

QCSD School Reopening 2020-2021 Task Force Recommendations

June 25th, 2020





Purpose

We will provide live and virtual instruction for all QCSD students while meeting their social and emotional needs.

- ★ Ensuring student and staff physical health and wellness is central to the development of schedules, utilization of space and resources, and design of classroom learning experiences.



Phase 1: Summer Staff Safety Protocol Updates

Green is good but does not mean “go!”

[Summer Work Schedule - Time Tracking as of June 29, 2020 and Safety Protocols for Summer Work](#)

COVID-19 REOPENING PHASES		
	WORK & CONGREGATE SETTINGS	SOCIAL SETTINGS
GREEN PHASE	<ul style="list-style-type: none">• ALL BUSINESSES OPERATING IN THE YELLOW PHASE UNDER THE 50% LIMITATION MAY INCREASE TO 75% OCCUPANCY• ALL BUSINESSES NOT PERMITTED TO OPERATE PHYSICAL LOCATIONS IN THE YELLOW PHASE MAY MOVE TO 50% OCCUPANCY, SUBJECT TO SOCIAL DISTANCING GUIDELINES• ALL BUSINESSES MUST FOLLOW CDC AND PA DEPARTMENT OF HEALTH GUIDELINES• TELEWORK WHERE FEASIBLE• CONSIDER ACCOMMODATIONS FOR VULNERABLE PERSONNEL• CONSTRUCTION BACK TO FULL CAPACITY WITH SAFETY MEASURES IN PLACE	<ul style="list-style-type: none">• NOT A RETURN TO THE WAY THINGS WERE, BUT CHANGING BEHAVIOR FOR A NEW NORMAL• PERSONAL RESPONSIBILITY: USE GOOD JUDGMENT, WEAR MASKS AROUND OTHERS, CONTINUE SOCIAL DISTANCING + USE GOOD HEALTH HABITS• LARGE RECREATIONAL GATHERINGS REMAIN RESTRICTED• VISITS TO PRISONS + HOSPITALS MAY RESUME• NURSING HOME VISITATION RESTRICTIONS REMAIN FOR NOW• INDIVIDUALS MUST FOLLOW CDC AND PA DEPARTMENT OF HEALTH GUIDELINES

Phase 2: Reopening School Safely: QCSD Health and Safety Plan



Safety in a Live School Environment Task Force Work Group

Six Sub Committees:

1. Human Resources
2. PPE / Sanitizing
3. Transportation
4. Food Services
5. Social Distancing, Safety, and General Facilities
6. Extra-curricular

Six weeks of collaboration amongst the various stakeholders within the group

Studying State, County, and Federal Guidance (Contradictions)



Underlying Safety Principles

**SOCIAL DISTANCE is required for HEALTH and SAFETY OF STUDENTS AND STAFF
KEEP ILLNESS out of SCHOOL to avoid becoming a vector for community transmission**

- Pre-screening questionnaire will be done daily by all persons before entering school each and every day - if ill, STAY HOME
- Symptom screening will begin at home each morning prior to coming to school for students and staff.
- 6' distance is recommended for grades K -12, but may not be practical for elementary students
- In grades K-5, as students register and capacity allows, social distance may be reduced but at no less than 3 feet
- In grades 6-12, a 6' distance creates capacity challenges without scheduling alternatives

★ *All of the above will be assuming that the students have not been in contact with any family members or friends diagnosed or symptomatic of COVID 19*



General Safety Recommendations

For all students:

- If your child does not feel well in the morning, **DO NOT** send them to school
 - Do **not** administer tylenol or ibuprofen in the morning to hide symptoms
 - **Do** use cold and allergy medicine if no fever is present
 - If your child wakes with a low grade fever - keep them home, hydrate and monitor temperature - **DO NOT** send them to school
 - If in doubt - **keep your child home**
- When to wear masks
 - Must wear in hallways, on the bus, and anytime the teacher directs it due to social distancing
 - Fire drills/ALICE drills (awaiting PDE Guidance on requirements)
- Hygiene recommendations:
 - All individuals in school will sanitize or wash their hands on a frequent basis
 - Clean, washed clothing must be worn everyday to school

The same criteria apply to all staff members



Masks/Face Coverings

Students and staff must carry masks with them at all times.

