



2021-2022 School Year Plan

July 20th, 2021

Dear Prairie Families,

I hope you are having a great summer. This is the latest version of our operational plan for the upcoming school year. It is possible, if not likely, that things will change in the weeks and months ahead and we will share updates with you as they are made.

It bears repeating what we have said since vaccines became available almost eight months ago: the best way for our community to return to our ideal learning environment is for everyone to get vaccinated as soon as they are eligible. More than 335 million vaccine shots have been administered in the United States, and it is abundantly clear that COVID-19 vaccines work.

The seven-day average of confirmed cases in [Wisconsin](#) has doubled since June 21st and will likely continue to rise unless our vaccination rates improve. It is our sincere hope that your whole family will get vaccinated.

Looking ahead to the start of school, we will continue to follow [CDC guidance](#) and therefore face masks will be optional for fully vaccinated individuals and otherwise required.

You might be asking, “Why not make masks optional for everyone?” Two reasons: first, following the CDC guidelines are a key reason last year went so successfully. Second, communicable diseases require that we look beyond ourselves and recognize that our individual choices have the very real possibility of seriously impacting children under the age of 12 who do not have the same vaccination options as teens and adults. All of our students share multiple facilities and we have a clear duty to protect our younger students from exposure until they have access to the vaccine.

Please [update PowerSchool](#) as soon as possible with your child’s vaccination status and email or drop off a photo or copy of your child’s vaccination card with the appropriate division office or the [Health Office](#).

Additional notes:

- All Prairie employees will be vaccinated before the start of classes in August.
- It is neither feasible nor appropriate for faculty members to constantly track the vaccination status of our 300+ students 12 and up. Therefore, we will be relying on families to make sure their children are either vaccinated or wearing masks inside school buildings.

- We recognize that there is a lack of clarity on how the school year will play out and we are prepared to respond to a range of scenarios.
- One of our school's core values is respect. Many viewpoints, religions, and beliefs have successfully worked together to create a strong Prairie community and we are confident that our history of successful collaboration across differences will continue.
- Prairie is not currently requiring student vaccinations, but this could change if the FDA status of a vaccine changes.
- There will not be a hybrid virtual attendance option for students who are isolated or quarantined by their local Health Department because our experience last year showed that it is detrimental to everyone involved to have a mixture of on-campus and off-campus students.
- We are looking at ways to make testing for COVID-19 more accessible.
- Like last year, this plan will likely be adjusted as we go through the year.

If you have any questions about the plan please use [this form](#) to share them.

I appreciate you taking the time to read the plan and support our school community. I look forward to seeing all of you next month.

Sincerely,

A handwritten signature in black ink that reads "Nat Coffman". The signature is written in a cursive, flowing style.

Nathaniel W. Coffman, Ed.D.
Head of School and President

2021 - 2022 Operational Plan

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There is a place at the end of this document for you to submit questions following your review of these policies and procedures.

Overarching Goals of Prairie's Plan:

- Prioritize the health and safety of our students and faculty by reducing risks.
- Continue to provide a world-class, in-person, college-preparatory education.
- Make science-based decisions and follow the advice of experts (primarily the CDC).
 - Recognizing that more than half of our student body is not yet vaccine-eligible.
 - Recognizing that local and national case levels are trending up.
 - Using layered mitigation strategies.
- Consistently monitor local and school health data and evolve this plan as needed on an ongoing basis.
- Follow CDC guidance for masking:
 - Masks are not required outdoors.
 - Indoors, masks are optional for fully vaccinated individuals (> two weeks from final shot).
 - Indoors, masks are required for unvaccinated individuals.
- Return to as normal a school experience as possible:
 - Six-day rotating schedule
 - 7-12th Grade eat in the dining room, including in tented outdoor space
 - Early Day and Stay & Play
 - Full slate of co-curricular and extracurricular activities (following host sites' health requirements; for example, Manito-wish is requiring proof of vaccination or multiple negative COVID-19 tests to participate)
 - Field trips (following host sites' health requirements; for example, Manito-wish is requiring proof of vaccination or multiple negative COVID-19 tests to participate)
 - Continuing to maintain limits on visitors to school (P. 8-9)
 - Reinstating Upper School service, exercise, and co-curricular requirements
- Strengthen our sense of community, recognizing our interconnectedness and shared duty to each other.
- Avoid close contact between students who are not yet eligible for vaccination.

