

SAU#9



COVID-19

2021-2022
School Year

Safe Return to In-Person Instruction and Continuity of Services Plan

Approved by the SAU#9 School Board 08.12.2021

Table of Contents

Executive Summary	Pg. 3
Acknowledgements	Pg. 4
The Guiding Principles	Pg. 5
DECISION METRIX	
Indicators for Decision Making	Pg. 6
Operating Conditions Colors Explained	Pg. 6
THE SCHOOL ENVIRONMENT	
Detailed Operating Conditions	Pg. 7-9
RESPONSIBILITIES	Pg. 10
HEALTH CHECK	Pg. 11
FAQ's	Pg. 12 –13
COMMUNICATION	Pg. 14



Photo by KHS student Samuel McKinley

Executive Summary

Dear SAU#9 Community Members,

We are writing to update you on the Safe Return to In-Person Instruction and Continuity of Services Plan. The health and safety of our students, staff, and community continues to be our top priority. There are still many unknowns related to the pandemic and this plan is designed to respond efficiently and effectively.

Over the course of the 2020-2021 school year the Re-Entry team transitioned to become the Pandemic Response Team. The Pandemic Response Team was composed of area superintendents and heads of school, school nurses, administration, and local medical providers. Special thanks to Dr. Rich Laracy, Dr. Wenda Saunders, Julie Hill, R.N., and Dr. Charlotte Helvie for their availability and assistance at all hours of the day and night, including weekends and holidays. Each Tuesday morning, the Pandemic Response Team met to review current conditions, update protocols and procedures, and analyze the impact of COVID on each individual school.

Throughout this past year, incremental adjustments were made to the plan that were reflective of the conditions at that time. The plan was dynamic and responsive to the recommendations of the CDC (Center for Disease Control) and NHDPHS (Department of Public Health Services). The plan allowed schools within SAU #9 to provide in-person instruction throughout the year, with only a few short exceptions. We were able to withstand over 132 confirmed positive cases in our schools, while partnering with health care providers to support vaccine clinics for staff and students. Our community, staff and students should be commended for their diligence in following the recommendations and guidelines.

We acknowledge that the community would like to know exactly what to expect for the return to school in the Fall. You will find that the updated plan will continue to be dynamically responsive to the current conditions. The plan will indicate a color in which schools will be operating. Red will implement the most restrictive with protocols and procedures, yellow will maintain appropriate guidelines, and green will be least restrictive. We anticipate and will be preparing to move from one color to the next fluidly dependent upon the trending conditions presented.

We hope to build upon what we have learned over this past year and improve our practice moving forward.

Sincerely,



Kevin Richard,
Superintendent of Schools, SAU#9

Acknowledgements

A special thank you goes out to the members of the Pandemic Response Committee who devoted countless hours throughout the 2020-2021 school year to help maintain our safe educational environments amidst the ongoing pandemic.

PANDEMIC RESPONSE COMMITTEE

Kevin Richard, *Superintendent of Schools, SAU#9*
Kadie Wilson, *Assistant Superintendent, SAU#9*
Pam Stimpson, *Director of Special Services, SAU#9*
Jim Hill, *Director of Administrative Services, SAU#9*
Joe Lentini, *Conway School Board Chair*
Nancy Kelemen, *SAU#9 Board Chair*
Kevin Carpenter, *Principal, Kennett High School*
Rick Biche, *Principal, Kennett Middle School*
Jason Robert, *Principal, Conway Elementary School*
Joe Yahna, *Principal, Josiah Bartlett Elementary School*

Gayle Dembowski, *Principal, Jackson Grammar School*
Dr. Wenda Saunders, *Pediatrician, Memorial Hospital*
Dr. Charlotte Helvie, *Pediatrician, Memorial Hospital*
Dr. Rich Laracy, *Pediatrician, Saco River Medical Group*
Julie Hill, R.N., *Director Of Operations, White Mtn. Community Health Center*
Pamela Clay-Storm, *School Nurse, Kennett High School*
Helen Crowell, *School Nurse, Bartlett/Jackson*
Matt Leavitt, *Director Emergency Manager*
Linda Burns, *Deputy Director Emergency Manager*

