

**TROY AREA SCHOOL DISTRICT**  
**PHASED SCHOOL REOPENING HEALTH AND SAFETY PLAN**

**March 9, 2021**

## **Table of Contents**

<b>Health and Safety Plan: Troy Area School District.....</b>	<b>3</b>
Type of Reopening.....	3
Pandemic Coordinator/Team.....	4-6
Key Strategies, Policies, and Procedures.....	6
Cleaning, Sanitizing, Disinfecting and Ventilation.....	6-10
Social Distancing and other Safety Protocols.....	10-19
Monitoring Student and Staff Health.....	19-23
Other Considerations for Students and Staff.....	24-26
Health and Safety Plan Professional Development.....	26
Health and Safety Plan Communications.....	27
<b>Health and Safety Plan Summary: Troy Area School District.....</b>	<b>27</b>
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation.....	27-28
Social Distancing and Other Safety Protocols.....	28-29
Monitoring Student and Staff Health.....	29
Other Considerations for Students and Staff.....	30
<b>Health and Safety Plan Governing Body Affirmation Statement: Troy Area School District....</b>	<b>31</b>

## HEALTH AND SAFETY PLAN: TROY AREA SCHOOL DISTRICT

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

- The Substantial Phase: Schools will either do remote learning or hybrid model 4 days, Monday – Thursday, Friday, remote day, instruction at home. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Moderate Phase and Low Phase: **Schools will be in-house 5 days, Monday – Friday**, after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

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

### TYPE OF REOPENING

Based on Bradford County's current designation and local community needs, Troy Area School District has selected the following type of reopening:

- During moderate stage, **Schools will be in-house 5 days, Monday – Friday**.
- During low stage, total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern). We are enrolling all of K-12 students in an on-line learning management program. Our teachers will be the teacher of record for each of these courses. If we have to close school all our students will remain in the online program utilizing our classroom teachers.

Anticipated launch date for in-person learning:

- August 27, 2020

## PANDEMIC COORDINATOR/TEAM

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Eric Stair	TASD Administrator	The coordinator will oversee the Pandemic Team and communicate with the school board of directors and assist the team in the development, modification, and implementation of the District Health and Safety Plan.
Mr. David Blair	TASD Administrator	The Director of Buildings and Grounds will be responsible for the oversight of the day to day operations of the maintenance and custodial staff and will communicate with the team on a regular basis updating the team on any safety and health concerns as they relate to our campus, campus activities, or other aspects that involve the campus safety and health of students when they are traveling to and from our school campus.
Mr. Robert Binduga, Mr. Brandon Miller and Mr. Ryan Chaapel	TASD Buildings and Grounds	The Buildings and Grounds staff will assist in the coordination of health and safety activities as they relate to sanitation and health related procedures during entry, exits, and transitions students and staff make throughout the day when the educational system is functioning.
Mr. Ryan Schrader	TASD Technology Specialist	The purpose of the technology specialist is to address any questions we have around plans that will involve the implementation of any online components of our plan.
Mr. Dan Brenner, Principal Mrs. Angela Keating, Assistant Principal	TASD Administrator	The building principals will be responsible for the oversight of the implementation of the District Health and Safety Plan while students and staff are on site for all educational activities. They will also communicate to the team any concerns, issues, or recommendations for adjustments to the plan throughout the plan implementation phase.
Mr. Steve Brion, Principal Mr. John Imbt, Assistant Principal	TASD Administrator	The building principals will be responsible for the oversight of the implementation of the District Health and Safety Plan while students and staff are on site for all educational activities. They will also communicate to the team any concerns, issues, or

		recommendations for adjustments to the plan throughout the plan implementation phase.
Mr. Ryan Schrader	TASD Safety Coordinator	The safety coordinator will provide feedback to the principals, Director of Buildings and Grounds, and Pandemic Coordinator on the day to day operations and implementation of aspects of the Health and Safety Plan, specifically in the area of safety.
Ms. Eleanor Madigan	TASD Certified School Nurse	The school nurse will provide critical feedback about any health related issues and lead the discussion with the team on recommendations on how the district responds to day to day health issues faced by students, staff, or the district as a whole.
Mrs. Heather Bohner, Mrs. Gyla Hoose	Parent, PEMA Representative	The purpose of the parents is to provide us valuable input on specific areas of health and safety and how they impact the students of the district as we prepare the plan.
Mrs. Sheryl Angove	Community Representative, School Board President	The purpose of the school board member will be to keep the rest of the school board apprised of the progress of the team and make them aware of the progress and details of the plan as it is being developed throughout the entire process.
Mrs. Heather Bohner	TASD School Board Member	The purpose of the school board member will be to keep the rest of the school board apprised of the progress of the team and make them aware of the progress and details of the plan as it is being developed throughout the entire process.
Mrs. Sarah Murray	Parent, Special Education	The purpose of the parent is to provide us valuable input on specific areas of health and safety and how they impact the students of the district as we prepare the plan.
Mrs. Bonnie Bixby	Transportation Provider	The purpose of the transportation provider is to provide the team with the economic impact of transportation and determine how the team can continue to support the transportation.
Mrs. Heidi Butler	TASD Special Education Teacher	The purpose of the teacher is to provide insight on the aspects of the plan as it involves the implementation of various stages of the plan as they relate to planning, instruction, safety, and the classroom environment.
Ms. Andrea Simpson	TASD Regular Education Teacher	The purpose of the teacher is to provide insight on the aspects of the plan as it involves the implementation of various stages of the plan as they relate to planning, instruction, safety, and the classroom environment.
Mrs. Karlene Shimko	TASD TAEA Representative	The purpose of the TAEA Union representative is to provide insight on the aspects of the plan as it involves the

		implementation of various stages of the plan as they relate to planning, instruction, safety, and the classroom environment.
Mrs. Bonnie Bixby	TASD Food Service Director, Nutrition Group	The purpose of the food service director being on our team will allow us to plan for how we will handle the breakfast and lunch programming throughout the school day.

