



pennsylvania
DEPARTMENT OF EDUCATION

McKeesport Area School District Health and Safety Plan

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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

Health and Safety Plan:

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

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

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

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

Type of Reopening

Key Questions

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

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

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

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 26, 2020

Pandemic Coordinator/Team

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

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

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Pandemic Coordinators- Pam Gordon and Kristen James	Administrators	Plan Development and Response Team
Chris Kastronis and Linda Reynolds	Teachers' Union Leadership	Response Team
Joe Whitney and Natalie Wynn	Support Staff Union Leadership	Response Team
School Nurses- Joanne Rodgers, Toni Stolic, Kelly Headrick	Health Officials	Response Team
Building Principals- Dale McCall, Tom Knight, Paul Sweda, David Listorti	Administrators	Response Team

PA Department of Health Contact	Health Official	Plan Development and Response Team
Allegheny County Health Department Contact	Health Official	Plan Development and Response Team

Key Strategies, Policies, and Procedures

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

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

For each requirement within each domain, document the following:

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

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

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

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

Summary of Responses to Key Questions:

McKeesport Area School District's Building & Grounds Director will ensure OSHA and CDC requirements for COVID-19 are met in the purchasing of disinfectant supplies. A newly created administrative position, Assistant to the Director of Building & Grounds, will be filled with a qualified candidate during the 2020-2021 school year. The daily expectations of maintenance and custodial staff will be monitored by the Assistant to the Director of Building & Grounds.

MASD annually hires custodial summer labor to clean and disinfect the buildings to prepare for the school year. There is a possibility of creating a new custodial position for the 2020-2021 school year. Cleaning, sanitizing, disinfecting and ventilation protocol training will be provided to maintenance and custodial staff by the Director of Building & Grounds as well as online training. The completion of these trainings will be monitored by the new Assistant to the Director of Building & Grounds.

All high touch surfaces will be disinfected regularly, including water fountains, door handles, light switches, playground equipment and student desks. To reduce the number of high touch surfaces, all classroom, cafeteria, auditorium and gymnasium doors will remain propped open. Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans. All staff and students will be expected to sanitize or wash their hands frequently. Hand soap and hand sanitizer will be available in all restrooms and hand sanitizer will be made available in all common areas. Purchase of ion charged sprayers and robotic cleaning devices to assist our custodial staff with efficiency in the sanitation process.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<ul style="list-style-type: none"> Daily cleaning of schools with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure. Apply to frequently touched surfaces and objects including door handles, sink handles and drinking fountains. At Least daily and throughout the day disinfecting schools and transportation vehicles using <u>EPA-approved disinfectants against COVID-19</u> external icon to reduce the risk. Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility. 	<ul style="list-style-type: none"> Daily cleaning of schools with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure. Apply to frequently touched surfaces and objects including door handles, sink handles and drinking fountains. At Least daily and throughout the day disinfecting schools and transportation vehicles using <u>EPA-approved disinfectants against COVID-19</u> external icon to reduce the risk. 	<p>Custodian, Paraprofessional, Bus Contractor or other assigned staff</p>	<p>Cleaning Supplies – Ensure supply chain through multiple vendors</p> <p>Continuously monitor inventory</p> <p>Cleaning Supplies – Ensure supply chain through multiple vendors</p> <p>Continuously monitor inventory</p>	<p>Y</p>

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?

- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible

To maintain social distancing, McKeesport Area School District will manipulate schedules to limit class size. Desks will be arranged that allow for several feet of separation among students and staff, where feasible. Students will only be transitioned from one room to another when absolutely necessary. Classroom teachers will be encouraged to use out-of-classroom space, for example, outside, if weather permits. Buildings will use a staggered bell schedule to limit the number of students in the hallways at one time. All hallways and stairways will be directional and will be labeled. Larger areas of the buildings, such as the cafeteria and auditorium, will have seating arrangements to ensure several feet of separation. Principals will schedule more lunch periods to balance out the number of students in the cafeteria at one time. “Grab and go” meals will be served. All staff and students will be expected to sanitize or wash their hands frequently. Hand soap and hand sanitizer will be available in all restrooms and hand sanitizer will be made available in all common areas.

MASD will not allow visitors or volunteers into the school buildings. Building facilities, such as the cafeterias, auditoriums and gymnasiums will be of limited use to the public.

Each principal will hold a staff meeting via zoom at the beginning of the school year where social distancing and mandatory masking protocol will be discussed. Staff will reinforce and promote proper hygiene, hand washing and hand sanitizing to their students.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	<ul style="list-style-type: none"> Determine your maximum capacity for each room Turn desks in the same direction. Students sit on one side of tables/desk facing the same direction. Reduce Class Size <ul style="list-style-type: none"> Half of class roster Maximum classroom capacity Survey families to gauge which students may want to conduct their schooling virtually for the 2020- 2021 school year Use the master schedule to balance class numbers as much as possible – remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) Limit physical interaction through partner or group work Establish distance between the teacher's desk/board and students' desks Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing Implement standard operating procedures while taking preventative measures such as: 	<ul style="list-style-type: none"> Determine your maximum capacity for each room Turn desks in the same direction. Students sit on one side of tables/desk facing the same direction. Reduce Class Size <ul style="list-style-type: none"> Half of class roster Maximum classroom capacity Balance class numbers as much as possible – remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) Limit physical interaction through partner or group work Establish distance between the teacher's desk/board and students' desks Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Allowing students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff 	Admin Teachers Custodians Paraprofessionals	Master Scheduling Cleaning Supplies – Ensure supply chain through multiple vendors; Continuously monitor inventory PPE	Y

	<ul style="list-style-type: none"> ○ Providing hand sanitizer for students and staff ○ Allowing students and staff to wear face masks/coverings ○ Limiting unnecessary congregations of students and staff 				
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms					
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<ul style="list-style-type: none"> • Teach and reinforce good hygiene measures such as handwashing, coverings, coughs, and face coverings • Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no touch trash cans in all bathrooms, classrooms, and frequently trafficked areas • Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. 	<ul style="list-style-type: none"> • Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings • Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms and frequently trafficked areas • Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. 	Administrator Teacher Aide Nurse Students Parents	Signs Health Curriculum	Y
* Posting signs, in highly visible locations, that promote everyday protective measures,	https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc	https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc	Administrator Principal	Laminated Signs or posters	N

and how to stop the spread of germs				
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<ul style="list-style-type: none"> Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities. Restrict nonessential visitors, volunteers, and activities that involve other groups. 	<ul style="list-style-type: none"> Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities. Restrict nonessential visitors, volunteers, and activities that involve other groups. 	Administrator	Policies and procedures
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<ul style="list-style-type: none"> CDC Guidance for Youth Sports: https://www.cdc.gov/coronavirus/2019-nCoV/community-schools-childcare/youth-sports.html PA and PIAA Guidance on Youth Sports https://www.governor.pa.gov/covid-19/sports-guidance/ Stagger the schedule for large group gatherings such as recess and PE Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing Clean equipment/materials between PE classes, recess, training room Weight room closed Students do not dress for PE Individual lockers/cubbies Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Allowing students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff Schedule recess so students remain in same groups together 	<ul style="list-style-type: none"> CDC Guidance for Youth Sports: https://www.cdc.gov/coronavirus/2019-nCoV/community-schools-childcare/youth-sports.html PA and PIAA Guidance on Youth Sports https://www.governor.pa.gov/covid-19/sports-guidance/ Stagger the schedule for large group gatherings such as recess and PE Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing Clean equipment/materials between PE classes, recess, training room, and weight room Weight room 50% capacity Students do not dress for PE Individual lockers/cubbies Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Allowing students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff 	Admin Athletic Director Athletic trainers Coaches Teachers Paraprofessionals Custodians	Master Schedule Policies/Procedures Cleaning Supplies – Ensure supply chain through multiple vendors; Continuously monitor inventory PPE
				Y