- Definition of “close contact” for unvaccinated individuals:
 - You were indoors, within 6 feet of someone who has COVID-19, for at least 15 minutes cumulative over a 24-hour period.
 - You provided care at home to someone who is sick with COVID-19.
 - You had direct physical contact with someone with COVID-19 (e.g., kissed them).
 - You shared eating or drinking utensils with someone who is sick with COVID-19.
 - Someone who is sick with COVID-19 sneezed, coughed, or otherwise got respiratory droplets on you.
- Sanitize our hands and surfaces regularly.
- Every person on campus completes an individual daily COVID-19 health screening.
- Stay at home when ill.

Please note: Prairie will not be offering a hybrid virtual option this year. It is detrimental to everyone involved to have a mixture of on-campus and off-campus students.

- Students who are absent will not be able to Zoom into class.
- Assignments will be shared with absent students by the teacher, advisor, or Division Office as appropriate.
- Faculty will be available via email for absent students.
- If contact tracing requires an entire ES-6th class or classroom to be home, instruction will continue online.

Health & Safety

- How will Prairie mitigate student and faculty risk of exposure to COVID-19?
 - All Prairie employees will be vaccinated by the opening of school.
 - Students will sanitize their hands on the way out of every room.
 - Prairie will continue to use electrostatic sprayers on a regular basis.
 - All of our HVAC systems have external exchanges to bring in fresh air.
 - UV lights are now a part of our HVAC systems.
 - Upgraded HVAC filters have been installed.
 - Masking is required for unvaccinated individuals and optional for vaccinated individuals.
- What is Prairie's mask policy?
 - Masks are not required outdoors.
 - Indoors, masks are optional for fully vaccinated individuals (> two weeks from final shot).
 - Indoors, masks are required for unvaccinated individuals.
 - Masks must follow the same rules, found in Prairie's Student Handbook, that pertain to clothing (no profanity, depictions of violence, etc.).
 - If your unvaccinated child forgets their mask, they will be provided with a disposable one to use for the day.
 - You may purchase Prairie logo masks from the Athletic Department. Contact Jersey Eickhorst in the Athletic Department for more information.
- What is Prairie's visitor policy?
 - All visitors must be properly masked or have proof of vaccination.
 - If you need to drop something off for your student, leave it at the Welcome Desk at Door #2. Be sure it is labeled with first and last name and grade level.
 - Parents are not allowed in the school at arrival. At pickup, Early and Primary School parents may enter through Door #7 or Door #4 on an as-needed basis beginning at 3:30PM. If entering, you must be parked in the main lot.
- How will Prairie events take place?
 - Large-scale, in-person community events will be modified (i.e. Convocation, Faculty Trustee Celebration, Fall Fest, Upper School dances, etc.).

- More information will be released closer to each date.
- What mental health supports are available at Prairie to deal with stress related to the pandemic?
 - School Psychologist Dr. Mike Boticki and School Counselor Amy Peterson are available to support all students ES - 12th Grade.
- What should I do if my child has individual health conditions or concerns?
 - If your child has an ongoing health condition (i.e. asthma, diabetes, etc.), please send an email to Julianne Smith, School Nurse, and carbon copy the appropriate Division Head.
- What else can we do to help?
 - The CDC says getting vaccinated is the number one COVID-19 mitigation strategy.
 - Families with unvaccinated children are encouraged to limit student contact outside of the Prairie community to mitigate exposure risk.
 - Send disinfecting wipes or hand sanitizer to school for your child to use.
 - Become a substitute teacher. Almost all of our usual substitutes will not be available this year because they are over the age of 65. Click here (scroll to *Employment Opportunities*) to apply to be added to our sub list.

