

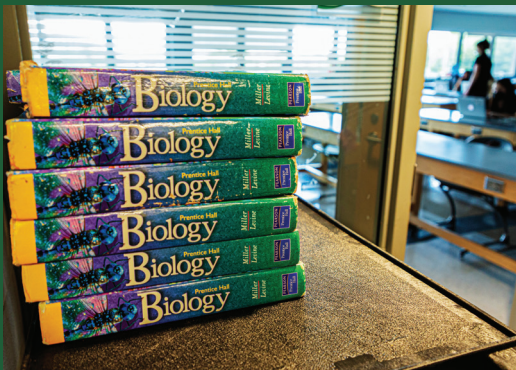
# The Hill-Murray GreenPrint

## Our Health, Wellness and Safety Plan for Students, Faculty and Staff

Updated September 3, 2021



2021-2022





HILL-MURRAY SCHOOL | A Catholic Benedictine Prep School, Grades 6-12

September 3, 2021

Dear Hill-Murray Community,

Hill-Murray was one of the few schools in the state and nation that stayed open for in-person instruction each day last year. We were able to accomplish this because of the entire community's commitment to the health of our students and faculty.

As we maintain vigilance, H-M continues to implement a health and safety plan to mitigate the spread of all infectious diseases, including COVID-19. We are prudentially evaluating all public health recommendations and implementing those that will best serve our students, staff, and the entire community. While our situation is different today than one year ago, we continue to be committed to maintaining the health and safety of our school community and being flexible. We are taking an approach at Hill-Murray that includes a broad number of steps, and we will deploy numerous mitigation measures that we will continue to rely on again this year.



**Hill-Murray Mitigation Strategies:**

1. Student and staff daily self-screening
2. Staying home when sick or showing symptoms
3. Continued increased handwashing protocol and sanitizing
4. Face coverings encouraged
5. Installed bi-polar ionization air filtration to remove viruses and other pathogens
6. Increased facility cleaning procedures utilizing 3M technology
7. Limiting visitors or events as needed on campus based on the data
8. Physical distancing is encouraged when it does not disrupt the learning of the students

In conjunction with the Minnesota Department of Health and the Archdiocese of Saint Paul and Minneapolis, we will be monitoring the COVID-19 pandemic closely. **We will be promptly communicating any updates to this plan.** The updated GREENPRINT reaffirms our commitment *to bringing students safely in person to learn at Hill-Murray. Still, families must understand that requirements and expectations could be changed and updated each day depending on the data and daily illness review.*

In addition, the CDC announced this week that they are prepared to offer booster shots for all Americans beginning the week of September 20, and starting 8 months after an individual's second dose and emphasizing the importance of vaccination. The CDC stated, "*We also want to emphasize the ongoing urgency of vaccinating the unvaccinated in the U.S. and around the world. Nearly all the cases of severe disease, hospitalization, and death continue to occur among those not yet vaccinated at all. We will continue to ramp up efforts to increase vaccinations here at home and to ensure people have accurate information about vaccines from trusted sources.*" Our student and faculty population besides those under 12 years of age, have all had the opportunity to be vaccinated, and we will continue to monitor these percentages as well.

Sincerely,

Melissa Dan, President



# Frequently Asked Questions

**1. My student is having some symptoms – Do they need to stay home?**

Yes. We want to emphasize that you should **not** be coming to school if you are having any of the symptoms listed in the GreenPrint.

**2. If one of my children is having symptoms does my other child (no symptoms) need to stay home too?** No, only students who are experiencing symptoms need to stay home.

**3. If my child was exposed to Covid in an activity and is showing NO symptoms, can I send them to school?** Yes, unless your child has tested positive for Covid or has experienced symptoms, your child can come to school.