	<ul style="list-style-type: none"> ○ Consider sports/activities that do not require sharing equipment 	<ul style="list-style-type: none"> ○ Schedule recess so students remain in same groups together ○ Consider sports/activities that do not require sharing equipment 			
Limiting the sharing of materials among students	<ul style="list-style-type: none"> ● Identify necessary learning tools and resources, consider using consumables (when possible) ● Assign a cubby or bin to each child where s/he can keep hard copy texts and learning tools (e.g. rulers, calculators) ● Limit the sharing of technology tools (chromebooks, ipads, etc) and provide cleaning materials to be used between uses ● Limit sharing of high-touch materials to extent possible (art supplies, math manipulatives, science equipment, etc.), or limit the use of supplies and equipment to one group of children at a time and clean and disinfect these items between uses ● Provide each classroom with a clean and dirty bin for those items that are shared 	<ul style="list-style-type: none"> ● Identify necessary learning tools and resources, consider using consumables (when possible) ● Assign a cubby or bin to each child where s/he can keep hard copy texts and learning tools (e.g. rulers, calculators) ● Assign technology tools (chromebooks, ipads, etc) to individual students/small groups of students and provide cleaning materials to be used between uses ● Have enough supplies to minimize the sharing of high-touch materials to extent possible (art supplies, math manipulatives, science equipment, etc.), or limit the use of supplies and equipment to one group of children at a time and clean and disinfect these items between uses ● Provide each classroom with a clean and dirty bin for those items that are shared ● Limit use of weight-lifting equipment/machines and clean after each use 	Admin Teachers Tech Coordinators Paraprofessionals	Bins/Cubby Individual Tech tools such as ipads, chromebooks, etc. Art supplies Manipulatives Individual basic school supplies such as scissors, ruler, pencils, notebooks Science equipment Cleaning Supplies – Ensure supply chain through multiple vendors; Continuously monitor inventory; tech wipes for all technology PPE	N
Staggering the use of communal spaces and hallways	<ul style="list-style-type: none"> ● Develop Entry Procedures and master schedule ● Direct movement with clear traffic patterns; Establish clear traffic patterns with appropriate visual supports (e.g., directional arrows, signage, etc.) to enter the building and 	<ul style="list-style-type: none"> ● Develop Entry Procedures and schedule ● Direct movement with clear traffic patterns; Establish clear traffic patterns with appropriate visual supports (e.g., directional arrows, signage, etc.) to enter the building and designate entrance and exit flow paths 	Admin Teachers Custodians Paraprofessionals Cafeteria staff	Master Schedule Signs on floors and walls Policies/procedures for dropoff/pickup Policies/Procedures for recess and cafeteria use	Y

<p>designate entrance and exit flow paths</p>	<ul style="list-style-type: none"> • Establish a protocol for student pick/drop up; staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup • Clear one van/bus before another begins unloading. • Close water fountains • Close communal-use spaces such as cafeterias and playgrounds if possible; otherwise, stagger their use and disinfect them in between uses. • Provide hand sanitizer for students and staff • Limit unnecessary congregations of students and staff • Limit movement throughout the building and restrict mixing between groups to the extent possible. Try to keep the same student and staff groupings together throughout the school day as much as possible. • Transitions: For class changes and other transitions throughout the school day: <ul style="list-style-type: none"> ○ Limit transition times ○ Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to limit congregation of students ○ Limit staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes 	<ul style="list-style-type: none"> • Establish a protocol for student pick/drop up; staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup • Clear one van/bus before another begins unloading. • Limit communal-use spaces such as cafeterias and playgrounds if possible; otherwise, stagger their use and disinfect them in between uses. • Provide hand sanitizer for students and staff • Minimize unnecessary congregations of students and staff • Minimize movement throughout the building and restrict mixing between groups to the extent possible. Try to keep the same student and staff groupings together throughout the school day as much as possible. • Transitions: For class changes and other transitions throughout the school day: <ul style="list-style-type: none"> ○ Provide additional time for transitions ○ Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to minimize congregation of students ○ Plan staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes to decrease number of students in hallways at one time 		<p>Cleaning Supplies – Ensure supply chain through multiple vendors; Continuously monitor inventory</p> <p>PPE</p>	
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	<ul style="list-style-type: none"> to decrease number of students in hallways at one time Keep same group of students stay with the same staff (all day for young children and as much as feasible for older children) Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff 	<ul style="list-style-type: none"> Consider grouping students with the same staff (all day for young children and as much as Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff 			
Adjusting transportation schedules and practices to create social distance between students	<ul style="list-style-type: none"> Stagger the bus loading and unloading periods Adapt to evolving entry and dismissal procedures Clear one vehicle before another one begins unloading At least twice daily and throughout the day disinfecting transportation vehicles using <u>EPA-approved disinfectants against COVID-19 external</u> to reduce the risk. Provide transportation staff with information on how to appropriately disinfect their vehicle Offer hand sanitizer to riders Driver and monitors will be required to wear a mask, or face covering 	<ul style="list-style-type: none"> Stagger the bus loading and unloading periods <ul style="list-style-type: none"> Work to refine entry and dismissal procedures Clear one vehicle before another one begins unloading At least daily and as needed throughout the day disinfecting transportation vehicles using <u>EPA-approved disinfectants against COVID-19 external</u> to reduce the risk. <ul style="list-style-type: none"> Provide transportation staff with information on how to appropriately disinfect their vehicle Offer hand sanitizer to riders 	Kristen James – Transportation	Hand sanitizer Disinfectant Signage, tape, or vinyl graphics Thermometer Policies and Procedures Transportation Vehicles Additional Personnel	Y