TRANSPORTATION SUBCOMMITTEE

Jason Robert, *Principal, Conway Elementary School*
Gredel Shaw, *Transportation Coordinator, SAU#9*
Susan Davison, *School Nurse, Conway Elem. School*
Virginia Schrader, *Director, MWV Career & Tech. Ctr.*

Jessica Whitelaw, *Conway School Board Member /Parent*
Cathy Baker, *Administrative Assistant, Conway Elementary School*

FACILITIES SUBCOMMITTEE

Joe Yahna, *Principal, Josiah Bartlett Elementary School*
Jim Hill, *Director of Administrative Services, SAU#9*
Jeanne Twehous, *School Nurse, Kennett High School*
Helen Crowell, *School Nurse, Bartlett/Jackson*
Dale Anderson, *Technology Dir., Conway School District*

Amanda McDonald, *Family Support Liaison, Conway Elementary School*
Megan Jacques, *Early Childhood Education Teacher, Josiah Bartlett Elementary School*

PERSONNEL SUBCOMMITTEE

Danielle Nutting, *Principal, John Fuller Elem. School*
Pam Stimpson, *Director of Special Services, SAU#9*
Pamela Clay-Storm, *School Nurse, Kennett High School*
April Fitzsimmons, *School Nurse, John Fuller Elem. School*
Chris Bailey, *Teacher / CEA Co-President*
Sheila Sanfilippo, *Gr. 3 Teacher, Pine Tree Elem. School*
Marge Morrison, *Clerical Aide, Pine Tree Elem. School*

Jennifer Murphy, *Dir. of School Counseling, Kennett High School*
Salvatore Guzzardi, *Music Teacher, Josiah Bartlett Elem. School*
Jennifer Chalmers, *Science Teacher, Kennett Middle School*

CO-CURRICULAR SUBCOMMITTEE

Rick Biche, *Principal, Kennett Middle School*
Gayle Dembowski, *Principal, Jackson Grammar School*
Paula Jeffrey, *School Nurse, Kennett Middle School*
Neal Weaver, *Athletic Director, Kennett High School*

Jessica DellaValla, *Director of Project SUCCEED*
Kathleen Murdough, *Social Studies Teacher, Kennett High School*

SCHEDULING SUBCOMMITTEE

Dr. Aimee Frechette, *Principal, Pine Tree Elem. School*
Kadie Wilson, *Assistant Superintendent, SAU#9*
Anne Trumbull, *School Nurse, Pine Tree Elem. School*
Kevin Carpenter, *Principal, Kennett High School*

Matt Liebenow, *Teacher / CEA Co-President*
Susie Tofani, *Out of District Coord./ Court Liaison, SAU#9*
Suzanne Hill, *Special Ed. Teacher, Pine Tree Elem. School*

The Guiding Principles

Realizing the full potential of each and every student

- Safety of students, staff and our community are the primary concern
- COVID-19 is a dynamic and evolving situation
- Plans will be adaptable and focused on reducing risk
- Decision making process: attainable, beneficial, feasible

	Domain		
	Planning	Prevention	Response
Considerations/ Strategies	<ul style="list-style-type: none">• Expert recommendations• Supplies/Resource needs• Environmental/Facility• Training needs• Communication plans• Scheduling• Student and staff needs	<ul style="list-style-type: none">• Screening interventions• Implementing prevention measures• Vaccination	<ul style="list-style-type: none">• Report of illness in student/staff• Report of exposure to virus• Crisis plans• Community resources

NOTE: Individuals who have recovered from proven COVID-19 within 3 months are managed the same as fully vaccinated individuals unless stated otherwise