**4. Is H-M contact tracing?** Hill Murray is reporting any positive COVID-19 cases to the Minnesota Department of Health and will support the MDH and Ramsey County in their efforts to complete contact tracing as they request. **Reminder you MUST let Hill-Murray know if your child does test positive for Covid.**

**5. Face Coverings On-campus:** During the 2020-2021 school year, masks were required due to the emergency order by the Governor of the State of Minnesota. This emergency order has ended and there is currently no required mask mandate for Hill-Murray. Masks are encouraged for the start of the school year. Faculty, staff, and students who choose to wear a face-covering will be respected and there will be no tolerance for questioning the decision to wear or not wear a face covering.

**6. H-M Covid Dashboard:** The H-M new website is rolling out shortly. There will be a page on the new website where we post our most recent weekly COVID information and GreenPrint. I've included the most up-to-date information this week below. The data is for cases that were tested and returned positive for those who are on campus at Hill-Murray. All data is preliminary and may change as cases are investigated by the Minnesota Department of Health.

August	4 confirmed cases
September	1 confirmed case

**7. Updates to the GreenPrint:** The Hill-Murray leadership team will continue to work with the Archdiocese, the National Association of Independent Schools, the MN Department of Health, as well as work with state, community, and county resources to update the GreenPrint as needed. From sitting on weekly calls with legal and medical experts to a daily review of all of H-M's data, at any point, our expectations and guidelines can be changed based on what we believe is best for the H-M community.



# Health and Safety Protocols

## Staying Home When Sick

We continue to require all individuals to stay home when they are sick. We are asking all parents to do a health check before sending your child to school each day.

**All staff and students will not come to school if experiencing any of the following symptoms:**

- Over 100.4 degrees
- Excessive Coughing
- Chills
- Severe Headache
- Sore throat
- Severe Muscle Pain
- Loss of taste or smell
- Shortness of breath
- Repeating shaking with chills

Students can return to school once they feel better and their symptoms have substantially improved (including fever-free 24 hours with no fever-reducing medication). We will not require students to be tested for COVID-19 before returning to school.

## Reinforcing Good Handwashing and Respiratory Etiquette

To prevent respiratory infections, we expect members in our community to implement appropriate respiratory etiquette as a standard procedure, including covering your mouth and nose and following hand hygiene protocol.



# Health and Safety Protocols

## Lab-Confirmed Cases of COVID-19

State law requires us to report to the Minnesota Department of Health any cases of COVID-19 that occur among students or staff in our building. Like other infectious diseases, we will provide the community with lab-confirmed cases of COVID-19. We will be ready to assist the Minnesota Department of Health whenever they request our assistance in this area.

**If your child has COVID-19, we will require that they not return to school or school-sponsored activities until they are no longer contagious.**

**This means:**

- **It has been at least ten days since they first felt sick or tested positive for COVID-19;**
- They feel better. The cough, shortness of breath, or other symptoms are substantially improved;
- They have had no fever for at least 24 hours without using a medicine that lowers fevers.

## Quarantine

The Minnesota Department of Health no longer requires individuals who have been potentially exposed to COVID-19 to quarantine. Hill-Murray will report all positive COVID-19 cases to the Minnesota Department of Health.



# Health and Safety Protocols

## Face Coverings in the School Building

Masks are strongly encouraged but not required for the start of the school year. Faculty, staff, and students who choose to wear a face covering will be respected, and there will be no tolerance for questioning the decision to wear or not wear a face covering. Face coverings will be required moving forward at any point should a decision by the leadership team be made based on the daily illness rates.

## Face Coverings on the Bus

All individuals are required by an Order from the Centers for Disease Control and Prevention (CDC) to wear face coverings while in public transportation hubs and on all public transportation conveyances (airplanes, public buses, etc.), including school buses (both public and private).

## Vaccination

We are grateful to the medical community who worked tirelessly to develop a safe and effective vaccine for COVID-19. Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic. Hill-Murray requests that all students and faculty voluntarily submit their vaccination cards/status to the school nurse at [nurse@hill-murray.org](mailto:nurse@hill-murray.org).



