



PROPOSAL FOR REOPENING BERLIN PUBLIC SCHOOLS

FOR SCHOOL BOARD APPROVAL
AUGUST 6, 2020

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Letter to the Berlin Board of Education

Berlin Board of Education members,

Contained in this document is my recommended proposal for opening learning to our students for the 2020-2021 school year, given the situation of a world-wide pandemic. I request your approval and am in hopes that this compilation will provide enough details to answer your questions, allowing this difficult decision to be as easy as possible. While the health and safety of our students, staff and the entire Androscoggin Valley community is our top priority, we recognize that social and emotional support and growth of students during this time is also vital to their long-term development. The plan contained here is one that minimizes physical risk by creating a safer environment for the return to the facilities, while also providing quality education. We fully recognize that the public opinion surrounding this pandemic is very polarized. Families and staff members have beliefs, opinions and feelings along all ends of the spectrum, with a large percentage feeling that it is unsafe to open schools onsite under any conditions, an equal percentage feeling the exact opposite, and the remaining portion are in the middle, wavering on which side to fall. For this reason, our planning goal was to attempt as best we could, to accommodate everyone's comfort level by creating options. As we all know, there are limitations in both time and resources to create a plan that will FULLY accommodate that goal, but every attempt was made to do so.

The re-entry planning committee met in a large group for a full day in mid-July before breaking into sub-committees. The committee is made up of about 40 members including, teachers, administrators, support staff, bus drivers, parents, a school board member and consulting partners in community healthcare and emergency operations leadership roles. The committee's goal was to develop a dynamic operational plan for the return to SAU 3 school facilities for students and staff members. Questions, tasks, task assignments, notes and status of completion for all groups is organized into a master [Gantt chart](#). The plan includes multiple paths for a return. Resources from the American Academy of Pediatrics, Center for Disease Control, New Hampshire Department of Health and Human Services, as well as state guidance resources have been of great service in our plan development. At the same time, we recognize that no plan is completely risk-free.

Eight subcommittees (transportation, co-curricular, personnel, scheduling, facilities, nursing, SEL, and Student Special Services) developed recommendations, which combined, form the outline in this proposal. While details are still in development, we are seeking Board approval at this point to enable us to continue on this pathway. The plan includes concentrated attention in the areas of hygiene and sanitation, masks or other face coverings, physical distancing, and minimization of group intermingling. Planning also includes response protocols in the event of a student or staff member becoming sick.

The COVID-19 pandemic has caused all aspects of our lives to change and adapt. We have learned from the experiences of Spring 2020 and look to improve our educational

practices regardless of the model chosen. We will focus on the continued development of high quality instruction and assessment practices. We acknowledge, however, that traditional “schooling” will look much different for all.

The current situation changes daily and with any unknown, we can only make decisions based upon the information that we have currently. The goal of the re-entry plan is to have a dynamic operational plan for the safer return to SAU 3 schools and a smoother transition as the pandemic situation potentially warrants moving in and out of a virtual learning model for all. In working to systematize this, our plan includes a “Phases of Learning” approach. This structure for daily decision-making will be common to our Androscoggin Valley Education Collaborative partners, SAU 20 and WMCC. Just as we do for daily weather calls, SAU 20 Superintendent Dave Backler, WMCC President Chuck Lloyd and I will closely monitor indicators to determine the safety of onsite learning. Instead of watching road conditions, however, we will be closely monitoring the viral situation and health markers in Coos County, as well as in our immediate valley. As educational leaders, and in consultation with our community health leaders, we feel this will enable us to stay aligned in protecting against vast community outbreak.

In addition to approval of this plan for reopening, I am also asking for approval to use the additional three days of teacher/school planning granted by the Governor for the additional training and preparation required to implement this plan before reopening. These days would be in addition to the already scheduled two days of professional development. Staff would therefore have training and prep from Monday, August 31 - Fri Sept 4, delaying the opening for students until Tuesday, September 8.

Our planning committee will continue to seek feedback from all stakeholders. Administrators and I will be communicating more information as we move closer to reopening. We would like to thank all staff and families for their prompt response to the surveys that went out recently, as information obtained was helpful in guiding our planning.

Your partner in education,

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

Julie King, Superintendent SAU 3

Acknowledgements

A special thank you goes out to the members of the Reopening Committee who devoted many hours of research, planning and thoughtful discussion which led to the creation of this plan.

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Renee Stewart, *Bus Driver*

Martha Miller, *Director of Special Services*
Julie King, *Superintendent of Schools, SAU#3*

FACILITIES SUBCOMMITTEE

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Tammy Fauteux, *Principal, BES*
Aisha Rai Thompson, *Grade 2 Teacher*
Lana Gilcris, *Grade 5 Teacher*

Michael Kelley, *Principal/CTE Dir., BMHS*
Sonya, L'Heureux, *Assistant Principal, BMHS*
Sandy Pouliot, *Assistant Principal, BES*
Jason Hook, *Assistant Principal, BMHS*

PERSONNEL SUBCOMMITTEE

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Linda Poulin, *Speech Pathologist*
Louise Valliere, *Berlin Board of Education Chair*
Anne-Marie Gagne, *SSC Paraprofessional/ SEL*
Karen Moore, *Title I Coordinator*
Julie King, *Superintendent of Schools, SAU#3*

Sonya, L'Heureux, *Assistant Principal, BMHS*
Sandy Pouliot, *Assistant Principal, BES*
Jason Hook, *Assistant Principal, BMHS*
Krystal Bunnell, *School Counselor, BES*
Marion Moore, *Business Manager*

CO-CURRICULAR/ ATHLETICS SUBCOMMITTEE

Craig Melanson, *BHS Athletic Director*
Pete Peare, *BMS Athletic Director*
Andy Rancloes, *BHS Girls Varsity Tennis Coach*
Mike Poulin, *BHS Varsity Boys Hockey Coach*
Don Picard, *BHS Girls Varsity Basketball Coach*
Nicole Arguin, *BHS Varsity Field Hockey Coach*
Christy Langlois, *Parent*

Holly Munce, *BHS Girls JV Soccer Coach*
Alan Woodward, *BHS Girls Varsity Soccer Coach*
Tony Valliere, *BHS Varsity Soccer Coach*
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SCHEDULING SUBCOMMITTEE- BERLIN ELEMENTARY SCHOOL

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Holly Munce, *Grade 3 Teacher*

SCHEDULING SUBCOMMITTEE- BERLIN MIDDLE HIGH SCHOOL

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Andy Rancloes, *BHS Social Studies*
Tammy Watson, *BHS Social Studies*
Candy Richard, *Director of Food Services*

Alana Scannell, *Office of Student Wellness*
Jason Hook, *Assistant Principal, BMHS*
Sonya L'Heureux, *Assistant Principal, BMHS*
Don Picard, *BHS Math*

NURSING SUBCOMMITTEE

Pauline Duquette, *BMHS Nurse*
Catrina Annis, *BES Nurse*
Lynne Mercier, *BMHS Nurse*
Richelle Greer, *BES Nurse*

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Tammy Fauteux, *Principal, BES*
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Berlin Community Health Leaders

SEL SUBCOMMITTEE

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Kim Bartoli Brown, *Special Education Teacher*
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STUDENT SPECIAL SERVICES

