

**Mid-West School District**  
**DRAFT - Health and Safety Plan for Return to School**

**Scenario #1: PA HEALTH EMERGENCY LEVEL RED**

**Entirely Remote Learning – MWSD Mobile Instructional Program**

- Attendance Taken Daily
- Daily teacher(paraprofessional)/student interaction
- Grades collected, recorded, and reported
- Universal Screening Assessments Occur (MAP, LinkIt, etc.)
- Special Education Progress Monitoring Occurs
- Special Education, Nursing, Counseling, and Mental Health Services Provided (as best as possible)

**Scenario #2: PA HEALTH EMERGENCY LEVEL GREEN/YELLOW**

**Roughly 50% of students in physical location with 50% of students working remotely (rotating onsite attendance)**

Yellow Status	Elementary	Middle School	High School
<ul style="list-style-type: none"> <li>• Parents may choose solely virtual option or enroll in the Mid-West Cyber Academy</li> </ul>	<p>Virtual participation is by joining a classroom live in progress and watching the teacher via video. Participation is done through the computer with a paraprofessional monitoring the screen. There would be specific times a student is required to login. Some components would be online as well as far as writing, reading, and math problem solving. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>	<p>Virtual may require joining a class at a specific time and participating in that classroom online. Other times, it could require viewing a lesson that was taught earlier in the day and responding with questions. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>	<p>Virtual may require joining a class at a specific time and participating in that classroom online. Other times, it could require viewing a lesson that was taught earlier in the day and responding with questions. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>
<ul style="list-style-type: none"> <li>• High risk students moved to virtual or cyber school instruction</li> </ul>	<p>Students will be identified on a case by case basis, but IEP Team, Individual Health Plans, and parents will play a large role in the decision process.</p>		
<ul style="list-style-type: none"> <li>• Attendance and Participation required for Virtual and /or On-line Instruction</li> </ul>	<p>Attendance will be recorded by students logging into each class every day school is in session. If a student does not log into that class, an excuse will be required or it could go as an unexcused day or partial day.</p>		

<ul style="list-style-type: none"> <li>• Face Masks optional except for food service, custodial, nursing staff, and secretaries when dealing with the public.</li> </ul>	<p>From surveys conducted we understand that this is a huge concern in our community. None of our plans require any student to wear a mask at any time. However, we also try to make arrangements for those students, faculty, and staff who need the extra precaution.</p>		
<ul style="list-style-type: none"> <li>• Masked classrooms available by request when appropriate and practically feasible.</li> </ul>	<p>K-5 Masked Classrooms may be available by request if sufficient requests occur. Please contact building principal. If not feasible, we will work with the family to provide a solution or alternative.</p>	<p>Most courses will have a masked section available upon parent request. Some classes such as Phys. Ed. are not conducive to wearing masks.</p>	<p>Many courses will have masked sections. However, there will be many sections where that isn't possible based upon the makeup of the classroom and student numbers. Please consult the counselors with questions. Building principals will attempt to work with families to best meet their needs in this regard.</p>
<ul style="list-style-type: none"> <li>• Parents are asked to screen students using the district COVID 19 Screening Checklist prior to sending them on the bus each morning.</li> </ul>	<p>We are attempting to allow parents to do a questionnaire and record it each morning through an App or to use a checklist each day. The checklist would likely cover the following:</p> <ol style="list-style-type: none"> <li>1) Has your child been in contact with anyone known to have or suspected to have COVID - 19 in the last 14 days?</li> <li>2) In the last 24 hours, has your child had a headache?</li> <li>3) In the last 24 hours, has your child complained of any muscle aches or chills?</li> <li>4) In the last 24 hours, has your child had a cough or sore throat?</li> <li>5) In the last 24 hours, has your child had any gastrointestinal problems such as a stomach ache, vomiting, or diarrhea?</li> <li>6) In the last 24 hours, has your child had a fever?</li> </ol>		
<ul style="list-style-type: none"> <li>• Verbal screener for symptoms in homerooms; Anyone indicating the presence of any symptoms further screening by nurses including temperature required</li> </ul>	<p>A similar screener would be conducted in homerooms as well each day. For older students, it could be done as a link through their Sapphire account. For our younger students, this would likely take the form of a verbal screener.</p>		
<ul style="list-style-type: none"> <li>• Request parents provide transportation to those students where possible/<b>Require students using busses to wear masks while on the busses.</b></li> </ul>	<p>Unfortunately, this seems to be the biggest area of problem for the school district in staying with the CDC guidelines. We cannot meet social distancing guidelines on our school busses, and still have the ability to afford transportation services within our school district budget. So, tentatively and temporarily, we are asking for the support of our community members that can help us to do so by providing transportation for their child or by considering to allow them to wear a mask while on a public school bus.</p>		