## KEY STRATEGIES, POLICIES, AND PROCEDURES

### CLEANING, SANITIZING, DISINFECTING AND VENTILATION

The Troy Area School District will ensure all buildings are cleaned and ready for students and staff to safely return to school for the 2020-2021 school year. The district has secured supplies to assist in this process that meet WHO and CDC requirements for COVID-19. Safety procedures and protocols will be implemented for cleaning, sanitation, disinfecting, and for ventilation purposes to maintain staff and student safety. Procedures will be developed for cleaning and disinfecting throughout the school day, and staff and students will be trained on sanitizing, disinfecting, and ventilation protocols. The training will be provided to staff prior to the start of the 2020-2021 school year, and it will be provided to students during the first week of school that students are in attendance in person.

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
* <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	<b>Cleaning</b> <ul style="list-style-type: none"> <li>• Wear disposable gloves to clean and disinfect.</li> <li>• Clean surfaces using soap and water, then use disinfectant.</li> <li>• Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.</li> <li>• Practice routine cleaning of frequently touched surfaces.</li> <li>• More frequent cleaning and disinfection may be required based on level of use.</li> <li>• Surfaces and objects in public places, such as shopping carts and point of sale keypads should be cleaned and disinfected before each use.</li> <li>• High touch surfaces include:</li> </ul>	<b>Cleaning</b> <ul style="list-style-type: none"> <li>• Wear disposable gloves to clean and disinfect.</li> <li>• Clean surfaces using soap and water, then use disinfectant.</li> <li>• Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.</li> <li>• Practice routine cleaning of frequently touched surfaces.</li> <li>• More frequent cleaning and disinfection may be required based on level of use.</li> <li>• Surfaces and objects in public places, such as shopping carts and point of sale keypads should be cleaned and disinfected before each use.</li> <li>• High touch surfaces include:</li> </ul>

	<ul style="list-style-type: none"> <li>• Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.</li> </ul> <p><b>Disinfecting</b> Always read and follow the directions on the label to ensure safe and effective use.</p> <ul style="list-style-type: none"> <li>• Wear skin protection and consider eye protection for potential splash hazards</li> <li>• Ensure adequate ventilation</li> <li>• Use no more than the amount recommended on the label</li> <li>• Use water at room temperature for dilution (unless stated otherwise on the label)</li> <li>• Avoid mixing chemical products</li> <li>• Label diluted cleaning solutions</li> <li>• Store and use chemicals out of the reach of children and pets</li> </ul> <p><b>Disinfecting Soft Surfaces</b></p> <ul style="list-style-type: none"> <li>• Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.</li> <li>• Launder items (if possible) according to the manufacturer’s instructions. Use the warmest appropriate water setting and dry items completely.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Disinfect with an EPA-registered household disinfectant.</li> <li>• Vacuum as usual.</li> </ul> <p><b>Electronics</b></p> <ul style="list-style-type: none"> <li>• Consider putting a wipe able cover on electronics.</li> <li>• Follow manufacturer’s instruction for cleaning and disinfecting.</li> <li>• If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.</li> </ul>	<ul style="list-style-type: none"> <li>• Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.</li> </ul> <p><b>Disinfecting</b> Always read and follow the directions on the label to ensure safe and effective use.</p> <ul style="list-style-type: none"> <li>• Wear skin protection and consider eye protection for potential splash hazards</li> <li>• Ensure adequate ventilation</li> <li>• Use no more than the amount recommended on the label</li> <li>• Use water at room temperature for dilution (unless stated otherwise on the label)</li> <li>• Avoid mixing chemical products</li> <li>• Label diluted cleaning solutions</li> <li>• Store and use chemicals out of the reach of children and pets</li> </ul> <p><b>Disinfecting Soft Surfaces</b></p> <ul style="list-style-type: none"> <li>• Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.</li> <li>• Launder items (if possible) according to the manufacturer’s instructions. Use the warmest appropriate water setting and dry items completely.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Disinfect with an EPA-registered household disinfectant.</li> <li>• Vacuum as usual.</li> </ul> <p><b>Electronics</b></p> <ul style="list-style-type: none"> <li>• Consider putting a wipe able cover on electronics.</li> <li>• Follow manufacturer’s instruction for cleaning and disinfecting.</li> <li>• If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.</li> </ul>
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**Lead Individual:** Mr. David Blair, Maintenance Director

**Materials and Resources:** Additional cleaning supplies; additional clothing for staff for disinfecting high contact areas or areas known to be COVID-19 infected; signage; additional staffing.

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p><b>Cleaning and disinfecting your building or facility if someone is sick</b></p> <ul style="list-style-type: none"> <li>• Close off areas used by the person who is sick.</li> <li>• Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and other technology devices.</li> <li>• Vacuum the space if needed. Use a vacuum equipped with a high-efficiency particular air (HEPA) filter, if available.</li> <li>• Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.</li> <li>• Once the area has been appropriately disinfected, it can be opened for use.</li> <li>• Workers without close contact with the person who is sick can return to work immediately after disinfection.</li> <li>• If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary</li> </ul> <p><b>Cleaning and Disinfecting Outdoor Areas:</b></p> <ul style="list-style-type: none"> <li>• Students will not be permitted to use the playground equipment.</li> </ul> <p><b>When Cleaning</b></p> <ul style="list-style-type: none"> <li>• Regular cleaning staff will clean and disinfect community spaces.</li> <li>• Ensure all cleaning staff are trained on appropriate use of cleaning and disinfection chemicals.</li> </ul>	<p><b>Cleaning and Disinfecting Outdoor Areas</b></p> <ul style="list-style-type: none"> <li>• Normal routine cleaning for outdoor playground equipment, no need for spraying disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to shared risk of COVID-19 to the public.</li> <li>• High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.</li> <li>• Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.</li> </ul>



- Wear disposable gloves for all tasks in the cleaning process, including handling trash.
- Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- Wash your hands often with soap and water for 20 seconds.
- Always wash immediately after removing gloves and after contact with a person who is sick.
- Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

**Routine Cleaning and Disinfecting:**

Clean and disinfect at least daily (or more, depending on use patterns) frequently touched surfaces and objects such as:

- Doorknobs and handles
- Stair rails
- Classroom desks and chairs
- Lunchroom tables and chairs
- Countertops
- Handrails
- Light switches
- Handles on equipment (e.g., athletic equipment)
- Pushbuttons on vending machines and elevators
- Shared toys
- Shared remote controls
- Shared telephones
- Shared desktops
- Shared computer keyboards and mice
- Bus seats and handrails

**Lead Individual:** Mr. David Blair, Maintenance

**Materials and Resources:** Additional cleaning supplies; additional clothing for staff for disinfecting high contact areas or areas known to be COVID-19 infected; signage; additional staffing.