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Wayne King, *Director of Special Services SAU 20*

ADMINISTRATIVE & ACADEMIC SUBCOMMITTEE

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Martha Miller, *Director of Special Service SAU 3*
Tammy Fauteux, *Principal, BES*
Michael Kelley, *Principal/CTE Dir., BMHS*
Karen Moore, *Title I Coordinator*

Sonya, L'Heureux, *Assistant Principal, BMHS*
Sandy Pouliot, *Assistant Principal, BES*
Jason Hook, *Assistant Principal, BMHS*
Marion Moore, *Business Manager*

The Planning Process

- Release of Federal and State Guidance
- Gathering information from relevant sources
- Brainstorming session
- Committee & sub-committee work
- Continued information review
- Communicate plan to the community for feedback/revision
- Recommend plan to the Board
- Continue planning details, monitor situation and revise as necessary

Guiding Principles

- Safety of students, staff and our entire community are the primary concern
- COVID-19 is a dynamic and evolving situation
- Plans must be flexible, adaptable, focused on reducing risk yet, provide for smooth transitions in and out of onsite and remote learning
- Reopening school is a divisive topic nationally - strive for pathways that allow choice

- Decision-making process: Is it feasible? Is it safe? Does it allow for student growth (academic, social, emotional)? Does it match our district values of: community, safety, preparing students for the next step, academic growth & success for each student?
- Families of young children, especially essential workers, will have difficulty with childcare in a model of remote or shortened days/weeks
- Plan should stay in line with SAU 20, as they are a sending district and we do share students

COVID 19 Guidance

Current Guidance Documents

<ul style="list-style-type: none"> • Stay at Home 2.0 Universal Guidelines • New Hampshire Department of Health and Human Services • CDC Guidance for School Reopening • CASEL - Social Emotional Learning Guidance for School Reopening 	<ul style="list-style-type: none"> • Governor's Guidance For School Reopening • American Academy Of Pediatrics Guidance • Nursing Guidance from NH Epidemiologist, Ben Chan • Family Survey Summary • Staff Survey Summary
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Key Understandings

<p>SPREAD</p> <ul style="list-style-type: none"> • Spread primarily person-person by respiratory droplet. • Respiratory spread through sneeze, cough, sing, talking. Large droplets tend to fall on surfaces. • Some evidence of airborne spread meaning smaller droplets can live longer suspended in air. • CDC estimates 1/3 of community spread is from asymptomatic carriers 	<p>TESTING</p> <ul style="list-style-type: none"> • Both negative and positive test results provide useful information for infection and potential spread timelines. • Currently testing is available at the Lancaster Armory and at AVH. • As of 7/21, AVH has completed 883 tests with a 0.2% positivity rate and 76 antibody tests with 0 positives. • Other testing location statistics unknown.
<p>ACTIVE CASES</p> <ul style="list-style-type: none"> • NH Real Time Data for active cases: NH DHHS COVID-19 Dashboard 	<p>VACCINE</p> <ul style="list-style-type: none"> • Flu and Childhood Immunizations—It is important to keep up to date on current seasonal flu vaccinations as

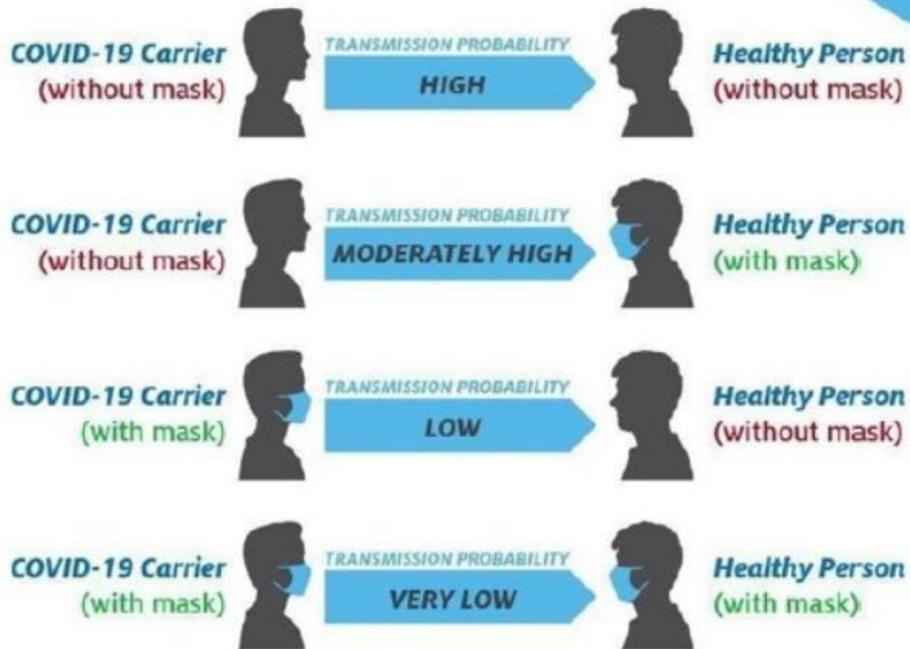
VULNERABLE POPULATIONS

- Vulnerable populations: age, long-term care residents, underlying medical conditions particularly
- Children: generally lower risk of having severe symptoms. Their role in spreading the virus is still not clear. Rare syndrome associated with post-infection MIS-C
- SIGNS & SYMPTOMS 2-14 days after exposure
- May include: fever, cough, shortness of breath, muscle aches, fatigue sudden loss of taste or smell, and GI symptoms

well as childhood immunization schedules.

- COVID-19 Vaccine– We are hopeful for a future vaccine but stress the importance of healthy practices

The Why of Masking



The Proposed Plan

SAU 3 Reopening Phases

Green Phase
Based on low numbers of COVID cases and 14 days of flat or declining positive tests in Coos
Instruction onsite and follows a typical schedule. Schools will follow the current CDC guidelines for safe operation
Transitions will be based on one or more of the following: <ol style="list-style-type: none">1. Fewer than 50 per 100,000 active cases of COVID in Coos (attention paid to outbreak areas)2. Fewer than 3% positive tests3. A positive test of a student or staff in a school4. Governor's orders Trends based on 2 weeks of testing
Yellow Phase
Based on rising numbers of infection in Coos or a confirmed case with staff or students. The Yellow Phase is a temporary placement as schools wait to see which way the data trends.
Instruction will be remote but temporary, lessons will be extensions of the work that was already developed in the classroom and will be a bridge used until we can return safely to school or move into a long term remote environment. Example: school or classroom closure for disinfecting.
Red Phase
Based on continued rising numbers or multiple confirmed cases with staff and or students, the data is similar to yellow with the difference being a sustained event
Instruction will be remote and lessons need to follow the established frameworks for remote learning: <ul style="list-style-type: none">● Assignments<ul style="list-style-type: none">○ Assignments are aligned to prioritized competencies in a formative structure○ Assignments are assigned and collected through Google Classroom● Instruction<ul style="list-style-type: none">○ At a minimum, x (TBD) synchronous lessons required. Teacher-Student relationships matter for engaging students!○ Individual support offered● Assessments<ul style="list-style-type: none">○ Show mastery of competency○ Mix of reports, exams and performance assessments● Feedback<ul style="list-style-type: none">○ A digital feedback format is required

What will learning look like in each phase?