<ul style="list-style-type: none"> <li>Adapted building and class schedules</li> </ul>	<p><b>K</b> – Daily; In-person</p> <p><b>1-3</b> – Tuesday through Friday; In-person Instruction with Mondays on-line</p> <p><b>4-5</b> - Monday In-person Instruction; Tuesday through Friday on-line instruction</p>	<p><b>Monday and Tuesday</b></p> <p><b>In-Class Instruction</b> 6<sup>th</sup> Grade – Group A 7<sup>th</sup> Grade – Group A</p> <p><b>On-line Instruction</b> 6<sup>th</sup> Grade – Group B 7<sup>th</sup> Grade – Group B</p> <p><b>Wednesday</b></p> <p>Online Instruction for All</p> <p><b>Thursday and Friday</b></p> <p><b>In-Class Instruction</b> 6<sup>th</sup> Grade – Group B 7<sup>th</sup> Grade – Group B</p> <p><b>On-line Instruction</b> 6<sup>th</sup> Grade – Group A 7<sup>th</sup> Grade – Group A</p>	<p><b>Monday and Tuesday</b></p> <p><b>In-Class Instruction</b> 8<sup>th</sup> – 12<sup>th</sup> Grades – Group A</p> <p><b>On-line Instruction</b> 8<sup>th</sup>– 12<sup>th</sup> Grades – Group B</p> <p><b>Wednesday</b></p> <p>Online Instruction for All</p> <p><b>Thursday and Friday</b></p> <p><b>In-Class Instruction</b> 8<sup>th</sup>– 12<sup>th</sup> Grades – Group B</p> <p><b>On-line Instruction</b> 8<sup>th</sup> – 12<sup>th</sup> Grades – Group A</p>
<ul style="list-style-type: none"> <li>Small class sizes of approximately 12 or less</li> </ul>	<p>Classes or sections will attempt to remain with their group throughout the day.</p>	<p>Classes or sections will attempt to remain with their group throughout the day.</p>	<p>When possible sections will remain consistent. However, with elective courses this is often not possible.</p>
<ul style="list-style-type: none"> <li>Water fountains turned off; Students asked to provide their own bottles; Water stations with disposable cups will be provided.</li> </ul>	<p>This isn't an area of great comfort either. Recommendations from the CDC encourage not using the jugs with disposable cups. However, we realize that we must provide water to students, and we need to do that in a way that is cost effective. Students that bring their own water bottle will be discouraged from using the cups and jug system for their safety.</p>		
<ul style="list-style-type: none"> <li>Cafeteria expanded. Lunch seats assigned. Space between groups 6ft or more. No mingling. Tables dismissed to get lunch and return trays to avoid lines and congregating.</li> </ul>	<p>Lunches served in elementary classrooms</p>	<p>Cafeteria expanded to other areas such as stage, outside (weather permitting), and gym potentially as necessary.</p>	<p>Cafeteria expanded to lobby area in front of gym. Space between table with assigned seats.</p>
<ul style="list-style-type: none"> <li>Interactions between different classrooms or groups of students limited</li> </ul>	<ul style="list-style-type: none"> <li>Specialists Come to Classroom for Instruction</li> <li>Lunches in elementary classrooms</li> <li>Individual class recesses</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Movement through building in one-way direction no opposing traffic.</li> <li>Locker stops limited</li> </ul>	<ul style="list-style-type: none"> <li>Movement through building in one-way direction no opposing traffic.</li> <li>Locker stops limited</li> </ul>
<ul style="list-style-type: none"> <li>Increased cleaning regime</li> </ul>	<ul style="list-style-type: none"> <li>High touch areas such as restrooms, door handles, and hand railings cleaned multiple times per day.</li> <li>Treating or cleaning of shared surfaces/materials between classes (Ex. Art room wipe tables prior to next class)</li> </ul>		