We recommend that students and staff come to buildings with their own approved face coverings/masks; however, an additional supply of masks will be available with all School Nurses for those in need. We will ensure that all staff are provided with the necessary PPE to work with students in close proximity, including but not limited to masks, gloves, and hand sanitizer.

Clear guidance and training will be provided on appropriate use, fitting and cleansing of PPE to students and staff, and how to avoid overuse of PPE

[Cloth face coverings](#) are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Cloth face coverings are not surgical masks, respirators, or other medical personal protective equipment. *My mask protects you and your mask protects me.*



Exclusion From and Return to School Guidelines

Scenario	Exclude From School	Return to School After...
#1 – No Symptoms	No	Not applicable
#2 – COVID-19 Symptoms	Yes	Individual should be tested for COVID-19. <ul style="list-style-type: none">➤ If test result is <u>negative</u>, return to school 3 days after symptoms are no longer present.➤ If test result is <u>positive</u>, follow return to school guidance for scenario #3.
#3 – Positive COVID-19 PCR Test <u>with</u> Symptoms	Yes	<ul style="list-style-type: none">✓ 3 days with no fever and✓ improvement in symptoms and✓ 10 days since symptoms first appeared
#4 – Positive COVID-19 PCR Test <u>without</u> Symptoms	Yes	10 days after the PCR test was collected <ul style="list-style-type: none">➤ If symptoms develop during 10 days, follow return to school guidance for scenario #3.
#5 – Close Contact <u>with</u> Symptoms	Yes	Individual should be tested for COVID-19. <ul style="list-style-type: none">➤ If test result is <u>negative</u>, return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved.➤ If test result is <u>positive</u>, follow return to school guidance for scenario #3.
#6 – Close Contact of COVID-19 <u>without</u> Symptoms	Yes	14 days after the date of last exposure to the person with COVID-19 <ul style="list-style-type: none">➤ If symptoms develop during 14 days, follow return to school guidance for scenario #5.



Teachings & Expectations

Teaching and Trainings

- Nurses will teach staff and students on hand washing and use of sanitizer with [video](#), live teaching and posters
- Handwashing procedures and hygiene lessons will be developed by our QCSD School Nurse Team, implemented and posted.
- We will establish a process for immediate handwashing and / or the use of hand sanitizers prior to school building entry and / or within the classroom setting. Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.

Respiratory etiquette

- Covering mouth and nose when coughing/sneezing will be communicated and followed
- Importance of [cleaning masks](#) daily and how to do that will be provided

Visitors

- To the extent possible, we want to maintain a “closed” environment at each school
- Unless absolutely necessary, meetings with parents or non-district staff members will be held virtually, to limit individuals in the buildings.
- Visitors who need to access the building for an essential purpose will be allowed in the building only with principal permission and after completing a health screening process, and will be confined to the area necessary for the essential purpose



What Does Social Distancing Look Like?

We will use all of these strategies to create a socially distanced school environment

Classroom:

- Reducing class sizes
- Moving desks apart
- Orientating desks to face the same direction
- Seating students on only one side of tables
- Potential use of large alternate classroom spaces (gym, cafeteria, library, commons)

- ★ Every effort will be made to maintain social distancing guidelines for all participants; therefore, large group gatherings and congregations will not occur

[Building Capacity Examples](#)

[CDC Social Distancing Recommendation](#)



Additional Social Distancing Options

Cafeteria/Gym/Library/Outside (Weather Permitting)

- Utilizing spaces at partial capacity

Hallways

- Limited usage, when possible (teacher rotations, instead of students)
- Defined traffic flow patterns
- Potential staggered periods

Bathrooms

- Staff monitoring to limit student occupancy



Educational Impacts

In the live environment, we are prioritizing safety by:

- Changing the physical orientation of classrooms
- Limiting the sharing of learning activities/materials
- Using support staff members to reduce group size and monitor safety protocols
- Providing explicit safety instruction
- Using staggered schedules when needed to maintain social distancing requirements
- Limiting visitors to the buildings
- Limiting student movement throughout the building
- Technological resource consideration
- Creating static student groupings



Transportation Services

The District currently operates a three tier system with approximately **1600** students transported per tier.

Capacity Examples.

- At 6 ft separation, 12 students would be transported per 72 passenger bus or **405** per tier
- At 3 ft separation, 24 students would be transported per 72 passenger bus or **816** per tier
- Using Bucks County Health Department, two students per seat, 48 students would be transported per 72 passenger bus or **1626** per tier.