Green Phase
Onsite with Remote Option

Elementary Grades K-3	Elementary Grades 4 and 5	Middle High School
<p>-Students will attend school for face to face instruction Monday through Friday - modified schedule (TBD), with new pandemic guidelines followed</p> <p>-Students choosing remote learning will attend virtual classroom instruction on Monday through Friday - modified schedule will be followed (TBD)</p> <p>-Students choosing the remote learning option will only be allowed to change to the onsite format at the end of the first trimester</p> <p>-All remote students will be working with grade level instructional goals from remote teachers' Google classrooms</p>	<p>-Students will attend school for face to face instruction on Tuesday, Wednesday, and Thursday - modified schedule (TBD), with new pandemic guidelines followed</p> <p>-Students choosing remote learning will attend virtual classroom instruction on Monday - regular schedule will be followed</p> <p>-Students choosing the remote learning option will only be allowed to change to the onsite format at the end of the first trimester</p> <p>-All students will be working with the same instructional goals from teachers' Google classrooms</p> <p>-Fridays are designated for staff planning, professional learning communities, and office hours for students</p>	<p>-Students will attend school for face to face instruction on Tuesday, Wednesday, and Thursday - regular schedule, with new pandemic guidelines followed</p> <p>-Students choosing remote learning will attend virtual classroom instruction on Monday - regular schedule will be followed</p> <p>-Students choosing the remote learning option will only be allowed to change to the onsite format at the end of the first semester</p> <p>-All students will be working with the same instructional goals from teachers' Google classrooms</p> <p>-Fridays are designated for staff planning, professional learning communities, and office hours for students</p> <p>-CTE students will attend on site, 5 days per week, following the regular schedule with new pandemic guidelines</p>

Yellow Phase

Remote - Short-term

Elementary Grades K-3	Elementary Grades 4 and 5	Middle High School
<p>-Students will attend school in a remote format for a specified time period, depending on the circumstances. This might happen in the situation of a positive case of COVID in the building where a shutdown for cleaning is warranted.</p>	<p>-Students will attend school in a remote format for a specified time period, depending on the circumstances. This might happen in the situation of a positive case of COVID in the building where a shutdown for cleaning is warranted.</p>	<p>-Students will attend school in a remote format for a specified time period, depending on the circumstances. This might happen in the situation of a positive case of COVID in the building where a shutdown for cleaning is warranted.</p> <p>-Small groups of students such as CTE, may be allowed to continue onsite instruction depending on the situation and with precautions in place</p>

Red Phase
Remote - Longer Term

Elementary Grades K-3	Elementary Grades 4 and 5	Middle High School
<p>-All students will engage in full remote learning until the COVID situation in the community is under control.</p>	<p>-All students will engage in full remote learning until the COVID situation in the community is under control.</p>	<p>-All students will engage in full remote learning until the COVID situation in the community is under control</p> <p>-Small groups of students such as CTE, may be allowed to continue regular face to face instruction depending on the situation and with precautions in place</p>

The School Environment

Note: Many of the details have not yet been determined. Administrators will share info as planning unfolds.

Drop Off/ Pick Up	We may implement a staggered drop-off and pick-up schedule and utilize additional doors.
Transportation (we encourage families to transport, if possible please)	We will follow the guidelines outlined on the transportation page.
Health Screening	SAU3 will require health screenings for staff and students.
Quarantine/ Isolation	If exposed to illness and/or presenting symptoms, students and staff will be required to quarantine according to DHHS & CDC guidelines.
Facilities Usage/ Access	Access to buildings will be limited and will follow strict usage guidelines as outlined in state and local policies. Outside space and proper ventilation will be utilized whenever possible.
Visitors	Visitors and parents will be permitted into the buildings only with prior notification or appointment and will be screened upon entrance.
Sanitization Practices	Sanitation requirements and handwashing will be enforced. Enhanced daily sanitation practices for the facility and buses will be implemented.
Masks	The use of masks (or facecoverings) will be required as mandated by health and school authorities. Face shields will not be allowed as a sole means of protection without a mask except in administratively-approved situations.
Personnel	Trained personnel such as nurses and bus monitors will be strategically utilized to ensure student and staff safety.
Lunch	Lunch will be provided in a modified structure based on the current learning environment of our students.
Co-Curricular	Athletic offerings will be based on the guidance of NHIAA recommendation and re-entry phases.

Responsibilities of Stakeholders

<p>Parent Responsibilities</p> <p>*With more strict requirements to send students home due to symptoms of illness, it is essential that parents are available by phone and have a person available to pick up students in a short time period. Please make sure we have updated contact info. As well, you may want to mention this to your employer ahead of time.</p>	<ul style="list-style-type: none"> ● Prepare for both face to face and remote instruction ● Practice hygiene and sanitization in preparation for attending school ● Monitor and screen health concerns including temperature and/or screening checks ● Keep your child at home and communicate with the school if COVID-19 symptoms are present or if the student has been exposed to someone with COVID-19 ● Reinforce physical distancing and minimizing exposure to large groups ● Support the implementation of mask wearing and cleaning ● Follow the NH DHHS travel guidelines ● Keep up to date with vaccinations ● Consider driving your child to school to help reduce the number of students on busses
<p>Student Responsibilities</p>	<ul style="list-style-type: none"> ● Practice hygiene and sanitation protocols ● Wear face mask as required ● Routinely clean high touch surfaces including chromebooks and digital devices ● Adhere to physical distance guidelines ● Monitor health symptoms and maintain health screening practices ● Stay home when sick ● Prepare for the transition of onsite to remote learning ● Check email & Google Classroom every day ● Take ownership for your learning ● Maintain an attitude of flexibility, positivity, respect and academic motivation
<p>Staff Responsibilities</p>	<ul style="list-style-type: none"> ● Refer to Personnel page

Subcommittee Recommendations & Plans

Nursing

FAQ - What is COVID-19

What is COVID-19? There are many types of human coronaviruses including some that commonly cause mild upper-respiratory tract illnesses. **COVID-19** is a new disease, caused by a novel (or new) coronavirus that has not previously been seen in humans.

How does the virus spread? It's thought to spread mainly from person to person, through respiratory droplets produced when an infected person coughs, sneezes, talks or sings. These droplets can land in the mouths or noses of people who are nearby. A person is at higher risk of contracting the disease more when people are in close contact with one another (within about 6 feet). We also know that it can spread through surfaces touched that are contaminated by the virus although not as common as person-person infection. When you touch a contaminated surface then touch your face, particularly your nose or mouth you are exposing your body to the virus. Research in laboratory controlled environments found that it can survive up to 72 hrs on plastic and stainless steel. No survivable virus was detected after 24 hrs on cardboard. Animal- person are still being studied.

What are the symptoms of COVID-19? People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Are symptoms different in children and adults? No. The symptoms of COVID-19 are similar in children and adults

I've heard of multisystem inflammatory syndrome in children (MIS-C), what is it and who is at risk? This is a condition where different body parts can become inflamed, including the heart, lungs, kidneys, brain, skin, eyes, or gastrointestinal organs. We do not yet know what causes MIS-C. However, we know that many children with MIS-C had the virus that causes COVID-19 or had been around someone with COVID-19. MIS-C can be serious, even deadly, but most children who were diagnosed with this condition have gotten better with medical care.

