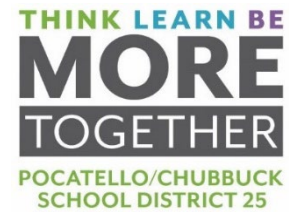


# PCSD 25 Roadmap for the Safe Return to In-Person Instruction for the 2023-2024 School Year



## GUIDING PRINCIPLES

The following core principles will drive our decision-making as we develop clear, actionable steps for learners and employees to return to school for the 2023-2024 school year:

- We will prioritize the success, safety and well-being of our learners and staff while providing a flexible framework to address challenges that arise throughout the 2023-2024 school year.
- We will prioritize face-to-face learning, in-person, five days a week.
- We will offer a high-quality, rigorous and comprehensive educational experience for our learners and standard grading practices will apply.
- We will continue our district-wide commitment to Visible Learning, ensuring that every learner has a meaningful connection to a responsible and caring adult.
- We will continue to foster the power of the teacher-learner relationship.
- We will be compassionate, empathetic and responsive as we listen to, respect and consider input and feedback as we work to address individuals' needs.
- We will be creative and flexible in our instruction and school operations while being responsible stewards of our resources.
- We will provide our staff, learners and families with the support, training and tools needed to adapt to an ever-evolving educational environment.
- We will be transparent, timely and accurate in all communications.
- In pivoting to respond to the unpredictable future, we will remain firmly grounded in our District Mission, Vision and Beliefs.

NOTE: School District Trustees are elected officials who are responsible for the governance of schools based on [Idaho Code, Section 33-512 \(4\) \(7\)](#). All guidelines and protocols in this Roadmap are subject to change based on new information or direction from state and local officials. The district will continue to follow [Policy 7319 – Communicable Diseases](#) for all other contagious or infectious diseases.

## LEARNING MODELS

The district will make every effort to maintain a traditional in-person learning model, and will continue to consult with local health officials and stakeholders. Should there be a need to transition from a traditional in-person model to another model, the district will solicit stakeholder feedback and present a recommendation for Board approval prior to making a change. However, the administration is authorized to implement an emergency school closure at any time. An extended school closure will be authorized by the Board of Trustees.

**Traditional In-Person:** School buildings are open with preventative practices in place. Additional proactive measures may be taken, inclusive of a temporary emergency school closure.

**Modified Traditional:** School buildings are open with enhanced preventative measures inclusive of greater physical distancing and possible emergency school closures.

Other interventions may include short-term, or extended closures. If an extended closure is necessary (14 days or more), learners will be provided with instructional materials.

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## LEADERSHIP DASHBOARD: Key Metrics for Decision Making

PCSD 25 operational decisions will be based upon an in-depth review of the key metrics provided by the Leadership Dashboard to develop recommendations to advise the Board of Trustees. The district leadership team works in partnership with school administrators, Southeastern Idaho Public Health and local medical providers, as well as state and local governing agencies. The team determines, based on the key metrics listed below, any recommendations to the Board for action to revise or add mitigation strategies to the current Roadmap. Revisions or additions to mitigation strategies may include, but are not limited to, the use of masks, physical distancing/cohorting in the classroom, increased sanitizing protocols, changes in schedules to limit class size, or shifts to remote instruction for a limited time. Data will be routinely monitored by the leadership team to prioritize face-to-face learning, in-person, five days a week.

The following criteria may be applied to a group(s), a school(s), or district wide:

- Overall impact of virus on community: Using CDC's COVID-19 data tracker and other relevant data, including local/regional hospital capacity and implementation of crisis standards of care.
- Rate of active cases in Bannock County sustained for 14 days (data provided by SIPH).
- Number of positive cases: Learners and staff.
- Impact on learners: Quarantines due to COVID-19 and overall learner absences.
- Impact on staff: Quarantines due to COVID-19 and overall staff absences.
- Partner recommendations: State and local governing agencies, health and medical providers.
- Monitoring trends: Includes district, school or cluster outbreak(s).

## PREVENTATIVE MEASURES

**Face Coverings:** Face coverings are optional, however, the Board may require face masks/coverings at any time if widespread and rapid community and/or school transmission occurs. [CDC: Mask Guidance](#)

**Hand Sanitizer/Hand Washing:** Hand sanitizer should contain at least 60% alcohol. Learners and staff are encouraged to use soap and water when available taking care to wash their hands for at least 20 seconds.

**Clean/Disinfect:** Disinfecting products will be EPA-approved. Staff will ensure the safe and correct application of disinfectants and are responsible to keep them locked in a secure area when not in use.

**Physical Distancing:** Physical distancing means maintaining a physical distance of 3 feet or greater between yourself and others whenever possible.

### Standard Operating Procedures

- Encourage vaccination for all eligible learners and staff.
- Reinforce good hygiene measures such as handwashing, covering coughs and sneezes, and face coverings.
- Make hand soap and hand sanitizer with at least 60% alcohol available, provide paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas.

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- Clean/disinfect frequently touched surfaces.
- Practice physical distancing (to the extent possible).
- Monitor ventilation systems to ensure they are operating properly.
- Utilize social media and other communication to inform parents, learners and staff about COVID-19 symptoms, preventative measures, good hygiene and district protocols.
- Continue district-wide commitment to and strict adherence of FERPA and HIPAA requirements.