	<ul style="list-style-type: none"> Clearly label seats that are unavailable to riders, to ensure social distancing Transportation provider to control screening of employees for symptoms of COVID-19 Vehicles will be loaded from back to front and unloaded the opposite way. Assigned seating 	<ul style="list-style-type: none"> Driver and monitors will have the option to wear a mask, or face covering, should the mask mandate be lifted. Clearly label seats that are unavailable to riders, to ensure social distancing Staff will self-screen for symptoms of COVID-19 Vehicles will be loaded from back to front and unloaded the opposite way. Suggested seating by household unit 			
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<ul style="list-style-type: none"> Determine your maximum capacity for each room Limit movement throughout the building Restrict mixing between groups; Keep the same student and staff groupings together throughout the school day as much as possible. Students remain in the same classroom; Teacher switches classrooms instead of students Use the master schedule to balance class numbers as much as possible Remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) Limit physical interaction through partner or group work Establish distance between the teacher's desk/board and students' desks; Mark spaced lines for entry, exit, and flow in each room to promote social distancing Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces for social distancing) 	<ul style="list-style-type: none"> Determine your maximum capacity for each room Minimize movement throughout the building Minimize mixing between groups; Keep the same student and staff groupings together throughout the school day as much as possible. Consider students remaining in the same classroom; Consider teachers switching classrooms instead of students Use the master schedule to balance class numbers as much as possible Remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) Minimize physical interaction through partner or group work Establish distance between the teacher's desk/board and students' desks; Mark spaced lines for entry, exit, and flow in each room to promote social distancing Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces for social distancing) 	Admin Teachers Paraprofessionals Custodians	Master Schedule Signs and markings for the floor and walls Policies/Procedures Cleaning Supplies – Ensure supply chain through multiple vendors; Continuously monitor inventory PPE	Y

	<ul style="list-style-type: none"> • Providing hand sanitizer for students and staff • Conducting cleaning of classrooms and high-touch surfaces each day 	<ul style="list-style-type: none"> • Providing hand sanitizer for students and staff • Conducting cleaning of classrooms and high-touch surfaces each day 			
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<ul style="list-style-type: none"> • Increase communication as needed. • Review special arrangements that were in place before Covid-19 and decide whether those processes can continue in the yellow phase. 	<ul style="list-style-type: none"> • Increase communication as needed. • Review special arrangements that were in place before Covid-19 and decide whether those processes can continue in the Green phase. 	Administrator, transportation coordinator and transportation provider, and childcare providers	Transportation vehicles and childcare space	N
Other social distancing and safety practices					

Monitoring Student and Staff Health

Key Questions

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

Summary of Responses to Key Questions:

All district parents/guardians will be expected to screen their child for symptoms at home each morning before the school day. District staff will be expected to screen themselves for symptoms prior to arriving to work. No staff or student who is ill should attend school. MASD will not be temperature screening upon entrance to school.

Staff will be trained on protocols for monitoring student and staff health, including being made aware of the signs and symptoms of COVID-19. If a staff or student is showing symptoms, they will be required to report to the school nurse. Families will be notified of a confirmed case that may have caused exposure through the Allegheny Health Department's contact tracing team, or a District representative, when applicable.

MASD will develop strategies used with other infectious diseases that allow school districts to remain open in the event of a confirmed case of COVID-19. For example, for the 14-day period after such a diagnosis, there would be an increased education on signs and symptoms, increased monitoring of hygiene, continued compliance with mandatory masking order and increased enforcement of social distancing.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	<ul style="list-style-type: none"> • Check for signs and symptoms of students and employees daily upon arrival. • Conduct routine, daily health checks (e.g., temperature and symptom screening) which include checks for history of exposure. • Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases. • Develop a system for home/self-screening and reporting procedures. • Encourage staff to stay home if they are sick and encourage parents to keep sick children home. • Adopt flexible attendance policies for students and staff. 	<ul style="list-style-type: none"> • Check for signs and symptoms of students and employees daily upon arrival. • Conduct routine, daily health checks (e.g., temperature and symptom screening) which include checks for history of exposure. • Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases. • Develop a system for home/self-screening and reporting procedures. • Encourage staff to stay home if they are sick and encourage parents to keep sick children home. • Adopt flexible attendance policies for students and staff. 	Administrator Nurse	Temperature Scanner When and how will trainings be provided	Y

* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure			Administrator Nurse	Isolation Room Proper PPE Equipment for Health Professionals	Y
	<ul style="list-style-type: none"> • Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms. • School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. • Establish procedures for safely transporting anyone who is sick home or to a healthcare facility. • Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. • Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children. • Advise sick staff members and children not to return until they have met state DOH criteria to discontinue home isolation 	<ul style="list-style-type: none"> • Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms. • School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. • Establish procedures for safely transporting anyone who is sick home or to a healthcare facility. • Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. • Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children. • Advise sick staff members and children not to return until they have met state DOH criteria to discontinue home isolation 			

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DPH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DPH guidance for home quarantine. 	<ul style="list-style-type: none"> Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DPH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DPH guidance for home quarantine. Symptoms of Coronavirus <u>What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection</u> <u>Standard Precautions</u> <u>Transmission-based Precautions</u> 			
* Returning isolated or quarantined staff, students, or visitors to school	<ul style="list-style-type: none"> Develop policies and procedures based on CDC guidelines https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html 	<ul style="list-style-type: none"> Develop policies and procedures based on CDC guidelines https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html 	Administrators Department of Health Nurse	Policies and Procedures	Y
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ul style="list-style-type: none"> Post on the public Website Robo Calls Social Media 	<ul style="list-style-type: none"> Post on the public Website Robo Calls Social Media 	Administrators	Communication System	N
Other monitoring and screening practices	<ul style="list-style-type: none"> Wellness Checks 	<ul style="list-style-type: none"> Wellness Checks 	School Nurses Coordinator	Temperature Scanners	Y

Other Considerations for Students and Staff

Key Questions

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

Summary of Responses to Key Questions:

We will follow the mask mandate from the Commonwealth and require our staff and students to wear masks when moving through the building, arrival and dismissal periods, and any other times students are in the school building. We will encourage the use of transparent face shields for those that are unable to wear a mask, or are in the secondary schools.

Additionally, students are required to wear masks during transportation services to and from school.

We are continually looking to bolster the number of substitute teachers that are available to us, by marketing the position on our website and social media pages.

All programs including the 21st CCLC after school programs, and ELECT Teen Parenting program, will adhere to all health and safety guidelines in this plan, due to the location of the program being housed in the MASD school buildings. All employees of the program are employees of the McKeesport Area School District.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	Required (Y/N)
* Protecting students and staff at higher risk for severe illness	https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html <ul style="list-style-type: none"> Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials Consult with local board attorneys and district human resources officials to offer special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations Adhere to FERPA and HIPPA requirements 	https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html <ul style="list-style-type: none"> Provide PPE to vulnerable students and staff as appropriate Allow vulnerable students to complete their coursework virtually Allow vulnerable students and staff to wear PPE throughout the school day (to the extent practicable) Establish a process for regular check-ins with vulnerable students and staff Allow an early transition for vulnerable students to go to classes Limit large group gatherings/interactions for vulnerable students and staff 	Administrator and School Nurse, Teacher, Paraprofessional	Policies and Procedures	N

	<ul style="list-style-type: none"> • Adhere to state and federal employment law and extended leave allowances • Offer an Employee Assistance Program to all staff members 				
<p>* Use of face coverings (masks or face shields) by all staff</p>	<ul style="list-style-type: none"> • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. • Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. <p>> <u>CDC Guidance</u></p>	<ul style="list-style-type: none"> • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. • Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. 	Administrator	Masks, signage for proper use	N
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<ul style="list-style-type: none"> • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. • Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. <p>> <u>CDC Guidance</u></p>	<ul style="list-style-type: none"> • Staff members are permitted to wear face masks if they wish to. • Under current order masking is mandatory. <p>> <u>CDC Guidance</u></p> <ul style="list-style-type: none"> • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. • Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. 	Administrator	Masks, signage for proper use	N
	<p>> <u>CDC Guidance</u></p>	<ul style="list-style-type: none"> • Under current order masking is mandatory. <p>> <u>CDC Guidance</u></p>			