Contact your child's doctor, nurse, or clinic right away if your child is showing symptoms of MIS-C.

- Fever
- Abdominal pain
- Vomiting
- Diarrhea
- Neck pain
- Rash
- Bloodshot eyes
- Feeling extra tired

Be aware that not all children will have all the same symptoms.

How can I protect my child and my family? Teach your child and family members the following:

- Avoid close contact with people who are sick.
- Stay home when you are sick, except to get medical care.
- Cover your coughs and sneezes with a tissue and throw the tissue in the trash.
- Wash your hands often with soap and water for at least 20 seconds.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Clean and disinfect frequently touched surfaces and objects, like tables, countertops, light switches, doorknobs, and cabinet handles).
- Encourage all family members to wear a face covering outside of the home.

Will my child have to wear a face covering? Why?

CDC recommends that everyone 2 years and older wear a cloth face covering that covers their nose and mouth in public settings when around people not living in your household, particularly where other social distancing measures are difficult to maintain. Cloth face coverings should NOT be put on babies or children younger than 2 because of the danger of suffocation. Children younger than 2 years of age are listed as an exception as well as anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the face covering without assistance. Also our Special Education population will be taken into consideration on whether or not they must wear face coverings.

Face coverings have been proven to be effective. For example: two hair stylists in Missouri developed respiratory symptoms and were subsequently diagnosed with COVID-19, but continued to work for 8 days (stylist A) and 5 days (stylist B) after developing symptoms

- Stylists worked for a combined 17 days while considered infectious; Exposed 139 clients
- Very high compliance with face mask use by stylists and clients
- Zero people developed COVID-19 (tested about 48% of exposed clients)

When will my child be required to wear a mask? Students and staff will be required to wear a face covering in school at all times, but will be provided breaks from use when appropriate as to be determined.

What type of face covering can my child wear to protect against the spread of COVID-19? It is recommended to keep a supply of 5 reusable cloth face masks for each student for each school day and to regularly wash them at home. Acceptable face coverings must have at least 2 layers and cover your

mouth and nose. Face coverings should fit snugly against your face and not allow for any gaps. Appropriate face coverings can be made with the following materials:

- Bandana
- Neck gaiter
- Scarf
- Tightly woven fabric, such as cotton t-shirts and some types of towels
- Surgical mask purchased from the store. Please do not purchase N95 masks as we save those for the medical community. If you wish to make your own face covering the CDC has a great tutorial for doing so. Instructions can be found at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html>

Is a face shield an acceptable face covering? No. A face shield is used as an added layer of protection not as a single protective unit as it only protects the eyes. All coughs and sneezes will exit the face shield through the bottom and be dispersed into the air.

Who is considered “high risk?” People with underlying medical conditions or have compromised immunities such as COPD, serious heart conditions, cancer, kidney disease and Type 2 Diabetes to name a few. Please refer to the CDC website for more info.

Why do I have to check my child’s temperature before going to school if school officials are going to check it anyway? Screening at home will prevent any sick children from being sent to school therefore reducing everyone’s exposure to potential virus and/bacterial infections.

At what temperature should I keep my child home? Please keep your child home if his/her temperature is >100.4 F without the use of medications. If your child’s temperature is >100.0 F and they are symptomatic or look ill please keep them home as their temperature could increase as the day goes on. If you’re still unsure please feel free to reach out to your child’s school nurse for more guidance.

Which thermometer should I use? We recommend using a thermometer that you are comfortable using preferably a no touch model as that is what your school nurse will be taking temperatures with. If you do not have a thermometer please let the school know so that we can assist you with getting one. Furthermore other types of thermometers are fine to use as long as you follow the manufacturer’s directions on proper use.

If a student in my child’s class/school has a confirmed case of COVID-19 will we be notified? If a student has tested positive for COVID-19 the school will notify the NH Department of Health and Human Services (DHHS) and they will conduct contact tracing as determined by need.

What is contact tracing? Contact tracing is used by health departments to prevent the spread of infectious disease. In general, contact tracing involves identifying people who have an infectious disease (cases) and their contacts (people who may have been exposed) and working with them to interrupt disease transmission. For COVID-19, this includes asking cases to isolate and contacts to quarantine at home voluntarily.

Should I or my child be tested for COVID-19? Not everyone needs to be tested for COVID-19.

If you have symptoms of COVID-19 and want to get tested, call your healthcare provider first. Most people will have mild illness and can recover at home without medical care and may not need to be

tested.

What should I do if I or someone in my house gets sick? Stay home and monitor yourself and/or the person in your household who is sick. Increase hydration and rest. Do not return to school or work until fever free without the use of fever reducing medications such as Tylenol or Motrin. If you're not sure about what to do please contact your local health provider for more information.

What physical distancing measures will be used to protect my child at school? The benefit of being in the classroom outweighs the risk of contracting COVID-19 per the literature. Under current guidelines students and staff members will be kept at a distance of at least 3 feet apart when possible as this is deemed appropriate from the American Academy of Pediatrics provided students are wearing masks, facing forward and desks are placed in rows when possible. At the elementary level some desks will be equipped with desk providers to further decrease the risk.

Can my child hang out with their friends?

The key to slowing the spread of COVID-19 is to practice social distancing. While school is out, children should not have in-person playdates with children from other households. If children are playing outside their own homes, it is essential that they remain 6 feet from anyone who is not in their own household. Some children with certain underlying medical conditions are at higher risk for severe illness from COVID-19.

Make sure children practice washing their hands often with soap and water. Remember, if children meet outside of school in groups, it can put everyone at risk.

Will my child still have access to the school nurse for typical health visits such as headaches, stomach upset or need for daily medication etc? Yes your school nurse will still be available for any and all students who are in need during the school day and will operate as it has in the past with the exception of suspected COVID-19 cases.

What cleaning measures will the school take to protect my child? The school is following CDC and NH DHHS guidelines for sanitation and disinfection of areas routinely. We are equipped with sanitation spraying devices as well as approved cleaning products that will be utilized by school custodians, teachers and school nurses daily. We have increased the number of hand sanitizer dispensers in high traffic areas and are installing additional sinks in the hallways at the elementary school to allow more access to sanitary practices. As well, touchless faucets have been ordered for installation.

What cleaning products are most effective against COVID-19? Clean and disinfect frequently touched surfaces such as tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. If surfaces are dirty, clean them using detergent or soap and water prior to disinfection. To disinfect, most common EPA-registered household disinfectants will work. For specific names of products please visit

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-co-vid-19>

Should my child use soap or hand sanitizer to protect against COVID-19? Washing your hands with soap and water for 20 seconds is the single most important thing you can do to protect yourself from germs. When soap and water are not easily accessible, hand sanitizer with 60% or more alcohol content is recommended.

Should contact lenses users take special precautions against COVID-19? Currently there is

no evidence to suggest contact lens wearers are more at risk for acquiring COVID-19 than eyeglass wearers.

Will my child be isolated if they are sick at school? Where? Yes, but only children who have 2 or more COVID-19 symptoms will be placed into a room designated for isolation. The location and set up of the isolation room will be different in all of our school buildings however your child will be located close to the nurse and continually monitored. They will have access to a bathroom at all times and will be kept comfortable until you can arrange for pick up. To decrease the risk of potentially contracting and exposing others to Covid-19, we ask that parents are equipped with a phone and/or an alternative contact that can pick up your child as soon as possible. The isolation rooms are not set up to keep your child for long periods of time.