Additional Preventative Measures may include the following:

- Face masks/coverings are always optional; the district may recommend or require face masks/coverings based on school data.
- Post signage in classrooms, hallways, cafeteria, building entrances and buses to communicate how to stop the spread. List COVID-19 symptoms, preventative measures (including staying home when sick), and good hygiene.
- Turn off water fountains. Water bottle refilling stations will remain on.
- Increase circulation of outside air when possible and safe to do so.
- Conduct deep cleaning of schools prior to learners/staff returning; schedule additional cleanings during weekends or school holidays/breaks.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.

## TRANSPORTATION

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Evaluate field trips on a case-by-case basis.
- Inspect buses prior to learners returning and as part of a regular rotation.
- Air out buses regularly.

Additional Preventative Measures may include the following:

- Face masks/coverings requirement may be considered based on school data.
- Provide hand sanitizer on buses.
- Clean and disinfect frequently touched surfaces on the bus at least daily.
- Encourage siblings or learners from the same household or cohorts to sit together.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.
- Consider utilizing school buses to deliver essential services.

## ENTERING AND EXITING SCHOOL BUILDINGS

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Follow protocol for learners and staff who feel ill, or experience symptoms at school. (See [When a Staff Member, Learner or Visitor Exhibit Symptoms at School](#))

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Additional Preventative Measures may include the following:

- Encourage parents, learners and staff to:
  - Take temperature at home before entering buildings;
  - Remain home and isolate if temperatures are 100.4 (38°C) or higher.
- Screen symptomatic learners and staff (to the extent feasible and appropriate).
- Follow protocol for learner pickup/drop-off, which may include staggered pickup/drop-off times by grade, class or bus number.
- Limit visits to emergencies and/or essential volunteers, follow protocol for visitors including: calling ahead; require all visitors to wear a face covering/mask upon entering the building.
- Limit unnecessary congregation and practice physical distancing.
- Mark spaced lines to encourage physical distancing and designate entrance/exit flow paths.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.
- Limit building access to essential staff to carry out critical functions.
- Utilize virtual tools and platforms whenever possible, and keep in-person reporting to an absolute minimum during school closures.

## SERVING SCHOOL MEALS AND SUPPORTING NUTRITION

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Encourage learners and staff to wash their hands or use hand sanitizer prior to entering cafeteria and to wash their hands or use hand sanitizer after using the keypad checkout system.
- Use disposable trays and utensils.
- Emphasize that food, drinks and personal utensils should not be shared.
- Work with CRWs to identify and disseminate information to learners with food insecurity about school pantries, Idaho Food Bank meal backpacks, and other nutrition/hygiene resources.

Additional Preventative Measures may include the following:

- Practice physical distancing and designate flow paths.
- Pre-packaged food items will be used when available.
- Serve meals in classrooms.
- Stagger meals in cafeteria by grade or hall.
- Serve meals outdoors (weather permitting).
- Serve pre-packaged meals in lieu of traditional serving lines.
- Cafeteria workers will distribute all food items that are not pre-packaged.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.
- Implement alternate meal pick-up sites.

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## TRANSITIONING

Implement **Standard Operating Procedures** while taking additional preventative measures. Additional Preventative Measures may include the following:

- Encourage physical distancing.
- Mark spaced lines and designate entrance/exit flow paths.
- Limit mixing between groups when possible.
- Consider staggered class release times when feasible.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.

## LARGE GROUP GATHERINGS

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Encourage physical distancing.
- Follow IHSAA Guidelines for athletic events and practices.

Additional Preventative Measures may include the following:

- Masks may be required for large assemblies. Requests for an assembly will be considered on a case-by-case basis.
- Assemblies/school activities will be evaluated on a case-by-case basis and may be held with the appropriate modifications.
- Abide by maximum group limitations as defined by city or state officials.
- Consider large spaces for group activities such as outdoors (weather permitting), gymnasiums or auditoriums and enforce physical distancing.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.
- Large group gatherings may not be permitted.

## SUPPORTING TEACHING AND LEARNING

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Implement standard grading practices.
- Implement core instruction intervention curriculum.
- Continue to enhance wireless access points.
- Provide access to credit recovery programs where necessary.
- Provide professional development for staff to increase digital fluency.
- Evaluate and/or implement emergency substitute incentives when staffing shortages impact continuity of services.

Additional Preventative Measures may include the following:

- Report daily attendance in accordance with COVID-19 Guidelines.
- Implement seating charts in classrooms.
- Limit and/or prohibit partner/group work.

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- Increase space for physical distancing by removing personal non-essential furniture (i.e. couches, chairs, pillows, etc.)
- Increase the distance between workspaces.
- Keep cohorts together as much as possible.
- Utilize large spaces such as outdoors (weather permitting), gymnasiums or auditoriums when possible and encourage physical distancing.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.