<ul style="list-style-type: none"> <li>Group handwashing regular before meals, after recesses, after restroom breaks, Hand sanitizer available</li> </ul>	Practiced and implemented as part of a regular class routine.	Practiced and reminders provided prior to lunch.	Time and frequent reminders provided.
<ul style="list-style-type: none"> <li>Lines marked and instituted for lunch pick up and other things that require waiting 6 feet apart</li> </ul>			
<ul style="list-style-type: none"> <li>No assemblies; No grade level or extra-curricular field trips</li> </ul>	Classroom visitors for educational purposes will be permitted provided they are essential to the curriculum, approved by the building principal, and the individual passes a self-screening assessment.		
<ul style="list-style-type: none"> <li>Parent meetings provided with in person or virtual option (IEP, GIEP, etc.)</li> </ul>			
<ul style="list-style-type: none"> <li>Signs and Displays present on Social Distancing; Proper Hygiene;</li> </ul>			
<ul style="list-style-type: none"> <li>HS/MS – Assign Seats so desks or materials aren't reused without cleaning; develop a sanitation schedule during the day and between groups. Desks being utilized 6 feet apart.</li> </ul>	This may require asking for students assistance in cleaning up and treating work areas between class or labs, so that the next group may proceed with their assigned task.		
<ul style="list-style-type: none"> <li>Sports practicing may proceed with Athletics Health and Safety Plan Guideline in Place.</li> </ul>	Elementary Programs school based sports programs will not be held.	Must adhere to Athletic Health and Safety Plan	Must adhere to Athletic Health and Safety Plan
<ul style="list-style-type: none"> <li>Extra-Curricular Practices such as Play, Musical, and Marching Band may continue provided guidelines from Health and Safety Plan are in place.</li> </ul>	Although rehearsals and practices are allowed we cannot guarantee that the public performance will be able to be held. There must be a green status for this to take place. Groups should plan accordingly to provide virtual options to demonstrate their hard work and talents.		
<ul style="list-style-type: none"> <li>No Clubs at HS or MS</li> </ul>	Not applicable	Creates another group that needs to be tracked and monitored in the event of an outbreak. Will return in the All Clear status.	Creates another group that needs to be tracked and monitored in the event of an outbreak. Will return in the All Clear status.
<ul style="list-style-type: none"> <li>No outside trips unless they are for groups of less than 20 and connected directly to a curriculum matter. May not exceed four trips with one group.</li> </ul>	Most often, trips like these are IEP driven, and they are proven to be activities that would benefit the individuals in the long-term which is why all such outside trips are not eliminated. All such trips would need the required administrative permissions.		
<ul style="list-style-type: none"> <li>No Open House, Back to School Nights, Art Shows, band concerts, or large scale parent/student gatherings</li> </ul>	An attempt will be made to deliver events like these in a virtual format to the best of each building's ability.		

**All students in attendance with procedural precautions in place to ensure student screening, separation of groups, and contact tracing readily available.**