If my child is sent home sick will they be required to be tested for COVID-19? No not necessarily. If your child is exhibiting 2 or more symptoms of COVID-19, the school nurse will refer you to your local health provider to determine the need for testing.

Can someone test negative then later positive for COVID-19? Yes, it is possible. You may test negative if the sample was collected early in your infection and test positive later during this illness. You could also be exposed to COVID-19 after the test and get infected then. Even if you test negative, you still should take steps to protect yourself and others as outlined. Contact your health provider for more information

How long will my child be required to stay home if they are sick?/ When can my child return to school? If symptomatic and confirmed with COVID-19 they will be excluded from school until:

1. At least 10 days have passed since symptoms first appeared, **AND**
2. At least 24 hours have passed since last fever (off fever-reducing meds), **AND**
3. Symptoms have improved

If they are ill due to any other illness please refer to the student/parent manual or SAU3 website for acceptable exclusion from school for illness. Generally speaking if taking antibiotics for an infection such as pink eye or strep throat the child must have received at least 4 doses or have taken the antibiotic for 24 hours before being allowed back to school. The child must also be fever free for 24 hours without the use of fever reducing medications prior to returning to school.

Is it possible to have the flu and COVID-19 at the same time? Yes. It is possible to test positive for flu (as well as other respiratory infections) and COVID-19 at the same time.

What if my child has been exposed to COVID-19, will they be required to stay home?

If your child has been exposed to a person with a confirmed case of COVID-19 with close contact less than 6 feet and was not wearing a face covering then we would recommend contacting your local health care provider for assistance before they come to school. If your child was wearing a face covering and so was the person positive with COVID-19 then we recommended monitoring for signs and symptoms of the disease and contacting your local health care provider for their recommendation as to how to proceed before they come to school.

How do I prepare my child in case of a COVID-19 outbreak in our community? Outbreaks can be stressful for adults and children. When you talk with your child, try to stay calm, and reassure them that they are safe. Talk to your child about COVID-19 and answer questions simply to help them better understand and cope with the stress.

Are people with disabilities at higher risk for getting COVID-19? Most people with disabilities are not inherently at higher risk for becoming infected with or having severe illness from COVID-19. Some people with physical limitations or other disabilities might be at a higher risk of infection because of their underlying medical condition. Talk with your health care provider if you have additional questions.

How can my family cope with the added stress? Supporting children with special healthcare needs can put additional demands and stress on families, especially during emergency situations. You have likely found ways to manage the stress and challenges unique to your family's situation. It is important to continue your family's coping methods, including reaching out to other family members, friends, support groups, and organizations that have been helpful in the past. If you, or someone you care about, are feeling overwhelmed with emotions like sadness, depression, or anxiety, or feel like you want to harm yourself or others:

- Call 911
- Visit the Disaster Distress Helpline at [samhsa.gov](https://www.samhsa.gov)
- or call 1-800-985-5990, or text TalkWithUs to 66746
- Visit the National Domestic Violence Hotline at [thehotline.org](https://www.thehotline.org)
- or call 1-800-799-7233 and TTY 1-800-787-3224

When should I seek emergency care? Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

All information has been collected and cited from the CDC website and from NH state Epidemiologist, Dr. Benjamin Chan.

For more information please refer to

<https://www.cdc.gov/coronavirus/2019-ncov/faq.html#Children> Or

<https://www.dhhs.nh.gov>

Protocols for all in the building

1. Who wears masks? When? Medical conditions need a doctor's note? Face shields?

All students and staff should wear face coverings unless contraindicated such as children under the age of 2 or in medical crisis. Collaboration with healthcare community leaders pointed out that there are very few medical conditions that warrant exclusion from face coverings such as those children with Autism or PTSD related to

suffocation issues. Those with conditions such as asthma should stay home if experiencing exacerbation of said condition or symptoms that suggest a change from their baseline. Situations such as this make that person more susceptible to contracting Covid-19. Face shields should not replace face masks per the CDC guidelines. Face Shields are primarily meant as an additional barrier when deemed necessary (in conjunction to wearing a face covering).

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html#feasibility-adaptations>.

2. **Screening procedures - Who? When? What if they screen pos?**

Daily symptom checklists may not only NOT be beneficial for detecting Covid-19, but may overtax staff unnecessarily. It is a great way to identify illness, but not specifically Covid-19: CDC

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>. Posters containing the Covid-19 assessment questions should be placed in each classroom and hallways as a visual to what students and staff need to be thinking about. This assessment checker will be conducted in the nursing offices when appropriate.

Temps should be taken at home by parents along with this symptom checklist including staff. This would serve to keep the child/staff member with illness and symptoms home for the day thereby decreasing exposure. Temperatures should be taken twice a day for each student starting within the first 30 minutes of the first class of the day. This will eliminate higher temps resulting from winter clothing and or increased metabolisms from walking or rushing about. These temperatures need to be recorded in a way that is consistent, easily accessible by the nurse and provides privacy (TBD) based on the situation. Second temperature reading should occur approximately 4 hours later in the day. These temperature readings apply to all staff as well. Anyone with a temp >100.4 or >100.00 with symptoms need to report to the nurses office immediately. For those suspected of an illness that may be Covid-19, they will be placed in an isolation room (mask and other appropriate equipment) and parents called for immediate pickup. Reporting to DHHS and Administration as instructed.

3. **Privacy issues?**

Information sharing will adhere to all HIPPA and FERPA rules as outlined in the following citation. The circumstances to do share include but are not limited to required reporting to DHHS and or to PCPs as referrals. Protocols will be put into place to collect and handle all temperatures taken of students and staff.

https://studentprivacy.ed.gov/sites/default/files/resource_document/file/FERPA%20and%20Coronavirus%20Frequently%20Asked%20Questions.pdf

4. **Protocol for symptoms during the day? Sending students/staff home...will they need medical docs to return? How long out for if sent home? If positive? If exposed? If a family member is positive? If a family member is exposed?**

All students and staff who have symptoms of any illness, should report to the nurse's office for further evaluation. The following algorithm has been created so all nursing

decisions are consistent as possible. This algorithm may be updated or changed to reflect the most recent updates and or information sharing from local providers. This is the starting point for nursing. See attachment A for the Algorithm.

Medical documentation and correspondence of positive Covid-19 cases will exist between all parties such as the school Admin, nursing, DHHS and/or the PCP. Other documentation that rules out Covid-19 such as stating flu or other illness will continue as usual.

Students or staff who are sent home for fever and or symptoms will remain home until fever free (without the use of medications) for 24 hours or until symptoms resolve. If highly suspected of Covid-19, additional actions will take place such as requesting a medical return note from PCP.

Family members who are exposed to a potential Covid-19 person should proceed per CDC guidelines and those from their PCP. May require quarantining until the person's covid test comes back negative or symptoms resolve.

5. **Cleaning procedures if symptomatic at school? If later test positive?**

Cleaning procedures per the CDC guidelines are appropriate for all situations whether reducing the risks or cleaning after positive test results. Cleaning products will comply with EPA standards.