## PROTECTING VULNERABLE POPULATIONS

Implement **Standard Operating Procedures** while taking additional preventative measures such as:

- Maintain point-of-contact with local health department.
- Identify community COVID-19 testing and vaccination sites.
- Consider limiting group interactions for vulnerable learners and staff.
- Allow vulnerable learners to complete coursework using alternate methods.

Additional Preventative Measures may include the following:

- Provide alternate learning opportunities for vulnerable learner populations in consultation with parents and local health officials.
- Emphasize strict adherence to state and federal employment law and extended leave allowances.
- Evaluate criteria to implement Alternate Instructional Model. Consider targeted, short-term or extended school closures.
- Continue to provide nursing and health care services and/or mental health services when feasible and appropriate.

## SUPPORTING MENTAL HEALTH

### Learners

- School counselors are assigned to all schools including one at each elementary, two at each of the middle schools and three at each of the high schools. Additionally, the alternate middle/high school has one counselor and one social worker.
- The district partners with Health West, Inc. to offer additional counseling to learners in need of additional mental health support.
- Community Resource Workers (CRWs) are available across the district to address a variety of health issues. They have access to multiple community resources to support nutrition, social, emotional and mental health concerns for all learners.
- Utilize health curriculum with a greater emphasis on social, emotional and mental wellbeing.
- Utilize Second Step curriculum K-8 to address social, emotional and mental wellbeing.
- All teachers participated in professional development for trauma informed teaching practices and resiliency provided by Keith Orchard.
- All teachers annually complete suicide awareness training.

### Staff

- The district will continue to promote the importance of preventative care measures including annual wellness exams, biometric screenings, flu shots, dental cleanings and additional age appropriate screenings such as mammography and colonoscopy.

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- Create a program designed to provide employee choice in compliance with the Affordable Care Act (ACA), Americans with Disabilities Act (ADA) and Genetic Information Nondiscrimination Act (GINA).
- Continue to promote the district's [Employee Assistance Plan \(EAP\)](#), which allows staff to take advantage of additional mental health benefits.
- Implement a wellness incentive to encourage staff to participate in activities that will strengthen their social, emotional, mental and physical wellbeing. Activities include nutrition, exercise and weight loss, preventative screenings, tobacco cessation and financial wellbeing. Other activities may focus on health habits and mental health awareness.
- Identify and disseminate information regarding additional community-based social, emotional and mental wellbeing resources.
- Utilize the district's [Wellness page](#) on the website to provide access to more wellness information and tools.

## PEOPLE WHO EXHIBIT COVID SYMPTOMS AT A SCHOOL

- Follow [Standard and Transmission-Based Precautions](#) when caring for symptomatic individuals.
- Follow procedures for arranging transportation for anyone who is symptomatic to their home, or to a healthcare facility.
- Notify local health officials, staff, and families of a confirmed case while maintaining confidentiality consistent with applicable federal and state privacy laws.
- Advise symptomatic staff members and learners to follow CDC guidelines for isolation and masking. COVID related absences may be excused on a case-by-case basis with an opportunity for informal and/or formal review.
- Inform those who have had close contact to a person diagnosed with COVID-19 to follow state and local health official guidance.
- Practice physical distancing.
- Practice good hand hygiene.
- Cover cough and sneezes.
- Wear high quality face coverings in public places with high infection rates.
- Disinfect surfaces and objects regularly.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

If you believe you have been exposed, make sure to self-isolate. If you need medical attention, please call your healthcare provider in advance of a visit to discuss your symptoms and next steps. Local hotline: 208-234-5875.

## SUPPORTING VACCINATION EFFORTS

- The district will continue to coordinate with local health agencies and pharmacies to communicate vaccination opportunities, information and resources to staff and eligible learners.

## PROCESS AND TIMELINE FOR REVIEW

- The PCSD25 Roadmap is available on the district's website on the [COVID-19 Resources](#) page.

# PCSD 25 Roadmap for the Safe Return to In-Person Instruction for the 2023-2024 School Year

- The Board of Trustees will, at minimum, review, and if necessary, revise the PCSD25 Roadmap for the Safe Return to In-Person Instruction for the 2023-2024 School Year at the August and February Regular Board Meeting. The Board is required to review and/or update subsequent school year plans through January, 2025. The Board may consider changes to the Roadmap at any properly noticed meeting of the Board, in accordance with the Idaho Open Meeting Law.
- Learners, staff and patrons may submit input with regard to the Roadmap at any time by emailing [feedback@sd25.us](mailto:feedback@sd25.us), or mailing written input to: 3115 Pole Line Road, Pocatello, ID 83201, Attn: Board Clerk

## RESOURCES

- [Guidance for COVID-19 Prevention in K-12 Schools](#)
- [Reopening Guidance for Cleaning and Disinfecting Schools](#)
- [How to Protect Yourself and Others](#)
- [COVID-19 Symptoms](#)
- [Communication Tools](#)
- [United Way Community Crisis Resources](#)

## CONTACTS

- Southeast Idaho Public Health Hotline (208) 234-8575
- Employee Assistance Program (EAP) (208) 227-0152 or (866) 260-9490
- Idaho COVID-19 Hotline (888) 330-3010
- Southeast Idaho Behavioral Crisis Center (208) 909-5177