All-School Individual Health Screening & Protocols

- What is the purpose of the daily Ruvna health check-in?
 - The purpose is to facilitate a temperature check and daily conversation about your child's health, and to demonstrate to the school that these have taken place.
 - [Click here](#) for more information about Ruvna, Prairie's online health screening tool. If you have questions after reviewing the Ruvna webpage, please contact your Division Assistant.
- What if I have to check "yes" on one of the symptom boxes?
 - Do not send your child to school.
 - Seek medical advice (call your pediatrician).
- What if I forget to log my child's health information in Ruvna?
 - Upper School students receive the Ruvna text themselves each day, so they are able to complete their check-ins independently.
 - In Primary and Middle School, we will take your child's temperature at the door and you will be contacted by your Division Assistant to fill out the symptom information as soon as possible.
- What if my child is not feeling well?
 - Stay home and seek medical advice (call your pediatrician).
- What if my child has a fever (a temperature of more than 100.3°F) ?
 - Prairie requires that students be fever-free without medication for 24 hours. If you or anyone in your house has tested positive for COVID-19, you must follow the procedures outlined in the COVID-19 Illness & Exposure section (P. 16).
- What happens if a student feels ill at school?
 - Upper School: The student should go to the Upper School office. The US Office will connect the student with the Health Office, the school nurse on duty will call home, and the student will leave campus as quickly as possible.
 - If the nurse needs the Upper School student to come to the Health Office, the student will exit the building using Door #9 and re-enter the building at Door #4.

- Primary and Middle School: The student will go to the nurse, who will call home, and the student will leave campus as quickly as possible. Primary and Middle School students will wait for pickup in the vestibule of Door #4.
- Prairie requires that students be fever-free without medication for 24 hours. If you or anyone in your house has tested positive for COVID-19, you must follow the procedures outlined in the COVID-19 Illness & Exposure section.
- Will Prairie employ contact tracing?
 - Yes, as needed.
 - Please see the section on COVID-19 Illness & Exposure (P. 16) for the procedures to be deployed when a known or suspected case of COVID-19 is present in our community.

All-School Logistics

- What does the start of the day look like?
 - Parents are not allowed in the school building at arrival; please drop your children off and let them walk into the building themselves.
 - Early Day:
 - Begins at 7:30AM for Early School, Primary School, and Middle School.
 - All students will enter through Door 7 of the new Leopold Johnson Early Childhood Center (LJC).
 - Primary School classrooms will open at 8:15AM.
 - Early School, Kindergarten, and 1st Grade students should enter at Door #7.
 - 2nd, 3rd, and 4th Grade students should enter through Door #5.
 - All students should be in the building by 8:25AM. Any students arriving after 8:35AM must enter at Door #2.
 - Middle School: Doors and classrooms will open at 8:10AM unless there is inclement weather. Students should enter through Door 2.
 - Middle School students should stay outdoors until it is time to enter their 1st period classrooms. In the case of inclement weather, students

will be allowed to enter the building and required to report directly to their 1st period class.

- Upper School: Doors and classrooms will open at 8:10AM unless there is inclement weather. Upper School students can enter through Doors 8 and 9.
 - Seniors in good academic standing do not need to arrive until their first class or 9:15 AM, whichever is first. See page 13 for more information on Senior privileges.
 - All students should be in the building by 8:25AM.
- What does the end of the day look like?
 - If you are picking up students from multiple divisions, you need to park in the parking lot due to the 11-minute difference between PS and MS/US dismissal times.
 - Early School and Primary School will be dismissed at 3:30PM.
 - Parents may enter the building through Door #7 or Door #4 on an as-needed basis at 3:30PM. If entering the building, you must be parked in the main parking lot (not angle parking or in the pickup queue).
 - Unvaccinated parents must wear masks.
 - Middle School will be dismissed at 3:41PM.
 - There will be After-School Study Hall (ASSH).
 - Upper School will be dismissed at 3:41PM.
 - There will be After-School Study Hall (ASSH).
- Students should not leave personal items at school except musical instruments.

Academic

Remote Learning

- If remote learning is necessary, will the whole school go to this at the same time?
 - If mandated by the government, the school will go to remote learning simultaneously.
- What happens if we have to go to remote learning?
 - Prairie's complete remote learning plan [can be found here](#).
 - There will be a 2-weekday break between in-person and remote instruction to give teachers time to prepare for the transition.
 - How will I/we be notified?
 - Families will be notified by email as well as via Prairie's new automated calling system. Please update your contact information in PowerSchool to ensure that you receive these messages.
- When a situation arises where a whole grade or classroom needs to transition to remote learning, there will be a 24-48 hour transition period. Our faculty spent last summer training for a fully online program and will be ready to implement this successfully should we have to do so.