**Professional Development:** No

## SOCIAL DISTANCING AND OTHER SAFETY PROTOCOLS

The Troy Area School District will follow the guidelines to the best of our ability in the areas of social distancing and other safety protocols. Classrooms will be organized to promote social distancing to the maximum extent possible to mitigate spread. Student transitions and groupings of students will be developed in order to find ways to limit the number of individuals that students and staff come in contact with on a daily basis. Procedures will be developed in communal spaces (i.e. gymnasiums, lunchrooms, auditoriums, bathrooms, theaterette) to ensure social distancing guidelines are followed and allow for students and staff to maintain a high degree of safety. If needed, outdoor spaces will be explored to implement social distancing strategies for all areas that have a gathering larger than 25-30 students (i.e. lunches, physical education classrooms, etc.). Student transportation options have been explored by the district and currently, the district is looking at potential ways to stagger the entry of all students into the school buildings. The district may consider bringing in all students as they have done in the past with an increased level and awareness for cleaning and sanitation measures taken to ensure the buses are kept clean using the CDC guidelines outlined in the “moderate phase” section of this document for Cleaning, Sanitizing, Disinfecting, and Ventilation. The district will create hygiene routines throughout the school day that will include such things as handwashing and the application of hand sanitizer that will be available at hand sanitizing stations available in every room and set strategically throughout the building. Students will be provided time to visit sanitation stations and practice handwashing times after transitions to and from shared classroom locations and when the child is using the restroom throughout the day. Visitors and volunteers will be monitored at the main entrance of each building. The district will consider limiting volunteers and visitors to the point where certain activities and celebrations may not be conducted. All volunteers and visitors will be contained in a secure location at each building prior to entry. Social distancing training and safety training protocols will be developed based on the age and grade level of the student population. Training will be provided to all staff members which will be provided by school district staff. Each staff member will have to be able to demonstrate an understanding of all social distancing and other safety protocols through the completion of an informal assessment.

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<b>Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b>	<ul style="list-style-type: none"> <li>• Classrooms will be set up to maximize the learning space with student desks and we will attempt to reach the maximum extent feasible for student learning environments, which may be between 6 feet within a classroom setting.</li> <li>• Students will be socially distanced at tables to the maximum extent possible in primary grade levels (kindergarten).</li> </ul>	<p>All professional development/learning will be “in person” practice social distancing guidelines and facial coverings/shields per protocol at that time.</p> <p>Furniture in straight lines, when possible.</p>

	<ul style="list-style-type: none"> <li>• Avoiding grouping staff together for training or staff development. Consider conducting the training virtually or, if in-person, ensure distancing is maintained.</li> <li>• Furniture in straight lines, when possible.</li> </ul>	
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Time for custodial and maintenance staff to set up classrooms to maximize social distancing guidelines.

**Professional Development:** No

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<p><b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<ul style="list-style-type: none"> <li>• Use disposable food service items (e.g., utensils, dishes). If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher. Individuals should wash their hands after removing their gloves or after directly handling used food service items.</li> <li>• If food is offered at any event, have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing food and utensils and ensure the safety of children with food allergies.</li> <li>• Consider strategies to limit physical interaction during meal preparation and meal service (i.e. staggering cafeteria use, development of food utensil and product distribution between food staff and students.</li> <li>• Suspend use of share tables and self-service buffets for food and condiments.</li> <li>• Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult.</li> <li>• Consider ways to keep groups of students in groups less than 25 students.</li> </ul>	<ul style="list-style-type: none"> <li>• Cafeterias will open and serve food to the entire student body abiding by the 250-student capacity. Students will enter and leave at staggered times. Other large areas in the building will be used to monitor smaller group gatherings for lunch (theaterette, gymnasium, auditorium).</li> <li>• Use disposable food service items (e.g., utensils, dishes). If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher. Individuals should wash their hands after removing their gloves or after directly handling used food service items.</li> <li>• If food is offered at any event, have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing food and utensils and ensure the safety of children with food allergies.</li> <li>• Consider strategies to limit physical interaction during meal preparation and meal service (i.e. staggering cafeteria use, development of food utensil and product distribution between food staff and students.</li> </ul>

		<ul style="list-style-type: none"> <li>• Suspend use of share tables and self-service buffets for food and condiments.</li> <li>• Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult.</li> <li>• Consider ways to keep groups of students in groups less than 25 students.</li> </ul>
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Organized plan to determine what the staggered entry/exit would look like. Traffic flow guidance to minimize exposure during transition times.

**Professional Development:** No

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<p><b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p><b>When students will wash hands:</b></p> <ul style="list-style-type: none"> <li>• Touch your eyes, nose, and mouth</li> <li>• Prepare or eat food and drinks with unwashed hands</li> <li>• Touch a contaminated surface or objects</li> <li>• Blow your nose, cough, or sneeze into hands and then touch other people’s hands or common objects</li> </ul> <p><b>How Students/Staff Wash Hands:</b></p> <ul style="list-style-type: none"> <li>• Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.</li> <li>• Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.</li> <li>• Scrub your hands for at least 20 seconds.</li> <li>• Rinse your hands well under clean, running water.</li> <li>• Dry your hands using a clean towel or air dry them.</li> </ul> <p><b>Use of Hand Sanitizer:</b></p> <ul style="list-style-type: none"> <li>• Apply the gel product to the palm of one hand (read the label to learn the correct amount).</li> <li>• Rub your hands together.</li> </ul>	<p><b>When students will wash hands:</b></p> <ul style="list-style-type: none"> <li>• Provide posted instruction on proper hygiene practices in accordance with current CDC guidelines.</li> </ul> <p><b>How Students/Staff Wash Hands:</b></p> <ul style="list-style-type: none"> <li>• Provide posted instruction on proper hygiene practices in accordance with current CDC guidelines.</li> </ul> <p><b>Use of Hand Sanitizer:</b></p> <ul style="list-style-type: none"> <li>• Provide posted instruction on proper hygiene practices in accordance with current CDC guidelines.</li> </ul>

	<ul style="list-style-type: none"> <li>• Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.</li> <li>• All students must wash or sanitize hands as they enter campuses and buses.</li> <li>• All staff must wash or sanitize hands as they enter worksites.</li> <li>• Ensuring sufficient access to handwashing and sanitizer stations. Consider hand sanitizer throughout school and near classrooms.</li> </ul>	
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Time for students to be trained by teachers on proper techniques.