<https://www.google.com/url?q=https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19&sa=D&ust=1596054518993000&usg=AFQjCNFqh2AfqfUQoXq4N1f32ySZqTB4ow>

6. **3 ft vs 6 ft justification?**

The 3ft justification was addressed by the American Academy of Pediatrics that states when 6 feet is not possible, 3 ft distance between desks will be appropriate if: all students are wearing face coverings and all students are facing forward. It is understood that requiring 6 feet distancing in the classroom would not be feasible for most schools in providing room for all that need to be in attendance.

<https://www.google.com/url?q=https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/&sa=D&ust=1596054518993000&usg=AFQjCNHL2fZ36PgVDjgHOSjxWQeN4HPjg>

Isolation Rooms

Each School building will have an isolation room or area where students and staff who exhibit COVID-19 symptoms can be kept apart from others. Each person within the nurse's office will have an assessment. The nurse will notify the teacher via email or quickest route of communication that the student showing signs and symptoms should have their desk/table and chair swiftly cleaned with an appropriate disinfectant to prevent the spread of germs. Said teacher will use standard precautions and practice good hygiene after disinfecting the area.

If symptomatic, staff/student should be placed in a controlled, single-person room with the door closed. If more than one person suspected of COVID place 6 feet apart and privacy screens

might come in handy for keeping people separated. The isolation room will clearly be marked on the outside of the door as *Isolation Room* and entry is not permitted. Near the entry of the isolation room PPE such as gown, gloves, masks etc will be housed for the nurse's use. As a measure to limit exposure and conserve PPE, the nurse should designate isolation rooms within the facility to hold known and suspected staff/student cases separately, if possible. They should have access to a dedicated bathroom. If the isolation room does not have a bathroom the student from the BMHS can use the main bathroom with escort. The BES school isolation room (514), the student can use the west health office nurse's bathroom provided the nurse is made aware of the need and can make arrangements for the safe and private entry into the nurse's bathroom. All bathrooms will be disinfected afterwards per CDC guidelines. Anyone entering designated rooms must use appropriate Personal Protective Equipment (PPE). Parents/guardians (and administrators) of a symptomatic student are to be notified immediately of their child's status and parent/guardian be asked to remove the student from premises as soon as possible. They should have outside access doors for retrieval of staff/students without contaminating additional school areas.

On the outside of the isolation room supplies such as gloves, gowns, face shields, and hand sanitizer (PPE) for the nurse to don upon entering the room. Inside the isolation room there will be dedicated non-critical patient-care equipment (e.g. **stethoscope, thermometer, blood pressure cuff** and **sphygmomanometer**) for the student/staff member. Also there will be a need for a baby monitor or equivalent system, to monitor the person in the isolation room, for each nurse's office to the appropriate isolation room. The isolation room is intended for a short temporary stay. After student/staff are dismissed from the building, nursing staff and/or custodial staff will thoroughly clean and disinfect isolation room equipment that is used.

- Wear disposable gloves to clean and disinfect.
- Clean surfaces using soap and water, then use disinfectant.
- Cleaning with soap and water reduces the number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.

Plan in place for placing student/staff in isolation room:

BMHS isolation room will be located in the space of the current custodial room across from the nurse's health/main office. Student/staff member in the isolation room will be monitored by both the BMS and BHS school nurses via video monitoring systems.

BES isolation room will be room 514 next to the west nurse health office. The East nurse will notify the West nurse and Administration for need for an isolation room. The East nurse will escort the student from the east side health office with appropriate precautions to room 514. Parents will be notified to pick their student up at Door G on State Street and be dismissed out Door H. Both East and West secretaries will be notified of dismissal.

Westside nurse will use the isolation room accordingly as it is located in the room next to the West health office. The Westside nurse and the Eastside nurse will closely monitor any and all students/staff via a monitoring system.

If one of the BES nurses is absent for the day, there will need to be another designated person, to monitor the isolation room (514) if occupied by a student until they are dismissed.

Such as someone from administration, or a staff member designated per administration.

Standard Precautions are the minimum infection prevention practices that apply to all student/staff care, regardless of suspected or confirmed infection status of the student/staff member, in any setting where healthcare is delivered. These practices are designed to both protect the Designated Health Care Provider (DHCP) ie. school nurse and prevent DHCP from spreading infections among others. Standard Precautions include —

1. Hand hygiene.
2. Use of personal protective equipment (e.g., gloves, masks, eyewear).
3. Respiratory hygiene / cough etiquette.
4. Clean and disinfect environmental surfaces.

Reference:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
[k-12-education-school-isolation-room-guidelines%20\(1\).pdf](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html)
<https://www.cdc.gov/infectioncontrol/pdf/guidelines/isolation-guidelines-H.pdf>
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Scheduling

Scheduling Recommendations: The Sub-Committee started by identifying non-negotiables involved in moving a recommendation forward. They include:

- Ensure equitable opportunities for all students (on-site/ remote)
- Adhere to reasonable and realistic expectations for students that are developmentally appropriate, as safe as possible, and that reflect our core values
- Pay attention to social and emotional needs of student and staff
- Ensure students have access to meals (breakfast/ lunch) each school day
- Provide ongoing access to Integrated Arts for students (and planning breaks for staff)
- Meet minimum standards required by DOE
- Provide special education, SEL and mental health services

See plan in previous pages. More details to follow.

Transportation

Transportation Recommendations: *Modified based on SAU-wide safety and monitoring protocols.

Guiding Questions:

- Is it beneficial?
- Is it feasible?
- Is it attainable?

ROUTES:

- Students will be assigned a bus.
- School transportation will be from bus stop to school in the morning and from school to bus stop in the afternoon only.
- Routes subject to change

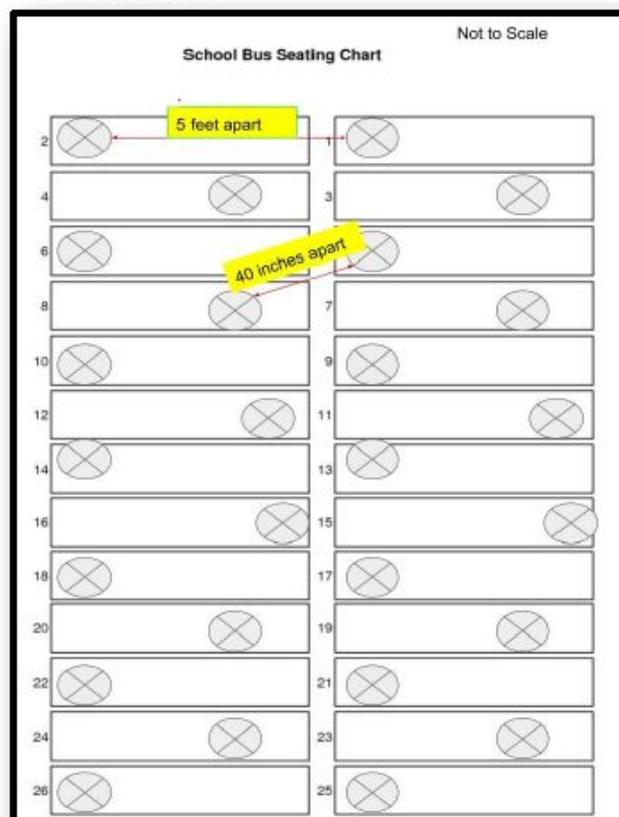
- Buses can hold up to 26 people
- Seating Chart (see below)
- Across 5ft, Diagonal 38"
- Colored tape and symbols will be used to mark off and differentiate seats and non-seats

STUDENTS:

- Student temperature and symptoms should be monitored by parents/guardians prior to entering the bus each day.
- Students will wear facemasks on the bus at all times.
- Students will sanitize hands upon entering the bus. Sanitizer will be administered by a bus monitor.
- Attendance procedure to be taken by bus monitor to account for students present.
- Students will have assigned seats and will be required to sit in the same seat each day.
- Bus monitor will instruct students with loading and unloading the bus as needed.

