



Selinsgrove Area School District's Phased School Reopening Health and Safety Plan

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: Selinsgrove Area School District

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 19, 2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mark Wolfberg	Safety & Transportation	Both
Chad Cohrs	Administration (Retired)	Both
Kevin Oswald	Food Service	Both

Jill Raymond	Nursing	Both
Justin Simpson	Facilities and Maintenance & Athletics	Both
Frank Jankowski	Administration	Both
Brian Parise	Administration	Both
Paul Roman	Administration	Both
John Bohle	Administration	Both
Damian Gessel	Teacher/Admin	Both
Matt Conrad	Administration	Both
Jason Schmucker	Administration	Both
Michelle Garman	Administration	Both
Ken Teats	School Board/Parent	Plan Development
Amy Stauffer	School Board/Parent	Plan Development
Dave Hess	School Board	Plan Development
Dennis Wolfe	School Board	Plan Development
Jeffery Hummel	Administration	Both
Susan Lipsey	Administration	Both
Julie Prusch	Teacher	Plan Development
Derick Shambach	Snyder County EMA	Both
Kevin Oswald	Administrator	Both
Jake Stiefel	Teacher	Plan Development

Julia Arnold	Teacher	Plan Development
Stacy Gasteiger	Teacher	Plan Development
Esther Brubaker	Clerical/Food Service Operations	Plan Development
Kathy Schmouder	Parent/Nurse	Plan Development

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The Director of Facilities and Maintenance, with the support and assistance of administration and staff, will procure the necessary materials to support additional cleaning and disinfecting practices. The Director of Facilities and Maintenance will also oversee the implementation of increased cleaning practices. These practices will include, but not be limited to, the use of electrostatic disinfecting sprayers, increased cleaning of high traffic/high-touch areas (such as handrails, door knobs, desks, fixtures, etc.). Professional development will be provided to maintenance and custodial staff along with additional supplies and equipment.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
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<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Additional cleaning supplies will be procured to support additional cleaning and disinfecting practices. - Deep cleaning of entire buildings will take place prior to the start of the school year. - Disinfectant cleaners will be available in every classroom for staff to use throughout the day. - Checklists will be created to ensure each room is thoroughly cleaned and disinfected daily. - Additional water bottle filling stations are being installed throughout the district. - Water bottle filling stations will be used and cleaned several times throughout the day. Traditional water fountain use will be greatly reduced/prohibited. - Additional hand sanitizers will be available in high-traffic areas - HVAC system adjustments will be made to maximize filtration and outside air flow. - Electrostatic sprayers will be used in all areas of the buildings. - Rate of cleaning common areas and classrooms will 	<p>Justin Simpson, Director of Facilities and Maintenance</p> <p>Mark Wolfberg, Director of Transportation and Student Safety</p>	<p>Additional cleaning supplies and equipment</p>	<p>Y</p>
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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p>increase to multiple times daily.</p> <ul style="list-style-type: none"> - Bus drivers will clean common areas of busses after each run (AM/PM). - The Director of Transportation and Student Safety will work with the bus contractors in order to ensure that cleaning/sanitizing occurs daily in a shared effort between the school district and bussing company. 			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - The Director of Facilities and Maintenance will contact and secure the services of extra/substitute custodians, if necessary, to meet the needs of additional cleaning/sanitizing. 	<p>Justin Simpson, Director of Facilities and Maintenance</p>	<p>Potential Personnel</p>	<p>Y</p>

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The Selinsgrove Area School District will implement social distancing and safety protocols to maximize student safety and mitigate risks associated with any communicable diseases. Teachers will be directed to create classroom environments that allow for as much social distancing to the maximum extent feasible. Students will be seated as far apart to the maximum extent feasible while facing the same direction. Only employees and essential volunteers will be permitted into the school. The district will limit visitors and volunteers to reduce the number of people in the school at any one time. Outdoor spaces will be used as much as possible to enhance the ability to social distance. Instruction and reminders about daily hygiene will be incorporated into the instructional day (as age appropriate).