Unique safety protocols for students with complex needs or other vulnerable individuals	<ul style="list-style-type: none"> Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. 	<ul style="list-style-type: none"> Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. 	Administrator	Accommodations as needed	Y
	<ul style="list-style-type: none"> Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials. Reconvene IEP Meetings to adjust for Special needs. 	<ul style="list-style-type: none"> Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials. Reconvene IEP Meetings to adjust for Special needs. 			
Strategic deployment of staff					

Health and Safety Plan Professional Development

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

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

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Hygiene Basics	Staff and Students	Nurse and Pandemic Coordinator	F2F/Virtual	CDC Resources		
Daily Cleaning/Deep Cleaning	Custodians/Bus Contractors	Pandemic Coordinator	F2F/Virtual	CDC Resources; Cleaning supplies		
Coordination with local childcare	Child Care Organizations	Pandemic Coordinator and Admin	F2F/Virtual	Policies/Procedures		
Temperature Scans/Isolation and Quarantine of Students and Staff	Admin/Nurse/ Staff	Nurse and Pandemic Coordinator	F2F/Virtual	Policies/Procedures		
Use of Face Coverings/PPE	Admin/Staff/Students/Bus Contractors/Visitors	Pandemic Coordinator	F2F/Virtual	Policies/Procedures		
Unique Safety Protocols for Students with Complex Needs or vulnerable individuals	Admin/Staff	Pandemic Coordinator and Special Education Director and Nurse	F2F/Virtual	Policies/Procedures		
Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	Admin/ Staff/Students	Pandemic Coordinator and Athletic Director and Nurse	F2F/Virtual	Policies/Procedures		
Staggering the use of communal spaces and hallways	Admin/Staff/Students	Pandemic Coordinator and Admin	F2F/Virtual	Signs and markings for walls and floors/Policies and Procedures/Master Schedule		
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Admin/Staff/Students	Pandemic Coordinator and Admin	F2F/Virtual	Signs/Markings for walls and floor/Policies and procedures/Master Schedule		

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	Admin/Staff/Students	Pandemic Coordinator and Admin	F2F/Virtual	Signs/Markings for walls and floor/Policies and procedures/Master Schedule		
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Custodians, paraprofessionals, Cafeteria Staff	Buildings & Grounds	Virtual	Janitorial Supplies		
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	Students and Staff	Nurse, Administration	Virtual & Health Class	Curriculum and video materials, web site, posters		

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
* Monitoring students and staff for symptoms and history of exposure	Students and Staff	All staff, Department of health contacts	Virtual and Staff Observation	Temperature scanners, posting of symptoms on web and posters		
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	All Building Staff	Nurse and Administration Department of Health	Virtual and Nurses presentation	CDC guidance and Department of Health assistance and Isolation room. school web page		
* Returning isolated or quarantined staff, students, or visitors to school	Parents, All Staff	Nurse	Virtual, Communication with families of students	Videos, letters, school web site		
Other monitoring and screening practices	Students and staff	Nurse, staff, security, and administration	Virtual	Thermal Scanners		
Unique safety protocols for students with complex needs or other vulnerable individuals	Parents and Staff	Nurse, Special Needs Staff	Virtual or in person if possible	Special Devices and special care materials		

Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
McKeesport Area Phased School Reopening Health and Safety Plan	Entire School Community	Administration	District Website, printouts, email, robocall, Facebook, Twitter	Upon Board Approval	Ongoing
Any Potential Changes to Schedule	Entire School Community	Administration	District Website, printouts, email, robocall, Facebook, Twitter	Ongoing	Ongoing

Health and Safety Plan Summary: McKeesport Area School District

Anticipated Launch Date: August 26, 2020

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

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<ul style="list-style-type: none"> Daily cleaning of schools with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure. Apply to frequently touched surfaces and objects including door handles, sink handles and drinking fountains. At Least daily and throughout the day disinfecting schools and transportation vehicles using EPA-approved disinfectants against COVID-19 external icon to reduce the risk. Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices 	<ul style="list-style-type: none"> Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc

* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs

Requirement(s)	Strategies, Policies and Procedures
<p>* Handling sporting activities consistent with the <u>CDC Considerations for Youth Sports</u> for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<ul style="list-style-type: none"> • Increase communication as needed • Review special arrangements that were in place before Covid-19 and decide whether those processes can continue in the yellow phase.
Monitoring Student and Staff Health	
Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<ul style="list-style-type: none"> • Check for signs and symptoms of students and employees daily upon arrival. • Conduct routine, daily health checks, which include checks for history of exposure. • Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases. • Develop a system for home/self-screening and reporting procedures. • Encourage staff to stay home if they are sick and encourage parents to keep sick children home. • Adopt flexible attendance policies for students and staff. • Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms. • School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people.

Requirement(s)	Strategies, Policies and Procedures
<p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<ul style="list-style-type: none"> • Establish procedures for safely transporting anyone who is sick home or to a healthcare facility. • Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. • Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children. • Advise sick staff members and children not to return until they have met state DOH criteria to discontinue home isolation • Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DOH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DOH guidance for home quarantine. • <u>Symptoms of Coronavirus</u> • <u>What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection</u> • <u>Standard Precautions</u> • <u>Transmission-based Precautions</u> • Develop policies and procedures based on CDC guidelines https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html • Post on the public Website • One Call Systems

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p>	<p>https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html</p> <ul style="list-style-type: none"> • Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws • Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws • Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials • Consult with local board attorneys and district human resources officials to offer special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations • Adhere to FERPA and HIPPA requirements • Adhere to state and federal employment law and extended leave allowances • Offer an Employee Assistance Program to all staff members • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. • Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. <p>> CDC Guidance</p> <ul style="list-style-type: none"> • Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings.

Requirement(s)	Strategies, Policies and Procedures
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<ul style="list-style-type: none"> Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. <p>> CDC Guidance</p> <ul style="list-style-type: none"> Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials. Reconvene IEP Meetings to adjust for Special needs.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for McKeesport Area School District reviewed and approved the Phased School Reopening Health and Safety Plan on **August 12, 2020**.

The plan was approved by a vote of:

☒ Yes
☐ No

Affirmed on: **August 12, 2020**

By:


(Signature* of Board President)

Dennis Joe Loprete
(Print Name of Board President)

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

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

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

ATTACHMENTS:

Emergency Instructional Time Template, Section 520.1

COVID-19 Safety & Security Protocol



Emergency Instructional Time Template

Section 520.1

As communicated to chief school administrators on July 6, 2020, Section 520.1 of the School Code provides flexibility to meet minimum instructional time requirements in the event of an emergency that prevents a school entity from providing for the attendance of all pupils or usual hours of classes at the school entity. The Pennsylvania Department of Education (PDE) considers the World Health Organization-declared Coronavirus disease (COVID-19) a global pandemic and an emergency as contemplated by Section 520.1.