RESOURCE DOCUMENTS USED FOR PLAN

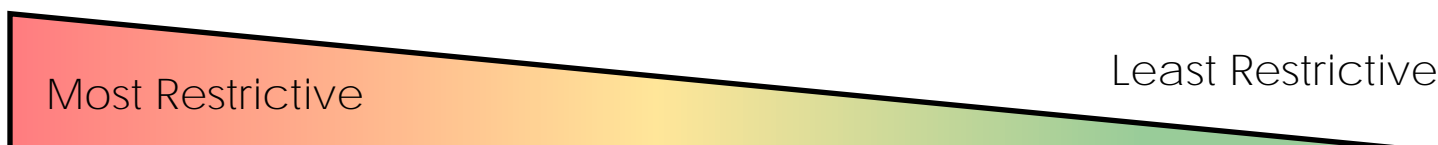
- ♦ [New Hampshire Department of Health and Human Services](#)
- ♦ [NH DOE Coronavirus Resources for Schools](#)
- ♦ [CDC Operational Strategies for K-12 Schools](#)
- ♦ [American Academy of Pediatrics](#)
- ♦ US DOE Back to School Roadmap

Dynamic School Decision Making Indicators

The SAU#9 School Board has authorized the Superintendent of Schools to make decisions regarding the operating conditions of the school environment as it relates to the COVID-19 pandemic. After monitoring and evaluating the indicators below a decision will be made as to which operating conditions (RED, YELLOW or GREEN) the school will be under. Operating conditions will vary within each color based on how the indicators are trending (towards more restrictive or towards least restrictive).

INDICATORS	
Community Spread	Number of new cases per 100,000 in the last 14 days
	Percentage of RT-PCR tests that are positive during the last 14 days
School Based Health Conditions	Student absenteeism
	Staff absenteeism
Ability of the School to Implement Key Mitigation Strategies	Consistent and correct use of masks when applicable
	Social distancing to the largest extent possible
	Hand hygiene and respiratory etiquette
	Cleaning and disinfection (including supply availability)
	Contract tracing
Vaccination Rate	Vaccination rate among students, staff and community

OPERATING CONDITIONS		
RED	YELLOW	GREEN
WHEN: Multiple indicators trend at elevated levels moving school operations to strict protocols and procedures.	WHEN: Some indicators trend at elevated levels moving school operations to follow modified protocols and procedures.	WHEN: Minimal indicators of concern. Limited or no restrictions on school operations.



The School Environment

The operating conditions for the schools are generalized below based on the current local, state and federal regulations and COVID-19 exposure rates. We may transition among RED, YELLOW and GREEN multiple times through out the school year as the conditions evolve.

	OPERATING CONDITIONS		
TOPIC	RED	YELLOW	GREEN
Drop Off/ Pick Up	<p>Staggered drop-off and pick-up schedule</p> <p>No parents in the buildings</p>	<p>Limited access to the building</p> <p>Parents allowed in with masks (limited capacity)</p>	<p>Normal drop off/pick-up schedule</p> <p>Parents allowed in the buildings</p>
Transportation	<p>MASKS: Masking required at all times per CDC order for public transportation</p> <p>ROUTES: Bus assignments Limited number of riders</p> <p>STUDENTS: Daily screening prior to arriving at the bus stop Hand sanitizing No "guests" allowed on buses</p> <p>SEATING ARRANGEMENTS: Assigned seats/ seating charts Distancing riders (Across 5ft, Diagonal 40") (26/bus) 1 per seat/siblings together</p> <p>DRIVER SAFETY: Daily screening Hand washing/sanitizing often Maximize ventilation</p> <p>CLEANING: Extensive cleaning in addition to normal cleaning practices</p>	<p>MASKS: Masking required at all times per CDC order for public transportation</p> <p>ROUTES: Limited number of riders Limited trips</p> <p>STUDENTS: Hand sanitizer available No "guests" allowed on buses</p> <p>SEATING ARRANGEMENTS: Assigned seats/ seating charts Expanded capacity (50 students or 2 per seat. Siblings together)</p> <p>DRIVER SAFETY: Maximize ventilation Follow NHDOT operating/ safety procedures</p> <p>CLEANING: Extensive cleaning of high touch surfaces in addition to normal cleaning practices</p>	<p>MASKS: Masking required at all times per CDC order for public transportation</p> <p>ROUTES: Normal bus routes Field trips/ Sports allowed Approved bus passes may be allowed</p> <p>STUDENTS: Hand sanitizer available No "guests" allowed on buses</p> <p>SEATING ARRANGEMENTS: No seating charts Max. capacity</p> <p>DRIVER SAFETY: Maximize ventilation Follow NHDOT operating/ safety procedures</p> <p>CLEANING: Cleaning of high touch surfaces in addition to normal cleaning practices</p>