# Health and Safety Protocols

## Illness in the H-M Community

Should the student body reach an illness level of 5% – the leadership team will increase mitigation strategies and evaluate further options. **If the percentage of student illness (influenza, viruses, Covid, etc.) exceeds the 5% level, the school will determine the possibility of mask or distance learning for a specified number of days. Should the campus temporarily move to distance learning, we will perform a thorough building-wide sanitation process and immediately communicate a detailed plan to the school community.**

**Every day, the leadership team will review all illness rates, cases, and percentages and make decisions at any time based on the HM illness data in our faculty and student community.**

H-M, along with the Archdiocese of Minneapolis/St. Paul will monitor all updated recommendations from the Minnesota Department of Health, CDC, and the MDE throughout the year. H-M will look at all pertinent data daily and treat medical information received confidentially – sharing necessary information with authorized public health officials. As always, we will prioritize in our decision-making what is best for our H-M students and faculty.

## Facilities

We have worked diligently to prepare the building for occupancy by addressing HVAC systems, implementing new cleaning procedures, and conducting complete disinfection of the school. The school utilizes 3M technology for daily sanitization of the building and an ample supply of wipes and hand sanitizer, which are provided for each classroom. Due to the limited duration of interaction, there is currently no limit on elevators, bathrooms, and student support spaces. Water filling stations will be turned on.





# Health and Safety Protocols

## Mechanical HVAC System

H-M addressed all HVAC systems throughout the building during the summer of 2020. In addition, last year, H-M upgraded all HVAC by adding **Needlepoint Bi-Polar Ionization or NPBI**. This campus-wide HVAC upgrade works to purify the air by eliminating pathogens, odors, and particulates. The NPBI units themselves are relatively compact and installed in our HVAC equipment, even our uni-vent wall units. We have improved our energy management software capabilities to improve air quality and circulation. We will utilize a maintenance schedule to minimize pathogens throughout our school.

## Cleaning Information and Protocols

Routine cleaning and disinfecting are vital to maintaining a safe environment for faculty, students, and staff. We will continue to utilize a balance of chemical-based products and **Stabilized Aqueous Ozone (SAO)**. SAO is a powerful oxidizing cleaner and disinfectant generated onsite from water and oxygen and is an environmentally friendly, chemical-free product. SAO is EPA approved – 1.5x more potent than traditional chlorine bleach. Cleans, kills molds, fungi, bacteria, and viruses. Utilizing these products and following a thorough cleaning protocol schedule will be an effective strategy for cleaning and disinfecting our campus. Our maintenance staff and contracted cleaning company will take a proactive cleaning and disinfection approach daily, following the CDC guidelines regarding hygiene and proper cleaning procedures.

### TOUCH POINT CLEANING

Touch-Point cleaning focuses on common areas and locations that are touched frequently by several people throughout the day. Light switches, doorknobs, classroom desks, cafeteria tables, drinking fountains are common areas for germs and viruses to collect and spread from person to person. These are considered high-risk areas to come in contact with viruses and germs. Cleaning and disinfecting procedures will be completed daily (Sometimes multiple times per day, depending on the area).

### CLASSROOM PROTOCOLS AND SUPPLIES

We rely on our faculty and staff to help maintain the level of cleanliness in our classrooms and common areas when possible. Being consistent with educating our students and practicing good





# Health and Safety Protocols

hygiene practices will benefit everyone. During workshops, training will be provided for all teachers and staff on appropriate handwashing and illness prevention techniques.

Each classroom and common meeting area will have SUPPLIES similar to the list below.

- Hand sanitizer dispensers
- Disinfectant Spray
- Appropriate paper products for wiping
- Facial Tissue
- Gloves/Masks

## Cafe/Dining Hall

Lunch will return to the CAFE with cold and hot lunch options provided by FLIK/Hill-Murray. Students may choose to sit in the CAFE, outdoors, or in a more private space for those who prefer.