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<p><b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<ul style="list-style-type: none"> <li>• Post signs in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face covering).</li> <li>• Broadcast regular announcements on reducing the spread of COVID-19 on morning announcements.</li> <li>• Include messages (for example, videos) about behaviors that prevent the spread of COVID-19 when communicating with staff and families (such as on school websites, in emails, and on school social media accounts).</li> <li>• Find free CDC print and digital resources on CDC’s communications resources main page.</li> </ul>	<ul style="list-style-type: none"> <li>• Post signs in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face covering).</li> <li>• Broadcast regular announcements on reducing the spread of COVID-19 on morning announcements.</li> <li>• Include messages (for example, videos) about behaviors that prevent the spread of COVID-19 when communicating with staff and families (such as on school websites, in emails, and on school social media accounts).</li> <li>• Find free CDC print and digital resources on CDC’s communications resources main page.</li> </ul>

**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Signage

**Professional Development:** No

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Identifying and restricting non-essential visitors and volunteers</b>	<ul style="list-style-type: none"> <li>• Limit access to campus for parents and other visitors. Allowable visitors include:               <ul style="list-style-type: none"> <li>○ Parents (important Meetings)</li> <li>○ Volunteers</li> <li>○ Foster Grandparents</li> <li>○ Vendors (i.e. copier, vending machine)</li> <li>○ H.S. Students (mentor program)</li> <li>○ Classroom presentations that are deemed essential and aligned with the district's curriculum.</li> </ul> </li> <li>• Some non-essential visitors will be able to enter the building (i.e. parent teacher conferences, visitors for classroom presentations).</li> <li>• Only school district affiliated groups will be able to use the facilities outside of regular school district hours.</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluate whether and to what extent external community organizations can safely utilize the site and campus resources.</li> <li>• Ensure external community organizations that use the facilities also follow the school's health and safety plans and CDC guidance.</li> <li>• Review facility use forms and establish common facility protocols for all users of the facility to determine if their specific requests can be conducted by meeting CDC guidelines.</li> <li>• Establish protocol for accepting deliveries safely.</li> <li>• Limit the use of facilities to only allowing events for district events that will not exceed gatherings of 25.</li> </ul>

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Signage

**Professional Development:** No

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b>	<ul style="list-style-type: none"> <li>• Teach and monitor student behavior to ensure physical distancing. Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.</li> <li>• Promote activities and areas of play during recess that allow students to maintain a 6 feet social distancing or to the maximum extent possible.</li> </ul>	<ul style="list-style-type: none"> <li>• Students will be able to use equipment (i.e. football, tennis ball, kickball,) for various activities during PE or recess.</li> <li>• Students will have access to locker rooms lockers and/or shower during PE classes (Jr/Sr high school).</li> </ul>

	<ul style="list-style-type: none"> <li>• Masks will be worn during gym even while students are participating in physical activity.</li> </ul> <p>During PE and recess:</p> <ul style="list-style-type: none"> <li>• Focus on individual skill building versus competition.</li> <li>• Limit the time students spend close to others, no contact.</li> <li>• Students will not have access to locker rooms lockers or showers during PE classes (Jr/Sr high school).</li> <li>• Masks will be worn during gym even while students are participating in physical activity.</li> </ul>	
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Training on Recess and PE; Monitory; Guidance

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<p><b>Limiting the sharing of materials among students</b></p>	<ul style="list-style-type: none"> <li>• In accordance with CDC guidance, avoid sharing of electronic devices, toys, books, and other games or learning aids.</li> <li>• Limit stuffed animals and any other toys that are difficult to clean and sanitize.</li> <li>• Keep each child’s belongings separated and in an individually labeled storage container, cubby, or area. Send belongings home each day to be cleaned.</li> <li>• Library books cleaned and sanitized upon return and placed in an isolated location.</li> <li>• Any contents used for class will be sanitized at the end of each period/class that the material is used.</li> <li>• Students will transition to special area classes, class switches for WIN, Title, and special education support.</li> <li>• All shared supplies will be sanitized in all classes before next use occurs.</li> </ul>	<ul style="list-style-type: none"> <li>• Limit stuffed animals and any other toys that are difficult to clean and sanitize.</li> <li>• Keep each child’s belongings separated and in an individually labeled storage container, cubby, or area. Send belongings home each day to be cleaned.</li> <li>• Library books cleaned and sanitized upon return and placed in an isolated location.</li> <li>• Students will transition to special area classes, class switches for WIN, Title, and special education support.</li> </ul>

**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Hand sanitizer

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<b>Staggering the use of communal spaces and hallways</b>	<ul style="list-style-type: none"> <li>To the extent possible, and as recommended by the CDC, attempt to create smaller student/ educator cohorts to minimize the mixing of student groups throughout the day. Minimize movement of students, educators, and staff as much as possible</li> <li>Adjusting staffing to ensure physical distancing for younger students and students with special needs.</li> <li>Develop physical distancing rules for students as they move between classrooms.</li> </ul>	<ul style="list-style-type: none"> <li>Follow CDC Regulations</li> <li>Develop physical distancing rules for students as they move between classrooms.</li> </ul>