If the Board adopts anything other than the Bucks County Health Department recommendations, we will not have the capacity to provide transportation unless approximately 50% of parents opt out.

Face coverings will be required to enter the bus and students will be assigned seats. Face coverings must be worn at all times on the bus. There will be strict enforcement of wearing face coverings and remaining seated in the assigned seat.



Food Services

The task force recommendation is to limit the use of any common area where students congregate. Cafeterias may also need to be repurposed to classroom spaces. This will require utilizing multiple non-traditional strategies to serve food.

- At the elementary level, the students will eat in their classrooms. Meals will be ordered in the morning and then delivered to classrooms at lunch time.
- At the secondary level, a combination of strategies will be utilized to reduce students congregating:
 - Grab and Go stations to take meals back to classrooms
 - Added lunch periods or extended lunch period times
 - More satellite locations

Due to the need for grab and go as well as delivery of meals, only cold meals will be served in order to comply with Health Department regulations.



Cleaning /Sanitizing/Air Circulation

- When applicable [CDC guidelines for cleaning/sanitizing](#) will be followed.
- Utilize Facility staff in addition to Custodial staff to continuously disinfect high touch points (door handles, handrails, light switches etc.) during the school day.
 - Adding more custodial staff with our custodial contractor to meet sanitizing needs.
- Sanitize on a nightly basis with Electrostatic Sprayers; in addition to high touch points, desks will be cleaned and sanitized nightly.
- All HVAC systems will be calibrated to allow fresh air to enter all buildings.
- Maintain quarterly filter changes which will maximize air flow.
- Buildings without Air Conditioning, staff will open windows to increase air flow.

Additional Costs Associated with QCSD Health and Safety Plan



	County Guidance (3 ft.) / 2 per seat busing	CDC/PDE Guidance (6 ft.)	QCSD Recommendation (6 ft.) with alternates (3 ft. elem)
Cleaning Supplies	Standard	Standard	Standard
Hand Sanitizer	\$54,620.50	\$54,620.50	\$54,620.50
Masks/Face Shields	\$8,189.50	\$8,189.50	\$8,189.50
Water Bottles	\$3,476.00	\$3,476.00	\$3,476.00
Custodial Contract	\$180,000	\$180,000	\$180,000
Desk Cubicle (elementary)	\$20,000	Not Needed	\$20,000
Transportation Related Costs	\$75,000	No Transportation	Transportation Unlikely
Transportation subsidy Loss	Unknown	NA No Transportation	NA No Transportation
Food Services Costs	\$50,000	\$50,000	\$50,000
Safety Signage	\$20,700.00	\$20,700.00	\$20,700.00
Other Building Supplies/Equipment/etc.	\$30,000.00	\$30,000.00	\$30,000.00
Staffing Costs	Minimal to None	Significant if not Staggered	Significant if not Staggered
Total Costs	\$ 441,986.00	\$ 346,986.00	\$ 366,986.00

Notes:

Costs may vary depending on the number of students selecting live vs. virtual

Costs assume approximately 25% of students select virtual

Food Services costs don't represent losses to fund due to lower meal counts

Assumes no staggered schedule at elementary with 3 ft and staggered at secondary (staff costs would be significant otherwise)

Assumes transportation doesn't run if social distancing is in place (unaffordable)

No Transportation would save between \$1.5 and \$2.0 million (however this may result in operational issues in the following year)

Costs don't represent savings if no transportation is offered

Costs don't reflect things that are unaffordable (such as adding staff or buses)

Training costs will be minimal due to our ability utilize SafeSchools Software. Staff will be required to take it before school starts

Indicates alternate plan would be to follow County Guidance for busing and elementary social distancing of 3 ft. (costs then follow first column)



How will the QCSD Health and Safety Plan affect Live Instruction and Student Experience?