SEATING ARRANGEMENTS:

- Students will be assigned seats. Members of the same household may share seats.



PPE REQUIREMENTS FOR STUDENTS:

- Masks are required and will be provided to students upon boarding if they do not have one
- Seats clearly marked for social distancing
- Hand Sanitizer

BUS MONITOR RESPONSIBILITIES:

- Ensure the safety of the driver and students
- Reinforce and remind students of expectations
- Keeps attendance, seating chart

- Helps with hand sanitizing and distancing efforts

DOCUMENTATION OF BUS ATTENDANCE:

- Sign ups only / with bus pass
- Rider attendance will be taken daily and given to the office
- Bus stop changes and or addition of riders will not be allowed
- No “guests” will be allowed on buses (i.e. sleep overs, gymnastics, work drop offs, etc)

DRIVER SAFETY:

- Mask, optional gloves, and sanitizer will be provided
- Daily screening of drivers temp & health questionnaire
- Hand washing/sanitizing often, including before and after completing trips
- Attempt to keep the same driver on the same bus
- Drivers will be trained on proper and thorough sanitation procedures
- Must use driver’s window for any communication - no parent/guardians may enter the bus
- Install plexiglass shield behind driver seat (as per federal & state law)

BUS DRIVER CLEANING RESPONSIBILITIES

High-touch surfaces in school buses that should be regularly cleaned include, but are not limited to:

- Seats
- Inside hand railing
- Floors
- Interior windows and wall section below passenger windows
- Inside and outside door handles (including manual control for service door), inside door grab handles, pads and armrests
- Keys
- Steering wheel
- Shift lever and console
- Dashboard
- Turn signal and wiper stalks
- Seat and seat adjuster
- Any other parts that are commonly used and that may have been touched

Facilities

Areas to address in preparation of reopening

Key: * = 1st priority, ** = 2nd priority, *** = 3rd priority

Maintenance	
Action	Completed by re-entry?
***Continue replacement schedule for windows to ensure all windows work	Ongoing
*Remove all classroom area rugs and shared fabric furniture and store in storage	Yes
*Disinfect high touch areas (door knobs, railings, faucets, etc.) regularly	Yes
*Mark "road line" on hallway floors (BES)	Yes
*Install "one way" arrows of travel in common areas	Yes
*Install signs in all "mask mandatory" areas (hallways, offices, teacher/ copier rooms)	Yes
*Install signs for social distancing and Covid-19 recommendations in school, school yard, drop off zones, cafe, hallways, etc.)	Yes
*Install multiple hand sanitizer stations in high volume areas (cafe, gym, hallways, etc.)	Yes
*Install **touch-free toilets and *touch-free faucets in restrooms	Ongoing
*Clean all bathrooms at a minimum of twice a day	Yes 2x/ day
*Shut off ventilation in the isolation room	Yes
*Install shields in frequent contact areas (Admin., nurse, office, cafe etc.)	Yes
*Turn off all drinking fountains - water fill stations will still work	Yes
***Install cup dispenser next to water fill station & add wastebasket	Yes
***Install water fill stations in the 300s and 600s	Ongoing
*Install sinks next to existing water fountains (BES) *** 2 upper east side, 2 upper west side **2 lower east side, 2 lower west side, 1 by the old gym fountain	Yes
*Install soap dispenser, paper towel dispenser and waste basket along with new sinks being added	Yes
*Bring items to storage that cannot be used during Covid-19	Yes
*Create detailed cleaning/ disinfecting plan for daily cleaning	Yes
*Purchase disinfectant and cleaning supplies for each room	Yes
Administration	
*Review and adjust custodial staff schedules to meet the new demands. Assess whether additional help is needed.	Yes
*Maintain a stock of extra (back up) masks for students and staff	Yes

*Develop protocols for who, how and when people can enter the building	Yes
*Mandate masks for all visitors	Yes
*Screening protocols for visitors	Yes
*Purchase thermometers for each classroom	Yes
*Purchase gloves	Yes
*Develop drop off & pick up locations and schedules	Yes
*Make a plan for shared materials (books, manipulatives, games, blocks, etc.) Can we use them? How should they be cleaned? How often?	Yes
*Purchase containers for individualized materials for students	Yes
*Determine where the isolation room will be, protocol for transporting the student there, who will monitor the student, how will the student be escorted out of the building?	Yes
*Deciding if table dividers are required in classrooms, if so when and how will they be installed	Yes
*Small children at BES/ BMHS in isolation will need adult supervision. How does this happen, in regards to both safety and personnel?	Yes
*How can doors be best utilized for safe entry and exit of students? BES has many doors. BMHS has fewer.	Yes
*Coordinate with CTE to determine procedure for sending school students.	Yes
Classroom Preparation	
*Set up tables/ desks for social distancing	Yes
*Assign materials to each student (pencils, crayons, computers)	Yes
*Prepare/ mark any items that need to be stored throughout Covid-19 & remove any personal items that cannot be used during Covid-19	Yes
*Designate student seating and groups in classrooms, cafe and specialty classrooms	Yes
Other	
Only use disposable plates and utensils	Ongoing

Schedule for Cleaning, Sanitizing & Disinfecting

Areas	Before Each Use	After Each Use	Daily (end of the day)	Weekly	Monthly	Comments
Cafeteria						
• Tables & Chairs	Clean, Disinfect	Clean, Disinfect				
Classrooms						

• Tables, Door Knobs, Light Switches, Countertops, Handles, Sneeze Guards & Desks			Clean, Disinfect			
Entrances, Hallways and Common Areas						
• Phones & Keyboards	Clean, Disinfect	Clean, Disinfect				User to disinfect with disinfecting wipes
• Countertops Main Offices		Clean, Sanitize	Clean, Disinfect			Office Staff to sanitize countertop periodically, custodian disinfect nightly
• Lockers & Hallways			Clean, Disinfect	Clean, Disinfect		Locker doors will need to be disinfected nightly if used by students.
• Interior Handrails			Clean, Disinfect			
• Door Handles			Clean, Disinfect			
• Elevators			Clean, Disinfect			
• Locker rooms (Gym & CTE)			Clean, Disinfect			
• Water Fountains			Clean, Disinfect			Bubblers inactive, hands free water fill stations only
Restrooms						
• Mirrors/Sinks/Counters			Clean, Disinfect			
• Toilets/Urinals			Clean, Disinfect			
• Stalls			Clean, Disinfect			
• Door Handles			Clean, Disinfect			
• Light Switches			Clean, Disinfect			
Staff						
• Teacher's Lounge areas			Clean, Disinfect			

• Office areas				Clean, Disinfect	Phones & keypads- user to disinfect with disinfecting wipes
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Personnel

The safety of SAU 3 employees is one of our top priorities during the COVID-19 pandemic. As we prepare to resume the school year, new procedures and policies have been adopted to minimize the risk of exposure and prevent the spread of COVID-19 when onsite. Outlined below is an overview of safety measures implemented by SAU 3 employees upon re-entry to our school buildings.