**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Modified schedules from the ‘normal schedule’

**Professional Development:** No

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<b>Adjusting transportation schedules and practices to create social distance between students</b>	<ul style="list-style-type: none"> <li>Instruct students and parents to maintain 6-foot distancing at bus stops and while loading and unloading.</li> <li>Students will have assigned seats on the bus.</li> <li>Students and staff are required to wear face coverings at bus stops and on buses.</li> <li>No bus passes will be distributed during this phase. Students are only permitted to be picked up and dropped off at their assigned location (parents, guardians, etc.).</li> </ul>	<ul style="list-style-type: none"> <li>Instruct students and parents to maintain 6-foot distancing at bus stops and while loading and unloading.</li> <li>Students will have assigned seats on the bus.</li> <li>Students and staff are required to wear face coverings at bus stops and on buses.</li> </ul>

**Lead Individual:** Mrs. Bonnie Bixby, Transportation Director/Mrs. Traci Gilliland, Business Manager

**Materials and Resources:** Modified transportation schedule and routes

**Professional Development:** No



Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	<ul style="list-style-type: none"> <li>In a circumstance where sufficient physical distancing is difficult or impossible, such as when students enter or exit a school bus in proximity to the bus driver, all individuals, including staff and students, are required to wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.</li> <li>Consider various strategies outlined in the Instructional Program Models in the guidance document, such as early/late start times and blended learning models.</li> <li>The district will conduct virtual activities in lieu of field trips and intergroup events as appropriate based on the activity and location.</li> <li>If necessary, utilize other campus spaces for instructional activities (gyms, auditoriums, cafeterias, outdoors).</li> <li>If necessary, broadcast to other classrooms and students distance learning at home.</li> </ul>	<ul style="list-style-type: none"> <li>In a circumstance where sufficient physical distancing is difficult or impossible, such as when students enter or exit a school bus in proximity to the bus driver, all individuals, including staff and students, are required to wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.</li> <li>Consider various strategies outlined in the Instructional Program Models in the guidance document, such as early/late start times and blended learning models.</li> <li>If necessary, utilize other campus spaces for instructional activities (gyms, auditoriums, cafeterias, outdoors).</li> <li>If necessary, broadcast to other classrooms and students distance learning at home.</li> </ul>

**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals

**Materials and Resources:** Designing classroom spaces for learning

**Professional Development:** No

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Coordinating with local childcare regarding on site</b>	<ul style="list-style-type: none"> <li>The TASD will communicate the changes with local childcare agencies in the areas of local childcare regarding transportation protocol changes and, when possible,</li> </ul>	<ul style="list-style-type: none"> <li>The TASD will communicate the changes with local childcare agencies in the areas of local childcare regarding transportation protocol changes and, when possible,</li> </ul>

care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	revised hours of operation or modified school-year calendars	revised hours of operation or modified school-year calendars
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**Lead Individual:** Dr. Eric Stairs, Superintendent/Pandemic Coordinator

**Materials and Resources:** Social Media outlets, letters to community

**Professional Development:** No

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Other social distancing and safety practices</b>	<ul style="list-style-type: none"> <li>• Provide supervised, sufficient points of access to avoid larger gatherings.</li> <li>• Designate a staff liaison (building principal or direct supervisor) or liaisons to be responsible for responding to COVID-19 concerns. Employees should know who they are and how to contact them.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide supervised, sufficient points of access to avoid larger gatherings.</li> <li>• Designate a staff liaison (building principal or direct supervisor) or liaisons to be responsible for responding to COVID-19 concerns. Employees should know who they are and how to contact them.</li> </ul>

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** SAC and/or SLL guidance

**Professional Development:** No

## MONITORING STUDENT AND STAFF HEALTH

Students, staff and others who interact with each other will be monitored to ensure they are healthy and not exhibiting signs of illness. Temperatures of students and staff will be measured upon entry to the site, and if a student or staff member exhibits any signs or symptoms, they will be isolated and referred to the respective nursing office. Students and staff who believe they are experiencing symptoms of COVID-19 will be instructed to report to the local building nurse. Monitoring will take place daily, and the nurse of the respective building will be responsible for maintaining records. All reports will be shared with the building principal and school nurse. The district will follow the CDC guidelines for quarantine and isolation if a staff, student, or other member is confirmed to be

positive for COVID-19. The school nurse will be responsible for making decisions regarding quarantine or isolation requirements of staff and students. All staff and students will meet the conditions set forth by the CDC so they can safely return to school. The district will work with each case on a case by case basis to accommodate so they feel as safe as possible to return to school. The district will work collaboratively with the student, family, school nurse, and local department of health. The district will consider virtual options through the school district for students who may not be willing or able to return. Families will be notified of confirmed cases and changes to our plan through the school district social media outlets, written correspondence from the Pandemic Coordinator, or a message through our “all call” system. Teaching staff and administrative team members will be trained to monitor student health and staff health. Training will be provided in person and recorded for later review prior to the start of the 2020-2021 school year. Preparedness will be determined through an informal assessment provided throughout the presentation.

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<p><b>Monitoring students and staff for symptoms and history of exposure</b></p>	<p><b>Passive Screening</b></p> <ul style="list-style-type: none"> <li>Instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.</li> </ul> <p><b>Active Screening:</b></p> <ul style="list-style-type: none"> <li>Engage in symptom screening as students enter campus, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.</li> </ul>	<p><b>Passive Screening</b></p> <ul style="list-style-type: none"> <li>Instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.</li> </ul> <p><b>Active Screening:</b></p> <ul style="list-style-type: none"> <li>Engage in symptom screening as students enter campus, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.</li> </ul>

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Letter to community, Social Media; TASD webpage