Green Status	Elementary	Middle School	High School
<ul style="list-style-type: none"> <li>Parents may choose solely virtual option or participate in the Mid-West Cyber Academy.</li> </ul>	<p>Virtual participation is by joining a classroom live in progress and watching the teacher via video. Participation is done through the computer with a paraprofessional monitoring the screen. There would be specific times a student is required to login. Some components would be online as well as far as writing, reading, and math problem solving. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>	<p>Virtual may require joining a class at a specific time and participating in that classroom online. Other times, it could require viewing a lesson that was taught earlier in the day and responding with questions. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>	<p>Virtual may require joining a class at a specific time and participating in that classroom online. Other times, it could require viewing a lesson that was taught earlier in the day and responding with questions. A high quality internet service would be required. The Cyber Academy is all learning based upon the student's own time schedule, but attendance for each day we are in session is required.</p>
<ul style="list-style-type: none"> <li>Normal building schedule with some changes to routines for student safety and contact tracing abilities.</li> </ul>	<p>These changes are outlined below. They typically refer to things designed to help with contact tracing keeping large groups from gathering in one place such as assigned lunch seats and reductions in assembly size,</p>		
<ul style="list-style-type: none"> <li>Face masks optional except for food preparation staff and health professionals</li> </ul>	<p>Students and staff in all buildings may choose to wear a face mask if they feel the need. This would be parent/student/individual choice except for those mentioned.</p>		
<ul style="list-style-type: none"> <li>Parents are asked to screen students using the district COVID 19 Screening Checklist prior to sending them on the bus each morning.</li> </ul>	<p>We are attempting to allow parents to do a questionnaire and record it each morning through an App or to use a checklist each day. The checklist would likely cover the following:</p> <ol style="list-style-type: none"> <li>1) Has your child been in contact with anyone known to have or suspected to have COVID - 19 in the last 14 days?</li> <li>2) In the last 24 hours, has your child had a headache?</li> <li>3) In the last 24 hours, has your child complained of any muscle aches or chills?</li> <li>4) In the last 24 hours, has your child had a cough or sore throat?</li> <li>5) In the last 24 hours, has your child had any gastrointestinal problems such as a stomach ache, vomiting, or diarrhea?</li> <li>6) In the last 24 hours, has your child had a fever?</li> </ol>		
<ul style="list-style-type: none"> <li>Verbal screener for symptoms in homerooms; Anyone indicating the presence of any symptoms further screening by nurses including temperature checks.</li> </ul>	<p>A similar screener would be conducted in homerooms as well each day. For older students, it could be done as a link through their Sapphire account. For our younger students, this would likely take the form of a verbal screener.</p>		

<ul style="list-style-type: none"> <li>Cafeteria sizes increased where feasible to include additional seating or separation. Lunches limited to serving 250 students with assigned seats to assist in contact tracing and limit interaction between tables. Tables dismissed to get lunch and return trays to avoid lines and congregating.</li> </ul>	<p>The concept in mind here is to keep students with their grade level groups and classmates as much as possible during the school day to prevent vast networks of kids having contact unbeknownst to staff that would make contact tracing impossible. We want to have the ability to notify parents when their son or daughter may have been exposed to a case of COVID – 19 so that the family may take the necessary precautions.</p>		
<ul style="list-style-type: none"> <li>Increased Cleaning Routines</li> </ul>	<ul style="list-style-type: none"> <li>Treating or cleaning of shared surfaces/materials between classes (Ex. Art room wipe tables prior to next class)</li> </ul>	<ul style="list-style-type: none"> <li>Treating or cleaning of shared surfaces/materials between classes (Ex. Art room wipe tables prior to next class)</li> </ul>	<ul style="list-style-type: none"> <li>Treating or cleaning of shared surfaces/materials between classes (Ex. Art room wipe tables prior to next class)</li> </ul>
<ul style="list-style-type: none"> <li>Group handwashing regular before meals, after recesses, after restroom breaks, Hand sanitizer available</li> </ul>	<p>Practiced and implemented as part of a regular class routine.</p>	<p>Practiced and reminders provided prior to lunch.</p>	<p>Time and frequent reminders provided.</p>
<ul style="list-style-type: none"> <li>Training will occur with students on maintaining social distancing.</li> </ul>	<p>This will take place as a part of School Wide Positive in the elementary settings.</p>	<p>This will take place during discussions in homeroom and as a part of the Health/PE Instruction.</p>	<p>This will take place during discussions in homeroom and as a part of the Health/PE Instruction.</p>
<ul style="list-style-type: none"> <li>Assemblies/School Programs allowed with capacities less than 250 and with separation between students and/or groups that normally wouldn't come in contact with one another.</li> </ul>	<p>This may mean that individuals must plan early in securing tickets, that multiple presentations of the same program are shown, or that attendees come from an approved list. Likely, it will often require a couple of these options.</p>		
<ul style="list-style-type: none"> <li>Sports and Extra Curricular Activities permitted consistent with Athletics Health and Safety Plan as well as PIAA Guidelines.</li> </ul>			
<ul style="list-style-type: none"> <li>Signs and displays in place encouraging Social Distancing and Healthy Habits.</li> </ul>			
<ul style="list-style-type: none"> <li>No Clubs at HS or MS</li> </ul>	<p>Not applicable</p>	<p>Creates another group that needs to be tracked and monitored in the event of an outbreak. Will return in the All Clear status.</p>	<p>Creates another group that needs to be tracked and monitored in the event of an outbreak. Will return in the All Clear status.</p>
<ul style="list-style-type: none"> <li>Field trips or class trips must be within state boundaries and to areas of Pennsylvania designated green or better.</li> </ul>			