## Backpacks

Backpacks will be allowed. This policy change enables students to travel directly between classes, thus reducing contact time in the hallways. PLEASE NOTE: **Phones should be in backpacks and silenced during the day when in classrooms.**

## Lockers

Lockers will be available for each student and will be assigned during business days and orientations. Students will continue to be allowed their backpacks as well.

## Meetings

We will move to 100 percent occupancy of all student areas, conference rooms, and meeting areas; however, this could change at any time.



# General School Information

## School Year Calendar

We will continue to review our school's schedule and calendar throughout the year to allow maximum flexibility and enable the campus to change the course as needed.

## School Day Schedule And Philosophy

We will continue to utilize a modified block schedule, a copy of which is included below. The daily schedule will prioritize student wellness, integrate best practices in adolescent learning, and provide the most opportunity for in-depth learning. Please note the WIN time scheduled and the time allowed for community, clubs, and meetings. **WIN** time stands for ***What I Need*** – It is the time during our school day when students can meet with teachers in small groups for extra help, re-teaching, or enrichment.

Monday	Tuesday	Wednesday	Thursday	Friday
Black	White	Green	Black	White

## School Hours

7:50 am Warning Bell Rings  
7:55 am School Day Begins – All students must be in their 1st-hour class  
2:30 pm School Day Ends



# General Information

## Homeroom — First Hour Classroom — Procedures

Homeroom is built into the students' first class of the day. Teachers will take attendance, give important reminders, conduct uniform checks, hand out messages, and make sure students listen to the prayer and important daily announcements during the first class each day.

## Before School/After School

If students arrive between 6:00 –7:40 am, they must report to the dining hall. Supervision will be provided. Students can meet or work with teachers before 7:40 am if the teacher has set up a review or study session. Supervision is provided in the commons area for students who are waiting for rides after school. Supervision will be provided through 5:00 pm. Students will not access the building after hours unless they work with a supervisor or coach for a specific practice, rehearsal, or co-curricular activity.

## Absences

When students are out of school because of illness, they should work with their teachers to determine what will need to be made up and by when. For an extended illness, the US Director or MS Director will become involved to help do what is best for the student's case and circumstances.

## Visitors

Hill-Murray will be allowing visitors on the campus in the upcoming school year following standard safety procedures and protocols. Visitors must sign in/out and will not be required to wear a mask on campus. All visitors to Hill-Murray School must sign in via the Visitor Management System.

Visitors/guests will be permitted for indoor and outdoor athletic events and performance events, with total numbers determined based on the particular event and guidance from the Archdiocese.



## General Information

### ON-CAMPUS EVENTS —INDOOR

For on-campus events, 100 percent capacity will be allowed based on the leadership team's discretion. The priorities of space reservations will be on internal academic and student-centered events; other events (donor, alumni, etc.) are permitted but may need to be held off-campus if space is not available when a decision is required. Reservation requests with external attendees will be reviewed and approved as health/safety guidance allows.

### ON-CAMPUS EVENTS —OUTDOOR

For outdoor campus events, 100 percent outdoor capacity event attendees will be allowed based on the decision from the leadership team and by reviewing additional health and safety metrics.

### OFF-CAMPUS EVENTS

Off-campus events will be reviewed on an as-needed basis. Safety regulations will match all on-campus event restrictions and based on a review by the leadership team – taking all information under advisement and in the school's best interests.

## Athletics

The Hill-Murray athletic teams will monitor the Minnesota State High School League (MSHSL) rules and regulations for the upcoming year. Information and updates will be shared as they are provided to Hill-Murray.

## Student Trip Policy

Any class-specific field trips will require operations committee approval with an approved plan to assure compliance with safety best practices. There will be no domestic or international travel allowed without permission from the President. For more than three days, any trip needs approval with an ***EXTENDED ABSENCE FORM*** to be filled out through the Office of Student Life.



2625 Larpenteur Avenue East | Maplewood, MN 55109-5098  
hill-murray.org | (651) 777-1376