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p>	<p>If a student is symptomatic while entering campus or during the school day:</p> <ul style="list-style-type: none"> <li>• Students who develop symptoms of illness while at school should be separated from others right away, preferably isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, ensure physical distancing.</li> <li>• Any students or staff exhibiting symptoms should be required to immediately wear a face covering and wait in an isolation area until they can be transported home or to a healthcare facility.</li> <li>• Students should remain in isolation with continued supervision and care until picked up by an authorized adult.</li> <li>• Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related.</li> <li>• Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation.</li> </ul> <p>If students are sick:</p> <ul style="list-style-type: none"> <li>• Stay home. Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.</li> <li>• Take care of yourself. Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.</li> <li>• Stay in touch with your doctor. Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other <u>emergency warning signs</u>, or if you think it is an <u>emergency</u>.</li> <li>• As much as possible, stay in a specific room and away from other people and pets in your home. If possible, you</li> </ul>	<p>If a student is symptomatic while entering campus or during the school day:</p> <ul style="list-style-type: none"> <li>• Students who develop symptoms of illness while at school should be separated from others right away, preferably isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, ensure physical distancing.</li> <li>• Any students or staff exhibiting symptoms should be required to immediately wear a face covering (if not already wearing) and wait in an isolation area until they can be transported home or to a healthcare facility.</li> <li>• Students should remain in isolation with continued supervision and care until picked up by an authorized adult.</li> <li>• Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related.</li> <li>• Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation.</li> </ul> <p>If students are sick:</p> <ul style="list-style-type: none"> <li>• Stay home. Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.</li> <li>• Take care of yourself. Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.</li> <li>• Stay in touch with your doctor. Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other <u>emergency warning signs</u>, or if you think it is an <u>emergency</u>.</li> <li>• As much as possible, stay in a specific room and away from other people and pets in your home. If possible, you</li> </ul>

	should use a separate bathroom. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.	should use a separate bathroom. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals; and Ms. Eleanor Madigan, CSN

**Materials and Resources:** Signage; COVID-19 testing kits

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<p><b>Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>You can be with others after</p> <ul style="list-style-type: none"> <li>• 10 days if the contact is asymptomatic and has not been tested,</li> <li>• or 7 days if the close contact is asymptomatic and is tested on day 5 or after and results negative 10 days have passed since test</li> <li>• OR the individual receives written, medical clearance from a physician (a doctor’s excuse) to return to school</li> </ul> <p>Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.</p> <ul style="list-style-type: none"> <li>• If you have traveled to the states listed from the Health Department, we are recommending you quarantine yourself for 14 days.</li> </ul> <p><b>I tested positive for COVID-19 but had no symptoms:</b> If you continue to have no symptoms, you can be with others after:</p> <ul style="list-style-type: none"> <li>• 10 days if the contact is asymptomatic and has not been tested,</li> </ul>	<p>You can be with others after</p> <ul style="list-style-type: none"> <li>• 10 days if the contact is asymptomatic and has not been tested,</li> <li>• or 7 days if the close contact is asymptomatic and is tested on day 5 or after and results negative 10 days have passed since test</li> <li>• OR the individual receives written, medical clearance from a physician (a doctor’s excuse) to return to school</li> </ul> <p>Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.</p> <ul style="list-style-type: none"> <li>• If you have traveled to the states listed from the Health Department, we are recommending you quarantine yourself for 14 days.</li> </ul> <p><b>I tested positive for COVID-19 but had no symptoms:</b> If you continue to have no symptoms, you can be with others after:</p> <ul style="list-style-type: none"> <li>• 10 days if the contact is asymptomatic and has not been tested,</li> </ul>

	<ul style="list-style-type: none"> <li>• or 7 days if the close contact is asymptomatic and is tested on day 5 or after and results negative 10 days have passed since test</li> </ul> <p><b>I have a weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?</b> People with conditions that weaken their immune system might need to stay home longer than 10 days. Talk to your healthcare provider for more information. If testing is available in your community, it may be recommended by your healthcare provider. You can be with others after you receive two negative test results in a row, at least 24 hours apart.</p> <p><b>For Anyone Who Has Been Around a Person with COVID-19:</b> It is important to remember that anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure based on the time it takes to develop illness. For attendance (tardy and absences) purposes, the student day will be from the instructional time start to the time when the first set of students enter the bus for the PM run.</p>	<ul style="list-style-type: none"> <li>• or 7 days if the close contact is asymptomatic and is tested on day 5 or after and results negative 10 days have passed since test</li> </ul> <p><b>I have a weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?</b> People with conditions that weaken their immune system might need to stay home longer than 10 days. Talk to your healthcare provider for more information. If testing is available in your community, it may be recommended by your healthcare provider. You can be with others after you receive two negative test results in a row, at least 24 hours apart.</p> <p><b>For Anyone Who Has Been Around a Person with COVID-19:</b> It is important to remember that anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure based on the time it takes to develop illness. For attendance (tardy and absences) purposes, the student day will be from the instructional time start to the time when the first set of students enter the bus for the PM run.</p>
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**Lead Individual:** Mr. Steve Brion and Mr. Dan Brenner, Building Principals; Ms. Eleanor Madigan, CSN

**Materials and Resources:** Guidance Documents

**Professional Development:** Yes

Requirements	Action Steps under <b>Moderate</b> Phase	Action Steps under <b>Low</b> Phase
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	The school district will communicate to staff, families, and the public of any closures within the school year or changes through safety protocols through the district “all call” system, social media outlets, website, and through local news media when and if necessary.	The school district will communicate to staff, families, and the public of any closures within the school year or changes through safety protocols through the district “all call” system, social media outlets, website, and through local news media when and if necessary.

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Access to school social media accounts, all-call system, and webpage

**Professional Development:** No

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<b>Other monitoring and screening practices</b>	<ul style="list-style-type: none"> <li>• Thermometers must be properly cleaned and disinfected after each use.</li> </ul>	<ul style="list-style-type: none"> <li>• Thermometers must be properly cleaned and disinfected after each use.</li> </ul>

**Lead Individual:** Ms. Eleanor Madigan, CSN

**Materials and Resources:** Thermometers; additional staffing to man school building entrances

**Professional Development:** No

### OTHER CONSIDERATIONS FOR STUDENTS AND STAFF

The Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water.

The district will examine each student and staff member who is deemed medically fragile and handle the protocol development for each case based on the medical issues of each student or staff member. The district will make every attempt to share those plans and the procedures and protocols set forth in this plan with substitute teachers. The district currently experiences a substitute shortage, and therefore, this shortage could mean that the district may have to explore alternative options for educating students. The district will look at the specific schedules of instructional and non-instructional staff and determine how they will deploy those staff, so students have the highest quality learning opportunities while being educated in our brick and mortar setting. The district will use current resources available to them to meet the social emotional wellness of its students and staff while in the community and at home.