Employees will follow policies and procedures related to hygiene which will include, but not be limited to:

- ❖ Employee will stay at home when sick
- ❖ When home due to quarantine and able to do so, remote work will be performed when available
- ❖ Employees will wear a mask at all times in common spaces and when not alone
- ❖ Employees will mitigate their risk of exposure by adhering to all state and federally ordered guidelines, including travel guidelines
- ❖ Employees will participate in mandatory training as identified below
- ❖ Employees must complete a daily screening tool before entering the building
- ❖ Employees must immediately report symptoms to building administrator or designee
- ❖ Employees may not gather in shared spaces or use communal spaces or items
- ❖ Employees must clean and disinfect work spaces
- ❖ Employees will report to the building unless remote work is assigned by the administration

TRAINING:

Initial training will be provided to all employees prior to school reopening

- Training will be available online and in person, when necessary and proper safety protocols can be adhered to. Trainings are mandatory for all employees: COVID-19 overview, Use of PPE, Cleaning and Disinfection, Screening tool use and self reporting, Response to symptomatic students and colleagues, Use of sick leave, FMLA & Covid-19 FFCRA
- Training guidance:
 - [Universal Guidelines for All New Hampshire Employers and Employees](#)
 - [Cleaning and Disinfecting Public Spaces for COVID-19](#)
 - [What Covid 19 is, how it is spread and its symptoms](#)

Athletics

- Currently working on safety measures to reintroduce athletics during the current pandemic
- Media- If we do not allow fans to games how can we broadcast? Live using 98.1 FM (will check with Chamber), NSN Sports, Facebook Live.

- If we do allow fans, we will mandate face masks for all fans, social distancing in groups?
Will use model from graduation
- Busing:
 - Seating arrangements - 25 per trip, one athlete per seat and staggered
 - Windows open during trips
 - All riders must wear face masks when traveling.
- Coaches will wear face masks while coaching, substitute players (on the bench) will be required to wear face masks until they enter the game
- COVID-19 Stations will be at all home games for each team (extra facemasks, hand sanitizer, and disinfectant wipes to use when coming out of the game). We will send out the protocol to visiting schools prior to game
- Players will have their temperatures taken and each player will be required to fill out an Access to Practice & Games
- No water coolers allowed. Athletes must bring their own water to games and practices
- Ice coolers will be pre-packed using ziplock baggies. The coach will pack cooler prior to games and practices using non-latex gloves
- Fall Parent Meeting via Zoom and or prerecorded and pushed out on Facebook
- JV Games, discussing with other schools about playing on Saturday and Sundays
- Forms are being drafted with COVID-19 Guidelines for playing sports (risk factors)
- Homecoming and Great Glen XC race is currently up for discussion - How can we safely hold pep rally, parade and games?

Student Special Services

Continue to work with families to provide meaningful supports and services according to student IEPs, whether onsite or remote.

Specific information for families will be forthcoming.

Social-Emotional Learning (SEL)

- Why is SEL important?
- Who are we here to support - students & families or staff? Both! Remote learners? Yes! Homeschool students? No, unfortunately, homeschool families do not have the benefit of our supports and services.
- Who will provide instruction - Teachers? Counselors? Student Support Center staff? Social worker? BHIT team? Tiered supports - all of the above.
- Disengaged students - How do we identify them? How do we refer them? What is the progression of interventions for disengaged students?
- SEL tools that may be useful - Class Catalyst, BitMoji virtual classrooms for counselors
- Create a crisis response plan
- Work with admin on implementing the new state suicide prevention requirements
- Align supports, resources and protocols with outside community agencies

Communications

Protocol For Suspected or Confirmed Cases In the Building

1. Any person with suspected or confirmed COVID-19 should be reported immediately to public health by calling 603-271-4496. (After hours 603-271-5300 and ask for the public health nurse on call.)
2. Public health will conduct a detailed investigation to identify people who may have been in “close contact” with a student or staff member diagnosed with COVID-19 during their infectious period. As part of the public health investigation, investigators seek to identify close contacts starting two days before the person became symptomatic or test positive for COVID-19 (if asymptomatic).
3. “Close contact for the purposes of the public health investigation In NH is defined as a person being within six feet of the individual diagnosed with COVID-19 during the infectious period for 10 minutes or longer. Depending on individual circumstances, and on a case-by-case basis, public health may identify other individuals considered at risk for exposure.
4. Any person who is identified as a close contact or at risk for exposure to COVID-19 based on the public health investigation will be required to quarantine for 14 days from their last day of exposure. Depending on the specific circumstances, this may involve quarantine of only specific individuals, but could include whole classes; public health will assess on a case by case basis.
5. NH public health will work with schools to collect the necessary information (through the PIO of school), interview the person diagnosed with COVID-19, and potentially other staff involved to gather information to make an informed decision about risk and need for people to quarantine.
6. Public health will also assist with school and student/ faculty communication.

Next Steps

- HVAC inspections and IAQ testing upcoming
- Address emergency responses and drills
- Develop details of schedule (UAs, teacher assignments K-3)
- Plan PD days
- Student sign ups for choice of model and bussing
- Monitor acquisition of supplies and equipment
- Continue to monitor status of COVID-19, Governor’s Orders, CDC & DHHS guidance
- Work with unions on MOAs
- Continue to develop consistent academic structure

Potential reasons for plan deviation

- Results or timing of HVAC testing and any work necessary after inspection

- The inability to have all safety precautions in place on time due to supply delays/shortages
- Further changes in Governor’s Orders, CDC or DHHS guidelines
- A substantial change in the virus within our community that warrants deviations from all models outlined in this plan
- Union MOAs are not ratified
- If K-3 sign-ups for remote choice are not significant enough to reduce the number of students in the space in order to practice social distancing

Communication

School Contacts

<p>School Administrative Unit #3 183 Hillside Avenue Berlin, NH 03570</p> <p>Superintendent of Schools: Julie King Director of Special Services: Martha Miller Main Office: 603-752-6500 Special Services: 603-752-5068 Transportation: 603-752-3719 FAX: 603-752-2528</p>	<p>Berlin Middle High School</p> <p>Principal: Mike Kelley Assistant Principal: Sonya L’Heureux Assistant Principal: Jason Hook Main Office 752-4122</p>	<p>Berlin Elementary School</p> <p>Principal: Tammy Fauteux Assistant Principal: Sandy ot Main Office 603-752-5328</p>
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District Updates

For the most up to date information regarding the re-entry plan and the decision making process surrounding the 2020-2021 school year, please visit our website www.sau3.org. You can also check out our Facebook pages for the district and each building.

We also frequently use our OneCall automated calling system to share information, be sure to update your contact information. Registration is open on PowerSchool if you want to update anything or complete the fall forms... they are all digital. Elementary students’ report cards contained directions for creating the account to update this info. Those with active PowerSchool accounts can go in at any time. Please contact the appropriate school main office with any questions.