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Classroom and other instructional spaces will be arranged to allow as much distance as possible between students and staff. - Classroom and other instructional spaces will be arranged so that all students are facing the same direction. - Larger areas will be used for larger classes to allow for social distancing (auditorium used for band/chorus, library availability, etc.) 	<p>Building Principals</p>	<p>Building schedules</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Cafeteria/Eating areas will be expanded to include common areas such as lobbies, libraries, outdoor spaces, gymnasiums, LGIs (large group instruction rooms) to support social distancing. - Face to face seating will be avoided in lunch settings. - The scaffolding/staggering of lunch schedules will occur to limit the number of students in the cafeteria or serving lines. - Touchless transactions will occur at the point of sale in the cafeteria. - Bagged lunch and/or more “grab and go” options will be part of the daily lunch menus to eliminate the need for shared utensils. - Assemblies will be limited and will comply with guidelines for social distancing. - Classrooms may be used for lunch in an effort to maximize social distancing. 	<p>Director of Food Services</p> <p>Building Principals</p>	<p>Touchless transaction equipment</p> <p>Table arrangements</p> <p>Coverage schedules</p> <p>Materials to support “to-go” of “Grab and go” lunches</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Students will be encouraged to wash hands upon entering rooms, before and after lunch, and throughout the day as needed - All students will have access to a personal hand sanitizer and hand sanitizer stations placed throughout the buildings. 	<p>Jill Raymond, Lead School Nurse</p>	<p>Additional hand sanitizers</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Signs that highlight hygiene, hand washing, and social distance will be posted in classrooms, restrooms, and communal areas. 	<p>Justin Simpson, Director of Facilities and Maintenance</p> <p>Mark Wolfberg, Director of Transportation and Student Safety</p>	<p>Signage</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Visitors, volunteers, and presenters will be limited. - Only volunteers who are deemed essential (i.e. Elementary school cafeteria volunteers) will be permitted. 	<p>Building Principals</p>		<p>N</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Athletics programs will follow the guidance of the PIAA and the school districts Health and Safety Plan for Extracurricular Activities. - Physical education classes will adhere to social distancing measures and take place outdoors as much as possible. 	<p>Justin Simpson, Director of Facilities and Maintenance and Athletic Director</p>		<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the sharing of materials among students	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - Students will be assigned their own instructional supplies (to the greatest extent possible). - Equipment that needs to be shared will be cleaned/disinfected between use. 	Building Principals	Additional instructional materials	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Hallway traffic will be reduced through the creation of staggered schedules for times of transitions. This will include lunch times and times when students use lockers. - Upon arrival to the schools, students will proceed immediately to classrooms (versus the traditional gathering in lobbies and communal areas) - Locker use will be eliminated or reduced in buildings where feasible. 	<p>Building Principals</p>	<p>Building schedules, staffing for coverages</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Families will be asked to drive their children to school, if possible, to reduce the number of students who ride busses. - Students within the same family will be assigned seats together. - Traffic patterns will be altered (when possible) to accommodate an increase in campus traffic due to higher number of students being dropped off. - There will be increased flexibility in attendance requirements (i.e. tardies). - Procedures for boarding and loading busses will be changed to minimize times on school transportation. - Universal Face Coverings will be required on busses per Governor’s Order. 	<p>Mark Wolfberg, Transportation and Safety Coordinator</p>		<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - Instructional practices (cooperative or collaborative) will be adjusted to limit the interactions between students and group of students. - Restrictions will be in place regarding classroom visitors, presenters, and volunteers. - Related Arts teachers will travel to classrooms instead of students transitioning in the halls when possible. - Desks will be arranged to allow for social distancing to the maximum extent feasible. 	Building Principals	Schedules	Y
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - On-site child care providers will be required to take the same applicable action steps as detailed in this plan. 	Brian Parise, Assistant Superintendent		N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other social distancing and safety practices	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - The number of outside organizations requesting the use of facilities will be restricted. Any groups approved for use of district facilities may incur the cost of additional cleaning and sanitizing. - The use of outdoor spaces will be prioritized over indoor spaces as much as possible. - Field trips will be restricted and considered on a case by case basis. 	Justin Simpson, Director of Facilities and Maintenance and Athletic Director		N

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?

- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Parents of Selinsgrove Area School District students will be asked to support the daily screening process in accordance with a symptoms checklist that will be provided to families. Parents/guardians will be asked to notify the school district if their student is experiencing any symptoms associated with COVID-19 and keep them at home. Students will be frequently reminded of symptoms. During the school day, any student who is suspected of having or indicating as having COVID-19 symptoms will be sent to the nurse immediately to be screened by district personnel. In the event a student or staff member becomes ill with COVID-19 symptoms, he/she will be directed to a quarantine area that is set up in each of the district's nursing suites. Other students within the same household will be screened, and the parents will be asked to pick up their child(ren). If a student is diagnosed with COVID-19, Department of Health and CDC guidelines will be followed to determine the process for returning to school.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Education will be provided on an on-going basis regarding COVID-19 symptoms. - The school will provide expectations for staff, families, and students to report symptoms or exposure. - Parents will be expected to use self-screening tools/symptoms checklists that will be provided to families. - Students will have their temperatures taken each morning (homeroom/first period upon entry into the building). - The nurse will screen any individual who presents COVID-19 symptoms during the school day. - Students and staff will be encouraged to report absence from school if it is COVID Related. 	<p>Jill Raymond, Head Nurse</p>	<p>Symptom checklists</p> <p>Symptoms resources</p> <p>COVID-19 Resources for families</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Designated areas will be created in each building to allow for isolation. - Individuals believed to be sick or having been in close contact with someone who is sick will be required to report to the designated area. - Parents will be expected to have a plan in place for picking up a student when directed by school nurse. - An individual (who is sick or may have been in close contact with someone believed to be sick) will be isolated until he/she is dismissed from school. 	<p>Building administrators</p> <p>Jill Raymond, Lead Nurse</p>	<p>PPE and Isolation areas</p>	<p>Y</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Medical documentation will be required for any individual who wishes to return following a positive COVID-19 test or quarantine. - PA Department of Health/PDE Guidelines will be followed to determine the length of time an individual who tests positive needs to be removed or determine a return to school. 	<p>Jill Raymond, Lead Nurse</p> <p>Building Principals</p>	<p>PA Department of Health Guidelines</p> <p>PDE Guidelines</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - The Selinsgrove Area School District will utilize its notification system in order to inform the community of school closures or adjustments to safety protocols. 	Dr. Frank Jankowski, Superintendent	Notification System	N
Other monitoring and screening practices	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - The district will utilize the PA Department of Health, PDE, and local health care and emergency management personnel as resources. 	Dr. Frank Jankowski, Superintendent		N

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

Per the Governor's order for Universal Face Coverings, all students will be required to wear a face covering in situations where 6 feet of distance between students cannot be maintained. This order will apply to staff as well. Substitute teachers will be educated on the district's health and safety plan and procedures. The Selinsgrove Area School District's Flexible Instructional Model will allow for students to maintain access to supports both in school and at home.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Remote learning will be an option for all families through Selinsgrove Area School District's Flexible Instructional Model. 	<p>Brian C. Parise, Assistant Superintendent</p>	<p>Professional Development Activities</p>	<p>Y</p>

<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> Per the Governor’s Universal Face Covering Order and PDE guidance as of July 16, 2020 all students and staff will be required to wear a face covering during times at which desired social distancing is not able to be maintained (i.e. hallway transitions, busses, classroom entry and exit, etc.). <p>From PDE:</p> <ul style="list-style-type: none"> “Schools should provide face covering breaks throughout the day. Maintain a distance of at least 6 feet during these face covering breaks. Schools may allow students to remove face coverings when students are: Eating or drinking when spaced at least 6 feet apart; Seated at desks or assigned workspaces at least 6 feet apart; Engaged in any activity at least 6 feet apart (e.g., face covering breaks, recess, etc.); or When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.” 	<p>Building Principals</p>	<p>District-provided masks and shields (provided upon request)</p>	<p>Y</p>
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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - Per the Governor's Universal Face Shield Order, all students and staff will be required to wear masks during time at which social distancing cannot be maintained (hall way transitions, busses, classroom entry and exit, etc.) 	<p>Building Principals</p>		<p>N</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)</p>	<ul style="list-style-type: none"> - If necessary, IEPs or 504s will be revised to ensure that vulnerable or students with complex needs learn in the safest way possible. 	<p>Susan Lipsey, Director of Special Education</p>	<p>IEPs and 504 on file</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Strategic deployment of staff	Action steps will apply to both the Yellow and Green Phases of reopening. The district anticipates a reduction in the number of students physically attending school due to the flexibility of the instructional model being adopted for the beginning of the school year. Furthermore, we anticipate a reduction in students physically attending school if our status moves from a Green Phase to a Yellow Phase. (Thus resulting in enhancing social distancing due to our distance learning offerings.)	<ul style="list-style-type: none"> - Large areas (auditoriums, cafeterias, LGIs, etc.) will be utilized in the event one teacher needs to cover multiple classes (This will be evaluated on a case by case basis.). - Remote or distance learning will be available to all students. 	Building Principals	Schedules	N

