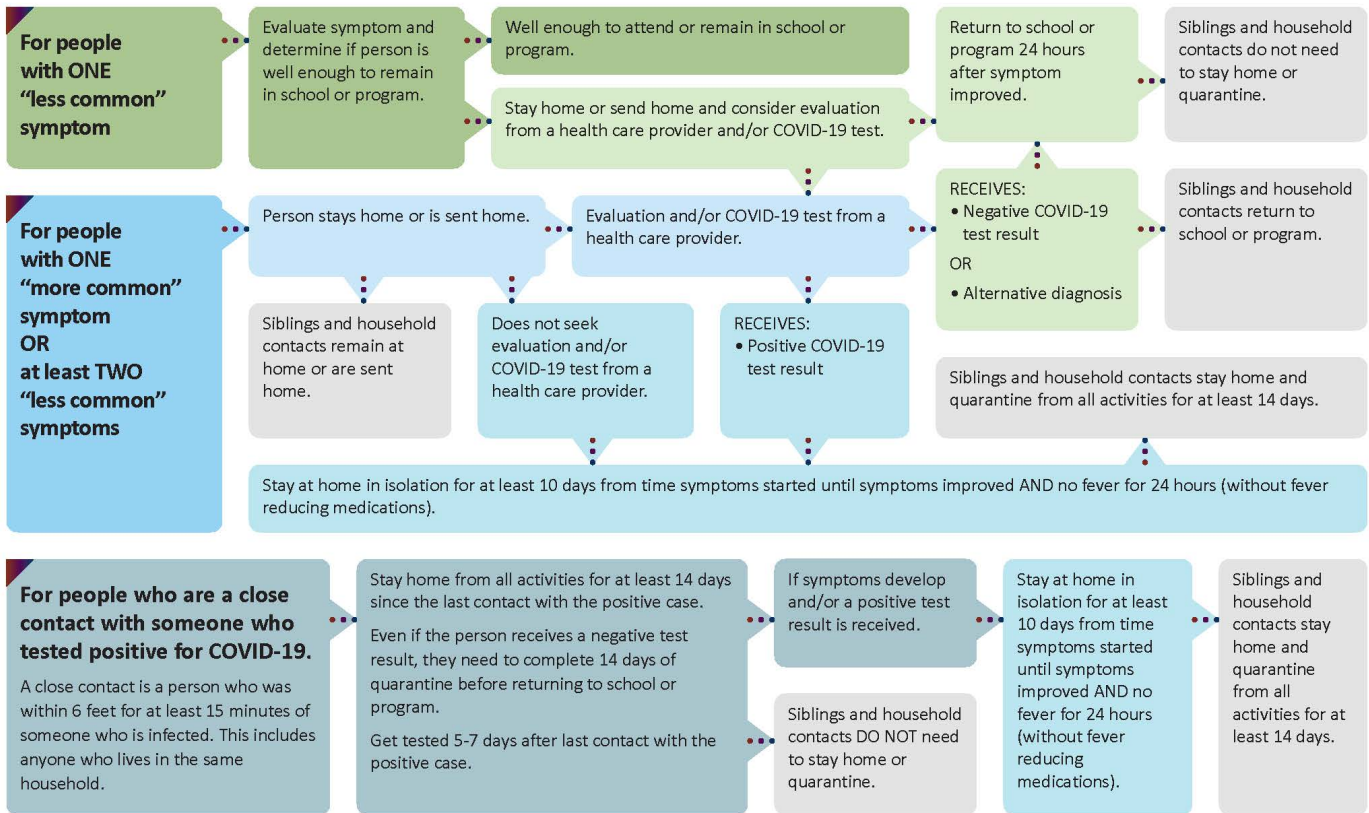


# MDH Decision Tree

## COVID-19 Decision Tree for People in Schools, Youth, and Child Care Programs

Follow the appropriate path if a child, student, or staff person is experiencing the following symptoms consistent with COVID-19:

- **More common:** fever greater than or equal to 100.4° F, new onset and/or worsening cough, difficulty breathing, new loss of taste or smell.
- **Less common:** sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excessive fatigue, new onset of severe headache, new onset of nasal congestion or runny nose.



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 Contact [health.communications@state.mn.us](mailto:health.communications@state.mn.us) to request an alternate format. | 8/31/2020