Requirements	Action Steps under <b>Moderate Phase</b>	Action Steps under <b>Low Phase</b>
<b>Protecting students and staff at higher risk for severe illness</b>	<ul style="list-style-type: none"> <li>• In accordance with CDC guidance, ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible</li> <li>• Do not open windows and doors if doing so poses a safety or health risk to children using the facility (for example, allowing pollen in or exacerbating asthma symptoms). Maximize central air filtration for</li> </ul>	<ul style="list-style-type: none"> <li>• In accordance with CDC guidance, ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible</li> </ul>

	heating, ventilation, and air conditioning (HVAC) systems.	
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**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Cleaning supplies; additional time to clean filtration systems and ventilation systems

**Professional Development:** No

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<b>Use of face coverings (masks or face shields) by all staff</b>	<p>Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water.</p> <ul style="list-style-type: none"> <li>The school district will be following the CDC guidelines for use of face coverings or face shields for staff while working on school property, specifically around medically fragile students and in environments where 6 feet social distancing is a challenge to achieve.</li> </ul>	<p>Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water.</p> <ul style="list-style-type: none"> <li>The school district will be following the CDC guidelines for use of face coverings or face shields for staff while working on school property, specifically around medically fragile students and in environments where 6 feet social distancing is a challenge to achieve.</li> </ul>

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Masks or face shields

**Professional Development:** No

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
<b>Use of face coverings (masks or face shields) by older students (as appropriate)</b>	<ul style="list-style-type: none"> <li>Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water.</li> </ul> <p>School may allow students to remove face coverings when students are:</p> <ul style="list-style-type: none"> <li>Eating or drinking when spaced at least 6 feet apart; or</li> </ul>	<ul style="list-style-type: none"> <li>Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water.</li> </ul> <p>School may allow students to remove face coverings when students are:</p> <ul style="list-style-type: none"> <li>Eating or drinking when spaced at least 6 feet apart; or</li> </ul>



	<ul style="list-style-type: none"> <li>When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or</li> <li>At least 6 feet apart during “face-covering breaks” to last no longer than 10 minutes.</li> </ul>	<ul style="list-style-type: none"> <li>When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or</li> <li>At least 6 feet apart during “face-covering breaks” to last no longer than 10 minutes.</li> </ul>
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**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Masks or face shields

**Professional Development:** No

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
Unique safety protocols for students with complex needs or other vulnerable individuals	<ul style="list-style-type: none"> <li>Address potential issues from physical distancing rules that could result in unintended segregation of students with disabilities on campuses away from peers without disabilities.</li> </ul>	<ul style="list-style-type: none"> <li>Address potential issues from physical distancing rules that could result in unintended segregation of students with disabilities on campuses away from peers without disabilities.</li> </ul>

**Lead Individual:** Ms. Eleanor Madigan, CSN

**Materials and Resources:** Special Education guidance; 504 guidance; additional technology

**Professional Development:** Yes

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase
Strategic deployment of staff	<ul style="list-style-type: none"> <li>Staff will be strategically deployed to meet students’ health, safety, and learning needs.</li> </ul>	<ul style="list-style-type: none"> <li>Staff will be strategically deployed to meet students’ health, safety, and learning needs.</li> </ul>

**Lead Individual:** Dr. Eric Stair, Superintendent/Pandemic Coordinator

**Materials and Resources:** Meeting with CAEA

**Professional Development:** No

**HEALTH AND SAFETY PLAN PROFESSIONAL DEVELOPMENT**

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
<b>Sanitizing, Cleaning, and Disinfecting, and Ventilation</b>	Students and Staff	Buildings and Grounds Supervisor	Face-to-Face, small groups of teachers and students, recorded video session	CDC guidance	July 2020	July 2020
<b>Social Distancing and Other Safety Protocols</b>	Students and Staff	Pandemic Coordinator	Face-to-Face, small groups of teachers and students, recorded video session	CDC Guidance, PDE Phased School Reopening Plan for TASD	July 2020	July 2020
<b>Monitoring Student and Staff Health</b>	Staff	School Nurse	Face-to-Face, small groups of teachers and students, recorded video session	CDC Guidance, PDE Phased School Reopening Plan for TASD	August 2020	Spring 2021
<b>Other Considerations for Students and Staff</b>	Staff	Pandemic Coordinator	Face-to-Face, small groups of teachers and students, recorded video session	CDC Guidance, PDE Phased School Reopening Plan for TASD	July 2020	Spring 2021

## HEALTH AND SAFETY PLAN COMMUNICATIONS

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<b>Introduction to Phased Reopening - TASD</b>	School Staff, Student Families, and Entire Community	Pandemic Coordinator	Video Presentation - Found on Website	July, 2020	July, 2020
<b>Phased Reopening Plan Update</b>	School Staff, Student Families, and Entire Community	Pandemic Coordinator	Video Presentation - Found on Website	Late August	Late August
<b>Pandemic Team Draft #1 - Phased Reopening Plan</b>	School Staff, Student Families, and Entire Community, School Board	Pandemic Coordinator	Website, Social Media Outlets, Video - Found on Website	July 2020	July 2020
<b>Phased Reopening Plan - Board Approval</b>	School Board	Pandemic Coordinator	Website, Social Media Outlets, Video - Found on Website, School Board Meeting Minutes	July 2020	July 2020

<b>Review and Revise the Board Approved Phased Reopening Plan</b>	Pandemic Team	Pandemic Coordinator	Administration Meeting Notes, Pandemic Team Meeting Notes, Updates Produced by Video on Website	July 2020	July 2020
<b>Review the Phased Reopening Plan</b>	Students, Staff, Community	Pandemic Coordinator	In Person Presentation, Recorded and placed on webpage.	August 2020	August 2020

## HEALTH AND SAFETY PLAN SUMMARY: TROY AREA SCHOOL DISTRICT

Anticipated Launch Date: August 21, 2020

### FACILITIES CLEANING, SANITIZING, DISINFECTING AND VENTILATION

Requirement(s)	Strategies, Policies and Procedures
<b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	The Troy Area School District will ensure all buildings are cleaned and ready for students and staff to safely return to school for the 2020-2021 school year. The district has secured supplies to assist in this process that meet WHO and CDC requirements for COVID-19. Safety procedures and protocols will be implemented for cleaning, sanitation, disinfecting, and for ventilations purposes to maintain staff and student safety. Procedures will be developed for cleaning and disinfecting throughout the school day, and staff and students will be trained on sanitizing, disinfecting, and ventilation protocols. The training will be provided to staff prior to the start of the 2020-2021 school year, and it will be provided to students during the first week of school that students are in attendance in person.