### Procedures for Suspected Case

- **Notify all parents, staff, and students in building.** There will be a special notification to families of student with direct contact. Remind families that if any symptoms manifest to keep their kids at home and report any positive test results.
- **Thorough cleaning of areas where the individual with the suspected case had been.** If the suspected case involves an individual that has had contact with an individual with a confirmed case, the suspected case should be treated initially as a confirmed case until the negative test results are confirmed.
- **Monitor, track, and follow up with all reports of confirmed or suspected cases.** Clearly document all contacts and reports made on individual cases.

### Procedures for Confirmed Case

- **Notify all parents, staff, and students in the building.** There will be a special notification for those students and adults with direct contact. Remind families that if any symptoms appear to keep their kids at home and report any positive test results.
- **Students with direct contact to that individual with the confirmed case should remain at home for virtual participation in classroom activities for a period of time not to exceed fourteen days.** Screening for symptoms during that time off should be done at home. Students that present a negative test result can return to school immediately.
  - **If there are no symptoms within that time span, the student may return to school for in-person instruction as scheduled where they will be screened by the school nurse for another three days prior to the start of instructional activities.**
  - **If there are symptoms present, the parents are highly encouraged to take the child for testing and report the results of that testing to the school district.** Students should remain on a virtual learning platform for 14 days from the date of the positive test assuming there are no longer any of the associated symptoms present. If symptoms remain past the 14-day date, please consult a physician for a note about returning to school. Returning students will be screened for a three consecutive day period by the school nurse for signs of a fever.
- **Consider not using that classroom area or space for three days and then providing a thorough cleaning where feasible.** If not feasible, classroom must be thoroughly cleaned before reuse when there has been a confirmed case.
- **If there are multiple confirmed cases in a building, that building immediately moves into the yellow phase of instructional plans.** If there are more than 10 cases within a building that appear to have no direct connection through contact tracing that building should go to the red phase of applying instruction virtually.

## **Scenario #3: NO PA HEALTH EMERGENCY STATUS**

**Schools open normally and then revert to scenario #1 or #2 at some point in the fall/winter due to a COVID – 19 outbreak.**

- If we go from Scenario #3 to either of the other scenarios during the school year, use the three snow days built into the schedule to plan and communicate changes to the public before going into a different scenario initially. Returns to different scenarios may not require the three–day time frame.



Scenario 1 - Tasks			
	What	Who	When
Develop	<ol style="list-style-type: none"> <li>Attendance taking procedures for virtual and jump drive students</li> <li>Grading Procedures and Practices in Virtual</li> <li>Requirements for frequency of contact</li> <li>System of Progress Monitoring for IEP kids virtually</li> <li>Process for performing universal screening and assessments virtually</li> </ol>	<ul style="list-style-type: none"> <li>Administrative Team Develops</li> <li>Committee Review?</li> <li>Board Review – Depends if varied from policy</li> </ul>	<ul style="list-style-type: none"> <li>Summer 2020 – By Mid July</li> </ul>
Train	<ol style="list-style-type: none"> <li>Paraprofessionals to take and save work from Sapphire/Also doing attendance based on returns</li> <li>Teacher in use of Teams for student interaction ~ This may be a problem with student machines.....</li> <li>Teachers in the process for grading, interaction, and Progress Monitoring</li> </ol>	<p>Chris Snyder/Beth Nornhold/Others</p> <p>Chris Snyder/Other Teachers.....IT to work out student machine problems</p> <p>Principals via faculty meetings</p>	<p>August 19<sup>th</sup> and 20<sup>th</sup></p> <p>Can we do it over the summer? Offer Act 48.....must be optional.</p> <p>August 19<sup>th</sup> or 20<sup>th</sup> or doing 3 day transition period in move to Continuity of Education Plan</p>
Communicate			

Scenario 2 - Tasks			
	What	Who	When
Develop			
Train			
Communicate			

Scenario 3 - Tasks			
	What	Who	When
Develop			
Train			
Communicate			