Pandemic-Related Changes to In-Person Learning

All-School Changes

- Cooperative learning opportunities (e.g., Buddy Program) are postponed indefinitely.
- When singing is involved:
 - Primary School music classes will be masked or take place outside.
 - Performances ensembles will continue using the puppy pads for spit and unvaccinated individuals will sing/play in masks with bell covers.
 - Music rehearsals will not exceed 50 continuous minutes. A 10-minute break will take place between rehearsal blocks.
- There will continue to be pull-out instruction for Wilson Reading, Speech Language instruction, academic support, and English Language Learning.

Primary School Changes

- More activities will take place outdoors as weather permits.
- Students will eat lunch in their classrooms.

Middle School Changes

- If local case numbers continue to rise, some 5th and 6th grade classes will be held in the JAC. This will be decided as close as possible to the start of the school year.
- PE will take place outdoors when the weather allows; students will not change clothes for PE.

Upper School Changes

- There will continue to be a limited amount of movement and freedom afforded to students during Commons, Study Hall, and Flex times.
- Music practice rooms will only be available for individual use, scheduled in advance, with the permission of Fletcher Paulsen, Performing Arts Department Chair..
- Senior privileges:
 - Seniors in good academic standing will be able to leave campus for lunch.
 - Seniors in good academic standing do not have to arrive on campus until the beginning of their first class of the day or 9:15 AM, whichever is first.
 - Seniors must stay on campus until school ends at 3:41PM.
 - Senior privileges will begin on September 7th.
 - Senior privileges will be granted to those in good academic standing:
 - No grade in any class below a C (2.0).
 - Senior privileges may only be lost or reinstated for academic reasons at midterms and the end of first semester. They may be temporarily removed for other disciplinary or attendance reasons at any time.

Athletics & Co-Curriculars

All-School

- Will the JAC weight room and track be open?
 - The Fitness Center will only be open to students and faculty. There will be no community classes or open indoor track.
- After-school programming:
 - All school co-curricular and extracurricular activities will take place and will be modified as needed on a case-by-case basis.
- Will private music lessons still be available in person during or after the school day?
 - Yes, private music lessons are available.

Middle & Upper School

- Will locker rooms still be accessible?
 - Only Upper School students will be allowed to access the locker rooms.
 - Middle School students will not change clothes for PE class and locker rooms will not be available during the school day. This will likely change during the course of the year.
 - A separate pair of gym shoes is required for students in Grade 4 and up.
- Will there be interscholastic athletics in the 21-22 school year?
 - Upper School:
 - As of now, yes. Prairie continues to work with the Metro Classic Conference, our District 7 partners, and our local health authorities.
 - Fans will be allowed on a limited basis.
 - Middle School:
 - Outdoor interscholastic sports will take place.
 - Indoor interscholastic sports will be determined at a date closer to the beginning of the season.
 - Fans will be allowed on a limited basis.

Lunch/Food

- Students in Grades 7-12 will eat in the Dining Room and in the adjacent tents as late into the year as possible.
- Students in Grades ES-6 will eat in their classrooms and will need to pre-order box lunches via the form published in the *Weekly* and in your FACTS account.
- Lunch purchases will be billed to your FACTS student account.
- Prices:
 - Primary School single lunch: \$5.00
 - Middle School single lunch: \$6.00
 - Upper School single lunch: \$6.75
 - Milk or juice only: \$0.50
- Seconds will be available to all students with an empty plate who purchase lunch.
- Classroom/advisory (birthday and other) treats will only be allowed if they are store bought and preferably in individually wrapped, pre-packaged, single servings.
- Water fountains are available for water bottle fill-ups only.
- Bake sales will only allow individually wrapped, pre-packaged, single servings.
- Prairie will continue to provide individually-packaged snacks in Primary School.

Transportation: All-School

- Will there be bus service?
 - Yes. Students must check in on RUVNA before boarding and will be spread out around the bus. Unvaccinated students must wear their masks over their mouths and noses (note: this could be changed by the bus company).
 - Primary School students should enter Door #5 upon arrival and head directly to their classrooms.
 - Middle and Upper School students should stay outdoors until it is time to enter their 1st period classrooms. In the case of inclement weather, students will be allowed to enter the building and required to report directly to their 1st period class.
- Will you help me arrange a carpool?

- Yes! [Fill out this form](#) and a member of our Admission Office will contact you directly.

COVID-19 Illness & Exposure

Please note: The policies below have been updated to reflect changes in the official CDC guidelines as of July 2021.