### SOCIAL DISTANCING AND OTHER SAFETY PROTOCOLS

Requirement(s)	Strategies, Policies and Procedures
<b>Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b>	The Troy Area School District will follow the CDC guidelines to the best of our ability in the areas of social distancing and other safety protocols. Classrooms will be organized to promote social distancing to the maximum extent possible to mitigate spread. Student transitions and groupings of students will be developed in order to find ways to limit the number of individuals that students and staff come in contact with on a daily basis. Procedures will be developed in communal spaces (i.e. gymnasiums, lunchrooms, auditoriums) to ensure social distancing guidelines are followed and allow for students and staff to maintain a high degree of safety. If needed, outdoor spaces will be
<b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b>	

<p><b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>explored to implement social distancing strategies for all areas that have gatherings larger than 25-30 students (i.e. lunches, physical education classrooms, etc.). Student transportation options have been explored by the district and currently, the district is looking at potential ways to stagger the entry of all students into the school buildings. The district may consider bringing in all students as they have done in the past with an increased level and awareness for cleaning and sanitation measures taken to ensure the buses are kept clean using the CDC guidelines outlined in the “moderate phase” section of this document for Cleaning, Sanitizing, Disinfecting, and Ventilation. The district will create hygiene routines throughout the school day that will include such things as handwashing and the application of hand sanitizer that will be available at hand sanitizing stations available in every room and set strategically throughout the building. Students will be provided time to visit sanitation stations and practice handwashing times after transitions to and from shared classroom locations and when the child is using the restroom throughout the day. Visitors and volunteers will be monitored at the main entrance of each building. The district will consider limiting volunteers and visitors to the point where certain activities and celebrations may not be conducted. All volunteers and visitors will be contained in a secure location at each building prior to entry. Social distancing training and safety training protocols will be developed based on the age and grade level of the student population. Training will be provided to all staff members which will be provided by school district staff. Each staff member will have to be able to demonstrate an understanding of all social distancing and other safety protocols through the completion of an informal assessment.</p> <p>Masks will be worn during gym, even while students are participating in physical activity. All athletes, coaches, spectators, event staff need to be always wearing masks. Student athletes, even while participating in athletics, need to be wearing masks. For indoor events, not more than 10 percent of the occupancy rating will be allowed to attend indoor events.</p>
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## MONITORING STUDENT AND STAFF HEALTH

Requirement(s)	Strategies, Policies and Procedures
<b>Monitoring students and staff for symptoms and history of exposure</b>	Students, staff and others who interact with each other will be monitored to ensure they are healthy and not exhibiting signs of illness. Temperatures of students and staff will be measured upon entry to the site, and if a student or staff exhibits any signs or symptoms, they will be isolated and referred to the respective nursing office.

<p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>Students and staff who believe they are experiencing symptoms of COVID-19 will be instructed to report to the local building nurse. Monitoring will take place daily, and the nurse of the respective building will be responsible for maintaining records. All reports will be shared with the building principal and school nurse. The district will follow the CDC guidelines for quarantine and isolation if a staff, student, or other member is confirmed to be positive for COVID-19. The school nurse will be responsible for making decisions regarding quarantine or isolation requirements of staff and students. All staff and students will meet the conditions set forth by the CDC so they can safely return to school. The district will work on a case by case basis to accommodate so they feel as safe as possible to return to school. The district will work collaboratively with the student, family, school nurse, and local department of health. The district will consider virtual options through the school district for students who may not be willing or able to return. Families will be notified of confirmed cases and changes to our plan through the school district social media outlets, written correspondence from the Pandemic Coordinator, or a message through our “all call” system. Teaching staff and administrative team members will be trained to monitor student health and staff health. Training will be provided in person and recorded for later review prior to the start of the 2020-2021 school year. Preparedness will be determined through an informal assessment provided throughout the presentation.</p>
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## OTHER CONSIDERATIONS FOR STUDENTS AND STAFF

Requirement(s)	Strategies, Policies and Procedures
<p><b>Protecting students and staff at higher risk for severe illness</b></p> <p><b>Use of face coverings (masks or face shields) by all staff</b></p> <p><b>Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>The Troy Area School District will be following the CDC guidelines for use of face masks for all staff and students. Students will also be required to use face coverings while they are in attendance at school. Troy Area School District students and staff will be required to wear masks at all times while indoors with the exception of scheduled mask breaks and for the consumption of food and water. The district will examine each student who is deemed medically fragile and handle the protocol development for each case based on the medical issues of each student or staff member. The district will make every attempt to share those plans and the procedures and protocols set forth in this plan with substitute teachers. The district currently experiences a substitute shortage, and therefore, this shortage could mean that the district may have to explore alternative options for educating students. The district will look at the specific schedules of instructional and non-instructional staff and determine how they will deploy those staff, so students have the highest quality learning opportunities while being educated in our brick and mortar setting. The district will use current resources available to them to meet the social emotional wellness of its students and staff while in the community and at home. During school closure all extra-curricular activities will be suspended. Troy Area School District will not allow other closed school district students to participate in our extra-curricular even if we are open.</p>

## HEALTH AND SAFETY PLAN GOVERNING BODY AFFIRMATION STATEMENT: TROY AREA SCHOOL DISTRICT

The Board of Directors for the Troy Area School District reviewed and approved the Phased School Reopening Health and Safety Plan on July 14, 2020.

The plan was approved by a vote of:

\_\_\_\_\_ YES

\_\_\_\_\_ NO

Affirmed on **March 9, 2021**

By:

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Sheryl Angove, Troy Area School District Board President