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Remote/Distance Learning Preparation	All Teachers	Brian Parise, Assistant Superintendent	In-Person, Online, or via Publications	Distance Learning Platform access Devices	7/20/2020	8/19/2020
Monitoring and Screening Procedures	Staff, Families, and Students	Jill Raymond, Head Nurse	In-Person, Online, or via Publications	COVID-19 resources Screening tools	8/11/2020	
COVID-19 Awareness/Symptoms	Staff, Families, and Students	Jill Raymond, Head Nurse	In-Person, Online, or via Publications	COVID-19 resources	8/11/2020	
Handwashing, Social Distancing Protocols; Student and Staff Safety Procedures	Staff and Students	School Nurses/Building Principals	In-Person, Online, or via Publications	Posters and instructional materials	8/11/2020	
Cleaning/Disinfecting Procedures	Staff	Justin Simpson, Facilities and Maintenance Director	In-Person, Online, or via Publications	Cleaning supplies, schedules, checklists	8/11/2020	

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health and Safety Plan Preview	All Stakeholder Groups	Dr. Frank Jankowski, Superintendent	Website, SIS Notification System, Social Media	7/24/2020	Ongoing
Health and Safety Plan Approval	SASD School Board	Dr. Frank Jankowski, Superintendent	Board Correspondence	8/10/2020	8/10/2020

Health and Safety Plan Summary: Selinsgrove Area School District

Anticipated Launch Date: 8-19-2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>The Director of Facilities and Maintenance, with the support and assistance of administration and staff, will procure the necessary materials to support additional cleaning and disinfecting practices. The Director of Facilities and Maintenance will also oversee the implementation of increased cleaning practices. These practices will include, but not be limited to, the use of electrostatic disinfecting sprayers, increased cleaning of high traffic/high-touch areas (such as handrails, door knobs, desks, fixtures, etc.). Professional development will be provided to maintenance and custodial staff along with additional supplies and equipment.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>The Selinsgrove Area School District will implement social distancing and safety protocols to maximize student safety and mitigate risks associated with any communicable diseases. Teachers will be directed to create classroom environments that allow for as much social distancing to the maximum extent feasible. Students will be seated as far apart to the maximum extent feasible while facing the same direction. Only employees and essential volunteers will be permitted into the school. The district will limit visitors and volunteers to reduce</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>the number of people in the school at any one time. Outdoor spaces will be used as much as possible to enhance the ability to social distance. Instruction and reminders about daily hygiene will be incorporated into the instructional day (as age appropriate).</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Parents of Selinsgrove Area School District students will be asked to support the daily screening process in accordance with a symptoms checklist that will be provided to families.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Parents/guardians will be asked to notify the school district if their student is experiencing any symptoms associated with COVID-19 and keep them at home. Students will be frequently reminded of symptoms. During the school day, any student who is suspected of having or indicating as having COVID-19 symptoms will be sent to the nurse immediately to be screened by district personnel. In the event a student or staff member becomes ill with COVID-19 symptoms, he/she will be directed to a quarantine area that is set up in each of the district’s nursing suites. Other students within the same household will be screened, and the parents will be asked to pick up their child(ren). If a student is diagnosed with COVID-19, Department of Health and CDC guidelines will be followed to determine the process for returning to school.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Per the Governor’s order for Universal Face Coverings, all students will be required to wear a face covering in situations where 6 feet of distance between students cannot be maintained. This order will apply to staff as well. Substitute teachers will be educated on the district’s health and safety plan and procedures. The Selinsgrove Area School District’s Flexible Instructional Model will allow for students to maintain access to supports both in school and at home.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Selinsgrove Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 10, 2020**.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **August 10, 2020**

By:

(Signature of Board President)*

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.