A local education agency (LEA) that elects to implement temporary provisions in response to the COVID-19 global pandemic may meet the minimum 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction, consistent with the requirements outlined in PDE's July 6 guidance. Such LEAs must provide PDE with the following information:

1. LEA's Proposed Calendar and Schedule(s) for SY 2020-21

a. School Year Calendar

School Year Start Date	School Year End Date	Total Number of Instructional Days <i>Must meet minimum 180 days</i>
8/18/20	6/4/21	187

- b. A sample weekly academic schedule as approved by the LEA's governing body. (Recognizing the need for flexibility and that circumstances may change as the LEA responds to the COVID-19 pandemic, an LEA may provide more than one proposed weekly schedule.) Example schedules are provided in Appendix A.

2. If the proposed schedule includes remote learning (*i.e.*, learning outside the school building), describe how the LEA will ensure access to remote learning opportunities for all students.

We are distributing devices to every student in the event that remote learning will be mandated. Additionally, we are providing resources for affordable Internet service and strengthening our hot-spot locations throughout the community.

3. The Chief School Administrator and Board President affirm the following:

- ☒ The proposed school calendar and academic schedule(s) will provide all students the planned instruction needed to attain the relevant academic standards set forth in Chapter 4.
- ☒ The proposed school calendar and academic schedule(s) allow sufficient instructional time necessary for content mastery and provide instructional blocks for each grade level and content area.
- ☒ The proposed school calendar and academic schedule(s) provide at least 900 hours (elementary) and 990 hours (secondary) of in-person instruction and/or remote learning for all students. (Such time may include synchronous and/or asynchronous instruction.)

- ☒ The proposed school calendar and academic schedule(s) define instructional time for students as time in the school day devoted to instruction and instructional activities under the direction of certified school employees. (Such time may include synchronous and/or asynchronous instructional activities.)
- ☒ Clearly defined systems for tracking attendance and instructional time will be implemented to ensure student engagement in remote instruction.
- ☒ The LEA acknowledges that it must provide Free and Appropriate Public Education (FAPE) during this pandemic-related emergency.
- ☒ The proposed school calendar and academic schedule(s) ensures ESL services for English Learners.
- ☒ Clearly defined and ongoing systems for evaluating the quality and outcomes of instructional delivery will be implemented, at least quarterly, and necessary adjustments will be made when data highlight concerns about quality, equity, and/or lack of progress in student learning.

Name of Local Education Agency: **McKeesport Area School District**

Signature of Chief School Administrator:



Date: **8/18/20**

Signature of Governing Body President:



Date: **8/18/20**

Date Approved at Board Meeting: **8/12/20**

Please scan and submit this entire signed document, the proposed weekly schedule, and a copy of the board minutes at which such schedule was approved to RA-EDContinuityofED@pa.gov.

Any questions can be submitted to RA-EDContinuityofED@pa.gov.

Appendix A: Sample Weekly Schedules

Below are two examples of weekly schedules and the format in which they may be submitted to PDE. Any difference in plans by school or grade level should also be noted.

50% Return - Hybrid Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
Group A: In-School/ In-Person	Group A: In-School/ In-Person	Groups A & B - Remote Learning	Group A: Remote Learning	Group A: Remote Learning
Group B: Remote Learning	Group B: Remote Learning		Group B: In-School/ In-Person	Group B: In-School/ In-Person

Note: Wednesdays are remote learning with teachers allowed to teach from home or school.

50% Return – Split Schedule					
Session	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Group A: In-School	Group A: In-School	Groups A & B: Remote Learning (or Alternating by Week)	Group B: In-School	Group B: In-School
	Group B: Remote Learning	Group B: Remote Learning		Group A: Remote Learning	Group A: Remote Learning
PM	Group B: In-School	Group B: In-School	Groups A & B: Remote Learning (or Alternating by Week)	Group A: In-School	Group A: In-School
	Group A: Remote Learning	Group A: Remote Learning		Group B: Remote Learning	Group B: Remote Learning

Note: Wednesdays are remote learning with teachers allowed to teach from home or school.

Session	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	<p>Group A: In-School</p> <p>Group B: Remote Learning</p>	<p>Group A: In-School</p> <p>Group B: Remote Learning</p>	<p>Group A: In-School</p> <p>Group B: Remote Learning</p>	<p>Group A: In-School</p> <p>Group B: Remote Learning</p>	<p>Group A: In-School</p> <p>Group B: Remote Learning</p>
Afternoon	<p>Group B: In-School</p> <p>Group A: Remote Learning</p>	<p>Group B: In-School</p> <p>Group A: Remote Learning</p>	<p>Group B: In-School</p> <p>Group A: Remote Learning</p>	<p>Group B: In-School</p> <p>Group A: Remote Learning</p>	<p>Group B: In-School</p> <p>Group A: Remote Learning</p>

Group A: Alphabetical by last name - A-K

Group B: Alphabetical by last name – L-Z

Students may be in differing groups based upon household names.

McKEESPORT AREA SCHOOL DISTRICT
Regular Board Meeting
August 12, 2020

Presiding	Joe Lopretto, President
Date, Time, Place	Wednesday, August 12, 2020, 7:30 PM, High School Auditorium, 1960 Eden Park Boulevard, McKeesport, PA 15132.
Opening Exercises	Mr. Lopretto called the meeting to order at 7:30 PM. We met in Executive Session prior to tonight's meeting to discuss personnel and potential litigation items and issues.
Present	James Brown David Donato Diane Elias Thomas Filotei Ivan Hampton Steve Kondrosky Joe Lopretto James Poston Mindy Sturgess
Others Present	Dr. Mark Holtzman, Superintendent Dr. Tia Wanzo, Assistant Superintendent Joan Wehner, Business Manager/Board Secretary Charles Kiss, Treasurer Gary Matta, Solicitor

Board President's Remarks – Mr. Lopretto read the instructions for those individuals signed in to speak. I would like to thank Dr. Mark Holtzman and Dr. Tia Wanzo and their staff on working on the Health & Safety Plan for McKeesport Area School District. A lot of time it is tough decisions. Dr. Holtzman did five videos so the parents could understand. I want to thank Dr. Holtzman and Dr. Wanzo and the staff. Mr. Lopretto read correspondence from a parent regarding return to school. I would also like to thank Chuck Davis from White Oak Council for the donation of two of their retired police vehicles. Those vehicles will be put to good use by our district police. I would like to thank Jonathon Balogh and his entire staff on working so hard to get our schools ready for the 2020/2021 school year. These guys don't hear it enough how much they are appreciated for their day to day duties. Again, I want to thank Jonathon Balogh and his entire staff.

Regular Board Meeting
August 12, 2020

Superintendent's Report – Dr. Holtzman presented the Health & Safety Plan. Discussion followed.

Treasurer's Report – Mr. Filotei moved to acknowledge receipt of the Treasurer's Report for the month of June 2020. Seconded by Mr. Poston.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Hearing of Citizens –

Cher and Paul Redwood, 1109 Ohio Street, McKeesport, PA 15132.