“Fully vaccinated” is defined as being two or more weeks out from receiving either the second Moderna or Pfizer shot or the single Johnson & Johnson shot. If these criteria are not met, the individual is not considered to be fully vaccinated.

- A. If an unvaccinated student becomes ill with a confirmed case of COVID-19:
 - a. The family must immediately notify [Julianne Smith](#), School Nurse, and CC their child's Division Head and Division Assistant.
 - b. Families should monitor symptoms and stay in touch with your pediatrician. The student is required to stay home for at least 10 days from their test date as long as they are asymptomatic and no symptoms develop, or 10 days from symptom onset. To return to school, the 10 days must have passed and they must have been fever-free without medication for 72 hours, as well as seen improvement of other symptoms. Students may not return to school earlier with a negative test; the full isolation period must be observed. If the student's family includes additional children who are also students at the school, those children must be quarantined for a designated period of time to be determined by the School Nurse.
 - c. If the student is able to continue their assignments as outlined on Google Classroom, they are encouraged to do so (as they would with any other illness).
 - d. Upon return or when able, students will conference with their homeroom teacher (PS) or advisor and teachers (MS/US) to determine what work must be made up.

- e. The Division Head will conference with the student's teacher(s), then the student/family and one of our contact tracers to determine if close contact took place within the school community.
 - i. Any unvaccinated individual in the school who has had close contact (on or off campus) with the student will be informed by their Division Head or PS classroom teacher and required to seek medical advice (call your pediatrician). The Racine Health Department recommends you use tellyourcontacts.org to let other contacts outside of the Prairie community know they may have been exposed to COVID-19 and what they can do about it.
 - ii. Since the incubation period for the coronavirus is 14 days, the Racine Health Department requires they quarantine at home for 14 days from last contact and then return if they have been symptom-free for 72 hours. If students are asymptomatic, see Section E.
 - iii. See Section E for optional quarantine reduction strategies for asymptomatic cases.

B. If a classroom teacher becomes ill with COVID-19:

- a. They must immediately inform their Division Head, HR, and the School Nurse.
- b. They are required to seek medical advice.
- c. They are required to stay home for at least 10 days from test date as long as they are asymptomatic and no symptoms develop, or 10 days from symptom onset (whichever is longer). To return to school, the 10 days must have passed and they must have been fever-free without medication for 72 hours, as well as seen improvement in other symptoms.
- d. The Division Head will conference with the teacher, the school's contact tracers, and HR to determine if close contact took place within the school community.
 - i. Any unvaccinated individual in the school who has had close contact (on or off campus) with the teacher will be informed by their Division Head and required to seek medical advice.