Live Instruction

- **Shortened in-person instructional day**
 - Opportunities for students in virtual instruction to be provided feedback and support, additional time for cleaning
- **Daily virtual instruction expectations**
 - Focus on what students can learn or practice independently via Seesaw and Canvas
- **Potential later start times for secondary**
 - Dependent on bussing scenarios and family commitments
- **First 2 weeks of school focused on safety orientation, re-acclimation, community and relationship building and wellness activities**
 - Embed social emotional and wellness activities throughout the year and classes. Provide multiple pathways for students, staff, and families to access and connect with mental health supports.
- **Prioritization of in-person live instruction based on student needs**



K-5 Model (In School Daily)

Elementary

- Live instruction daily
- In-person instructional day shortened
 - 5 hours
 - 2 hours for AM/PM kindergarten
- Virtual/Blended instruction (via Seesaw) at home each day.
 - 1 hour for FDK and Grades 1-5
 - 0.5 hour for AM/PM kindergarten
- In school daily schedules TBD
- Students separated by 3 feet
- Cold lunch provided in classroom
- Recess daily with limited access to equipment

Decision Point Impacts

- Start/end times dependent on transportation decisions
- % of students registered for in school instruction.



9:45 am -10:15 am	Morning Meeting - SEL and Mental Health & Wellness
10:15 am - 10:55 am	Learning block #1
10:55 am - 11:35 am	Learning block #2
11:35 am - 12:15 pm	Learning block #3
12:15 pm - 12:50 pm	Lunch (extra time for food delivery)
12:50 pm - 1:20 pm	Recess
1:20 pm - 2:00 pm	Learning block #4
2:00 pm - 2:40 pm	Learning block #5
2:40 pm - 2:45 pm	Pack-up (review virtual expectations)
60 minutes	Asynchronous virtual instruction at home via Seesaw (AM or PM)

Sample Elementary Schedule- DRAFT



6-12 Model (A/B alternating Day)

Secondary

- A/B alternating day schedule
- In-person instructional day shortened
 - 5.5 hours
- Virtual/ Blended instruction via Canvas at home each day
 - 1-1.5 hours total
- In school daily schedules TBD
- Students separated by 6 feet where possible
- Cold lunch provided for grab and go or in classroom
- Identify priority classes to be provided in person daily

Decision Point Impacts

- Start /end times dependent on transportation
- % of students registered for in school instruction.



7:45 am-8:30 am	Period 1
8:35 am-9:20 am	Period 2
9:25 am-10:10 am	Period 3
10:15 am-11:00 am	Period 4
11:05 am-11:50 am	Period 5
11:55 pm-12:25 pm	Lunch
12:30 pm-1:15 pm	Period 6
1:20-2:05 pm	Period 7
2:05 pm	Dismissal
60 - 90 minutes	Asynchronous virtual Instruction delivered at home via Canvas



Secondary Sample Schedule

Virtual Day (B)

- All work will be asynchronous delivered via Canvas
- Teachers will be available for feedback and support at specified times during the day when they are not delivering live instruction
- Accountability for learning (attendance, grades and feedback)



Virtual Instruction (Parent Choice)

- Students will be assigned to a classroom teacher as if they were in the live environment.
- Students will be provided the same curriculum and learning resources in Seesaw/Canvas.
- Teachers will provide learning pathways and experiences for students to work through independently in their own way, at their own pace, and in their own time.
- The use of digital resources will enable students to engage in the classroom community and opportunities to synchronously participate in some classroom experiences will be available.
- Teachers will be available for feedback, office hours, and small groups at consistent times during the day and/or week.
- Providing students access to QCSD teachers, curriculum, and resources provides flexibility and fluidity for students who are sick, must be quarantined, or in cases of classroom, school, or district shutdown.



Virtual Instruction (Parent Choice)

- Students' work is graded and students will be provided feedback as if in the face to face environment.
- Attendance policies will be clear and there will be daily log in expectation with task completion.
- A recommended daily schedule with potential live/synchronous opportunities will be provided; however, each student /family will determine their own schedule for their day.
- Social emotional and wellness activities will be embedded throughout the year. We will provide multiple pathways for students to access and connect with mental health supports.

While there are many challenges, there are also some positive “silver linings”...



- Flexibility for students to access learning in the way that works best for them and their family
- Possibility of later start times for secondary students depending on demand for live instruction and transportation
- Continued focus on mental wellness and social and emotional learning
- Renewed focus on equity
- Opportunities for collaboration and professional development for staff
- Fluidity of the model allows students to continue their learning when home sick or quarantined, and in the event there is an additional period of shutdown at some point during the year



NEXT LEVEL OF WORK

- Board approval of Athletics Health and Safety Plan
- Board approval of Health and Safety Plan
- Principal and staff detailed planning for each building
- Parent survey to choose live or virtual environment and transportation
- Instructional schedule determined by building principals based upon parent survey results
- Develop training videos and information sheets for parents, staff members, and students