Mr. and Mrs. Redwood addressed the Board on the issue of students with special needs.

Wilhelminia Goodlow, 1024 Washington Street, McKeesport, PA 15132.

Ms. Goodlow addressed the Board on the issue of IEPs.

Minutes – Mr. Poston moved to approve the minutes of the Regular Meeting of June 24, 2020. Seconded by Mr. Hampton.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Bills – Mr. Poston moved to approve the list of bills. Seconded by Mr. Filotei.

Voting aye. Mr. Brown, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Voting no. Mr. Donato

MOU – Mr. Filotei moved to approve a Memorandum of Understanding with Alliance Christian Child Care Center to provide childcare services before and after school at Twin Rivers and Francis McClure schools for the 2020/2021 school year. Seconded by Mr. Poston. Discussion followed.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

**Regular Board Meeting
August 12, 2020**

Insurance – Mr. Kondrosky moved to approve the insurances through MGI Risk Management with CM Regent as the carrier effective 9/15/20 through 9/14/21 for an annual premium of \$226,932.00. Seconded by Mr. Filotei.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

PA Coach – Mr. Poston moved to approve the list of drivers and monitors from PA Coach for the 2020/2021 school year with receipt of appropriate documentation. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Agreement – Mr. Filotei moved to approve an agreement with Interim Health Care to provide skilled nursing services for a district student. Seconded by Mr. Poston.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Program – Mr. Poston moved to approve the summer music program of 60 hours High School Marching Band instruction. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Name Change – Mr. Brown moved to acknowledge the name change from Young Scholars of McKeesport to Young Scholars of Greater Allegheny. Seconded by Mrs. Sturgess.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mrs. Sturgess

Voting no. Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston

Calendar – Mr. Poston moved to approve August 26, 2020 as the first student day for the 2020/2021 school year. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston

Regular Board Meeting

August 12, 2020

Voting no. Mrs, Sturgess

Student – Mr. Kondrosky moved to approve the recommendations of the solicitor in regards to student #9739655491. Seconded by Mr. Poston.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs, Sturgess

Agreement – Mr. Filotei moved to approve an agreement with All Lines Technology as presented. Seconded by Mrs. Sturgess. Discussion followed.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs, Sturgess

Plan – Mr. Poston moved to approve the McKeesport Area School District Health and Safety Plan. Seconded by Mr. Filotei.

Voting aye. Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston

Voting no. Mr. Brown, Mrs, Sturgess

**Policy – First reading of the following Board Policy:
#221 - Pupils – Dress and Grooming**

Bids – Mr. Kondrosky moved to reject the bids for the White Oak School building. Seconded by Mr. Filotei.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs, Sturgess

Proposal – Mr. Filotei moved to accept proposal A from David Michael Management Services, LLC as presented. Seconded by Mr. Donato.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Lopretto, Mr. Poston

Voting no. Mr. Kondrosky, Mrs, Sturgess

**Regular Board Meeting
August 12, 2020**

Lawsuit – Mrs. Sturgess moved to authorize the District to enter into an Attorney-Client Fee Contract with the Frantz Law Group, ALPC, 402 West Broadway, Suite 860, San Diego, California, 92101, for the commencement of a legal action against Juul Labs, Inc., formerly known as PAX Labs, Inc., and other Defendants, including but not limited to Altria Group, Inc.; Altria Client Services; Altria Group Distribution Company; Nu Mark LLC; and Philip Morris USA, Inc. Said related to the use of vaping products on District property. The Attorney-Client Fee Contract shall provide for a Contingent Fee of Twenty Percent (20%) of any recovery prior to December 31, 2020, and Twenty-Five Percent (25%) of any recovery after January 2, 2021. Expenses needed to fund the litigation shall be advanced by Frantz Law Group, APLC, and deducted from any recovery. The District shall not be responsible for any fee or cost reimbursement in the event that there is no recovery in the action. The School Board President and/or District Superintendent are authorized to sign the Attorney-Client Fee Contract. Seconded by Mr. Poston.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Machines – Mr. Kondrosky moved to approve the purchase of eight Hilltip Spray Strickers at \$11,500 each from A&H Equipment per Co Stars 25-044 contract. Seconded by Mr. Filotei. Discussion followed.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Green Sheets – Mr. Poston moved to approve the personnel recommendations. Seconded by Mr. Kondrosky.

Act 93:

To be hired: effective immediately:

Stefanie Burgh	Assistant Principal, Founders Hall Middle School, Yearly salary will be \$65,700 (pro-rated)
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Professional:

Retirement:

Marsha Bana	Elementary Teacher, effective 7/16/20
Bonnie Butler	English Teacher, effective 7/15/20
Angela DiBattista	Title I Math Teacher, effective 7/20/20

**Regular Board Meeting
August 12, 2020**

Jean Gallo **Reading Teacher, effective 8/11/20**

Leave of Absence:

Kathleen Haselhoff **Elementary Teacher, Twin Rivers Elementary School,
Unpaid leave effective 8/18/20 to an undetermined date.**

Courtney Reese **Speech Teacher, sabbatical for the 1st semester of the
2020/2021 school year.**

Change of position: effective 8/18/20:

Nayelle Williams **From: Research Strategies and Study Skills, Itinerant, Founders
Hall
To: English Teacher, Founders Hall**

To be hired: effective 8/18/20:

****Jah-Chant Robinson** **English Teacher,
Step 1M Salary \$42,378.00**

****Caitlin Dee** **Research Strategies and Study Skills Itinerant, Founders Hall
Step 1M Salary \$42,378.00**

****Marie Hayes** **Title I Math Itinerant
Step 3M Salary \$43,478.00**

****Danielle Jancristoforo** **Special Education Teacher, McClure Elementary School
Step 2M Salary \$42,878.00**

****Greta Stadtfeld** **World Language Teacher, Founders Hall Middle School
Step 1M Salary \$42,378.00**

To be hired: long term substitutes: effective 8/18/20:

Nicole Pero **Speech Teacher Itinerant. Rate of pay will be \$100/day +
(Reese) benefits and increase to \$125 on the 61st day.**

Joanne Michalak **Elementary Teacher, Twin Rivers Elementary School. Rate of
(Haselhoff) pay will be \$125/day + benefits.**

Jacquelyn Tresse **Health/Physical Education Teacher, High School. Rate of pay will
(Burgh) be \$100/day + benefits and increase to \$125 on the 61st day.**

**To be hired: Permanent day-to-day substitutes. Rate of pay will be \$100/day + individual
benefits and increase to \$125 on the 61st day:**

Elaine Hrinda **High School**

**Regular Board Meeting
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Keith Parton	High School
Kevin Johnson	High School
Carly Tanney	Founders Hall
*Ryan Pontzloff	Founders Hall
Monica Poupakis	Founders Hall
Kathleen Bayer	McClure Elementary School
Tyrone Neal	McClure Elementary School
Sade Banks	Twin Rivers Elementary School
Jessica Gerber	Twin Rivers Elementary School

To be hired: Title I Facilitator effective 8/26/20: Rate of pay will be either \$100/day + individual benefits or \$110/day without benefits:

*Erika Gibson	McClure Elementary School
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To be hired: extra-curricular athletics for the 2019/2020 school year:

Nick LoNigro	Off-Season Conditioning Coach	\$1,928.21
John Moninger	Off-Season Conditioning Coach (shared)	\$964.10
Jamie Eckels	Off-Season Conditioning Coach (shared)	\$964.10

To be hired: summer music program: rate of pay will be \$25.84/hour:

Mark DeCarlo	60 hours	Marching Band
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Changes to the substitute teacher list:

Additions:

*Joshua Reist	Social Studies
*Emily Hughes	English (S Tharp Intern)
Angela DiBattista	Elementary K-6

Deletions:

Michelle Cox	Special Education
Emily Cornish	Elementary K-4
Kristy Hobson	Elementary K-4
William Isbir	Social Studies
Jennifer Large	Early Childhood
John Domarsky	Social Studies

Support Staff:

Resignation: effective immediately:

**Regular Board Meeting
August 12, 2020**

Chelsey McDonald Instructional Assistant, McClure Elementary School

Changes to the substitute lists:

Additions:

***Kathleen Klein Secretary**

***Crystal Little Secretary**

Deletions:

Davonte Doty Custodian

Joy Flowers Secretary

Chelsy McGee Instructional Assistant

***Pending receipt of Act 24, 34, 114 and 151 clearances, Act 168 Disclosure Release, TB Tine and Drug Test results.**

****Step placement pending employer verification.**

ADDENDUM:

Professional:

Resignation effective 8/17/2020:

Ashley Tomaino Special Education Teacher, High School

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

COMMITTEE REPORTS

Athletic – James Brown/Ivan Hampton – no meeting

Buildings & Grounds – Steve Kondrosky/Mindy Sturgess – no meeting, phone conversation

Community Relations/Cultural Diversity – James Brown/Ivan Hampton – no meeting

Education/Legislation/Policy – Diane Elias/Mindy Sturgess – We met today and had the opportunity to review the health and safety plan.

Finance/Grants/Outside Funding – Diane Elias/James Poston – no meeting

Regular Board Meeting

August 12, 2020

Personnel – Mindy Sturgess/Steve Kondrosky – Mrs. Sturgess reported. We met on August 3rd and those items are on the green sheets tonight.

Safe Schools – James Poston/David Donato/Thomas Filotei – no meeting

Solicitor's Report – New business – PA Coach motion.

Correspondence – none

New Business –

PA COACH – Mr. Filotei moved to authorize district Administration and Solicitor to take all appropriate legal action regarding PA Coach, the current district's transportation provider and also ratify the previous filings of administration and the solicitor's office regarding the current transportation agreement Seconded by Mr. Poston. Discussion followed.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Hampton, Mr. Kondrosky, Mr. Lopretto, Mr. Poston, Mrs. Sturgess

Adjournment – 9:20 PM – Mr. Kondrosky moved for adjournment. Seconded by Mr. Poston.

Voting aye. All Members present.

ATTEST:


A handwritten signature in dark ink, appearing to read 'Joan Wehner', is written over a horizontal line.

Joan Wehner, Business Manager/Board Secretary

COVID-19 Safety & Security Protocol



McKEESPORT AREA
School District

Introduction



- The purpose of this tool is to assist McKeesport Area School District officials in determining the proper procedure by which to address cases of exposure to and infection of COVID-19.
- This tool is a baseline guide. Individual situations may and likely will involve nuances that require schools to go beyond the information provided in this tool to effectively mitigate each situation.
- In all cases, we will contact the Allegheny County Health Department for additional guidance.

Definitions & Terms



- **Close Contact:** *Someone who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to specimen collection) until the time the patient is isolated.*
- **Exposure:** Having come into contact with a cause of, or possessing a characteristic that is a determinant of, a particular health problem.
- **Isolation:** separates sick people with a contagious disease from people who are not sick.
- **Quarantine:** separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.
- **Fever:** 100.4, or greater, temperature

Definitions retrieved from <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#Key-Terms>

COVID-19 Symptoms



- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Runny Nose
- Nausea
- Diarrhea

Definitions retrieved from: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

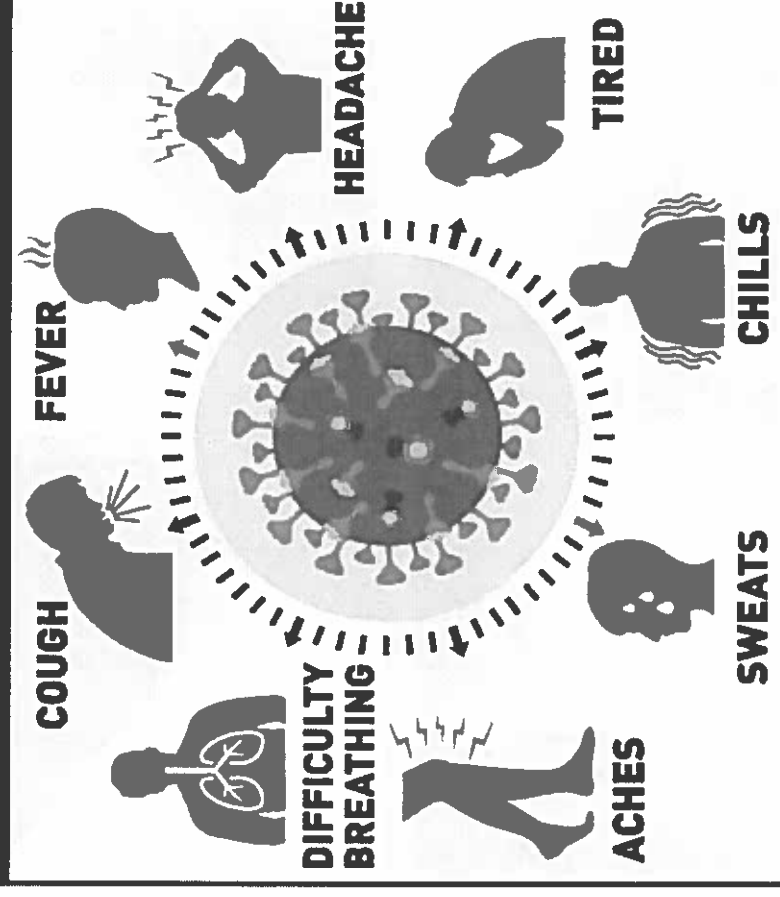
Stay Home & Stay Safe

If any staff or student
exhibits any of these
symptoms,

PLEASE STAY HOME!