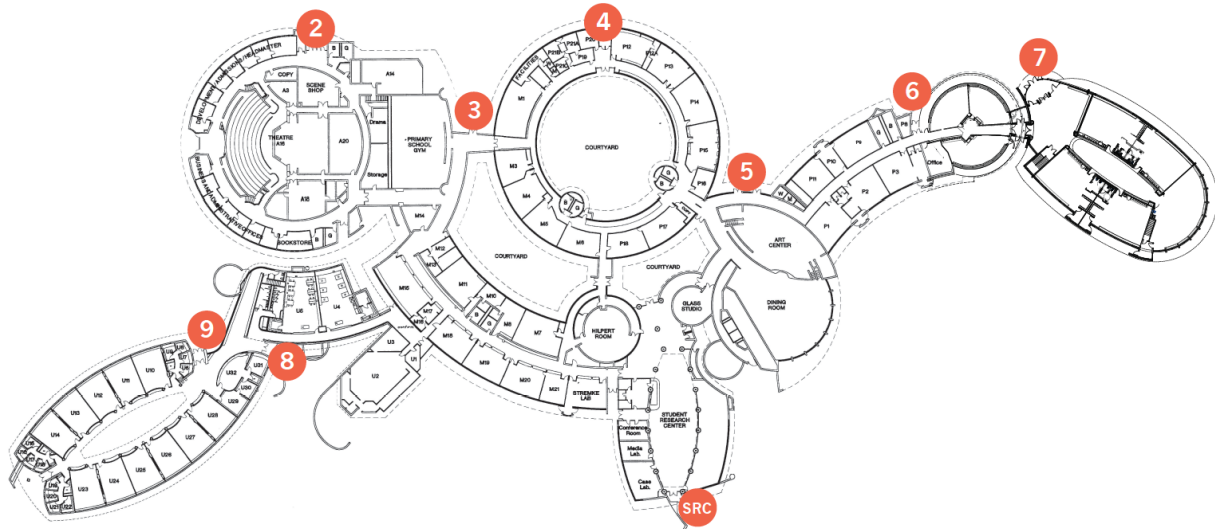
1. Since the incubation period for the coronavirus is 14 days, the Racine Health Department requires they quarantine at home for 14 days from last contact and then return if they have been symptom-free without medication for 72 hours. If teachers are asymptomatic, see Section E.
 2. See Section E for optional quarantine reduction strategies for asymptomatic cases.
- e. A substitute teacher will be hired.
 - f. If the teacher is willing and able to stay in contact with their students, it will be welcome and appreciated.
- C. If someone in the unvaccinated student's home becomes ill with COVID-19:
- a. The family must immediately notify Julianne Smith, School Nurse, and CC their child's Division Head and Division Assistant.
 - b. The student must stay home and monitor their symptoms for at least 14 days from last contact and avoid close contact with the infected person. If possible, completely isolate the sick individual from all others in the household, preferably in a separate location. If they are unable to avoid close contact, they must quarantine for the full 10 days of the infected person's quarantine, plus an additional 14 days.
 - i. If another resident of the home subsequently develops COVID-19, please follow the procedures outlined at the bottom of this section.
 - ii. The second 14-day period may be reduced using the optional quarantine reduction strategies in Section E. Note that the strategies in Section E are only for asymptomatic individuals.
 - c. If the student becomes ill, refer to Section A of COVID-19 Illness & Exposure.
 - d. If the student does not become ill, they should continue their assignments as outlined on Google Classroom and conference with their homeroom teacher (PS) or advisor and teachers (MS/US).
 - e. If a subsequent person in your home tests positive, notify Julianne Smith.

- i. A quarantine period will restart every time a subsequent person in the home tests positive for COVID-19 unless the ill person/people are completely isolated, preferably in a separate location. Students should not return to school earlier with a negative test; the full quarantine period must be observed unless following the optional quarantine reduction strategies in Section E. Note that the strategies outlined in Section E are only for asymptomatic individuals.
 - f. If any family member or person in the student's home is awaiting a test result for COVID-19, all Prairie students in the household should stay home until a negative result is received.
- D. If an unvaccinated member of a teacher's family becomes ill with COVID-19, the teacher may come to school.
 - a. They must immediately inform their Division Head and HR.
 - b. If the teacher becomes ill, refer to Section B of COVID-19 Illness & Exposure.
- E. Optional Quarantine Reduction Strategies for Asymptomatic Individuals Who Have Tested Positive for COVID-19
 - a. Quarantine: if someone in your home is quarantined due to a close contact, your other students may attend Prairie provided that the quarantine is closely followed. Parents should follow their own workplace quarantine guidelines.
 - b. If someone in your household is COVID-19-positive, then unvaccinated family members must remain at home.
 - c. The CDC continues to endorse quarantining for 14 days for close contact and recognizes that any quarantine shorter than 14 days balances a reduced burden against a small possibility of spreading the virus. For people without symptoms quarantine should be 14 days, but may end:

- i. On day 10 without testing; or
 - ii. On day 7, after receiving a negative PCR test result from a test taken on the 5th day or later.
 - d. After quarantine ends, you should:
 - i. Get vaccinated.
 - ii. Watch for symptoms until the 14th day after exposure.
 - iii. If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.
 - iv. Continue to take steps to prevent the spread of COVID-19.
 - e. Because our families come from at least six different health departments, we ask that you follow this guidance or that of your local health department, whichever is more cautious.

- F. For fully vaccinated individuals (> two weeks from final shot) or those who have had a confirmed case of COVID-19 in the past three months, there is no need to quarantine after close contact unless symptoms develop.
 - a. These individuals who develop symptoms must be tested if there is no other identified cause for their illness, and should quarantine until a negative result is received.
 - i. If positive, maintain quarantine as required by the Health Department (see P. 16).

Campus Map



Entrance
The Prairie School

I have questions or concerns about something listed in this document. Who should I contact?

- [Click here to submit your questions](#) and someone will get back to you as soon as possible.