SYMPTOMS OF CORONAVIRUS COVID-19



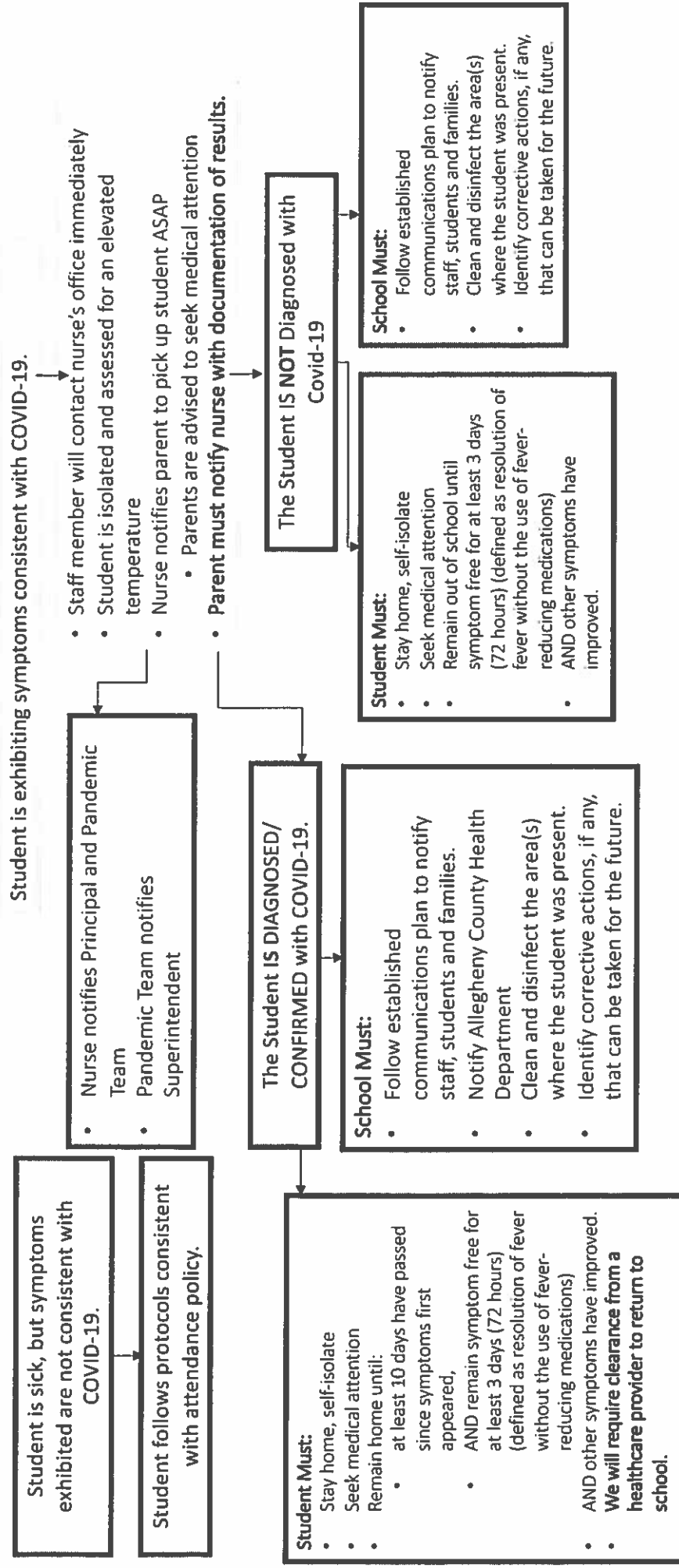
*Not every symptom of COVID is listed in the graphic above!

COVID-19 Student Protocol



McKEESPORT AREA
School District

WHAT WILL HAPPEN IF A STUDENT IS SICK?



WHAT WILL HAPPEN IF A STUDENT HAD CONTACT WITH A CONFIRMED COVID-19 CASE?

No Close Contact and the student is asymptomatic

No further action is needed.

Close Contact/Exposure

- Notification received by Allegheny County Health Department, or from documentation of results from parent.
- Nurse will notify staff to send students within close proximity of confirmed case, to their office
- Parents are notified to pick up student ASAP
- Student is isolated
- Nurse must follow up with family twice during quarantine period

If the student is quarantined for 14 days and remains symptom free, he/she may return to school after 14 days or has a negative test.

If the student develops symptoms, he/she should seek medical attention and isolate until cleared by a medical provider to return to school. (documentation required)

Student Must:

- Stay home, self-isolate
- Seek medical attention
- Remain out of school until:
 - at least 10 days have passed since symptoms first appeared,
 - AND remain symptom free for at least 3 days (72 hours) (defined as resolution of fever without the use of fever-reducing medications)
 - And other symptoms have improved.
- School will require clearance from a healthcare provider to return to school.

School Must:

- Follow established communications plan to notify staff, students and families.
- Notify Allegheny County Health Department
- Nurse will notify staff to send students within close proximity of confirmed case, to their office
- Clean and disinfect the area(s) where the student was present.
- Identify corrective actions, if any, that can be taken for the future.

COVID-19 Staff Protocol



WHAT WILL HAPPEN IF A STAFF MEMBER IS SICK?

Staff member is exhibiting symptoms consistent with COVID-19.

Staff member is sick, but symptoms exhibited are not consistent with COVID-19.

Staff member follows protocols consistent with agency policy sick leave.

- Nurse notifies Principal and Pandemic Team
- Pandemic Team notifies Superintendent

- Staff member should report off from work, or staff member is sent home. (Nurse must be notified)
- Seek medical attention
- Staff member will make principal aware of diagnosis and follow direction of health care provider

The staff member IS DIAGNOSED/
CONFIRMED with COVID-19.

If the staff member is NOT diagnosed
with COVID-19.

Staff Member Must:

- Stay home, self-isolate
- Seek medical attention
- Remain out of work until:
 - at least 10 days have passed since symptoms first appeared,
 - AND remain symptom free for at least 3 days (72 hours) (defined as resolution of fever without the use of fever-reducing medications)
 - AND other symptoms have improved.
- We will require clearance from a healthcare provider to return to work.

School Must:

- Follow established communications plan to notify staff, students and families.
- Notify Allegheny County Health Department
- Clean and disinfect the area(s) where the staff member was present.
- Identify corrective actions, if any, that can be taken for the future.

The Staff Member Must:

- Stay home, self-isolate until symptoms have improved.

School Must:

- Follow established communications plan to notify staff, students and families.
- Clean and disinfect the area(s) where the staff member was present.
- Identify corrective actions, if any, that can be taken for the future.

WHAT WILL HAPPEN IF A STAFF MEMBER HAD CONTACT WITH A CONFIRMED COVID-19 CASE?

No Close Contact and the staff member is asymptomatic

No further action is needed.

Close Contact/Exposure

- Immediate Supervisor, and Pandemic Team are notified.
- Staff member is required to seek medical attention.

If the staff member is tests negative, they will be required to submit documentation and return to work, unless otherwise advised from the Allegheny County Health Department.

- School Must:**
- Follow established communications plan to notify staff, students and families.
 - Notify Allegheny County Health Department
 - Clean and disinfect the area(s) where the staff member was present.
 - Identify corrective actions, if any, that can be taken for the future.

Staff Member Must:

- Stay home, self-isolate
- Seek medical attention
- Remain out of work until:
 - at least 10 days have passed since symptoms first appeared,
 - AND remain symptom free for at least 3 days (72 hours) (defined as resolution of fever without the use of fever-reducing medications)
 - And other symptoms have improved.
- We will require clearance from a healthcare provider to return to work.

If the staff member develops symptoms, he/she should seek medical attention and isolate for an additional 10 days.