The School Environment

	OPERATING CONDITIONS		
TOPIC	RED	YELLOW	GREEN
Health Screenings	Daily health screenings required for staff and students	Daily health screenings required for staff and students	Daily health screenings required for staff and students
Masks NOTE: See transportation for masking requirements on buses per CDC order	Masks required at all times	Masking decision based on current indicators and state and federal guidance	Masks optional
Facilities Usage / Visitor Access	<p>Access to buildings highly restricted, prior notification and/or appointment will be required for all visitors</p> <p>Removal of excess furniture to create maximum space</p> <p>Outside space and proper ventilation utilized whenever possible</p>	<p>Access to and capacity in buildings limited</p> <p>Prior notification requested for visitors</p> <p>Group configurations allowed</p> <p>Outside space and proper ventilation utilized whenever possible</p>	<p>Access to buildings & capacity follows normal operating procedures</p> <p>Flexible room configurations allowed</p> <p>Outside space and proper ventilation utilized whenever possible</p>
Sanitization Practices	<p>Sanitization requirements and handwashing will be enforced.</p> <p>Enhanced daily sanitization practices for the facility and buses implemented</p>	<p>Sanitization practices encouraged often</p> <p>Daily sanitization practices for the facility and buses implemented</p>	<p>Sanitization practices encouraged often</p> <p>Daily sanitization practices for the facility and buses implemented</p>
Meals NOTE: All meals are FREE for the 2021-22 SY. Please continue to complete a free and reduced lunch application.	Meals eaten in cohorts in classrooms or outside	Staggered meal times and locations to allow for distancing	No restrictions on meal service
Co-Curricular	<p>Athletic offerings will be based on the guidance of NHIAA recommendations Limited offerings</p> <p>No or limited live audience for performances/games indoors. Audience for outdoor events will be limited</p>	<p>Athletic offerings will be based on the guidance of NHIAA recommendations</p> <p>Increased offerings</p> <p>Increased audience for performances/games indoors</p>	<p>Full co-curricular offerings</p> <p>Audience/Spectators allowed at indoor and outdoor events</p>

The School Environment

	OPERATING CONDITIONS		
TOPIC	RED	YELLOW	GREEN
Instruction	<p>Students remain in cohorts. All spaces will be utilized to keep cohorts of students small</p> <p>Use of outdoor learning spaces will be maximized</p> <p>Students will be grouped flexibly in terms of age and needs</p> <p>UAs delivered in the classroom at elementary level</p> <p>Remote instruction determined for exposed cohorts as needed</p> <p>Support from tutors as required</p> <p>With medical documentation, a student who is medically compromised MAY access education remotely</p>	<p>Relaxed cohorts</p> <p>Use of outdoor learning spaces will be maximized</p> <p>Limited local field trips</p> <p>Students transition to UA environment</p> <p>Remote instruction determined for exposed cohorts as needed</p> <p>Support from tutors as required</p> <p>With medical documentation, a student who is medically compromised MAY access education remotely</p>	<p>Class sizes dictated by Conway School Board policy</p> <p>Use of outdoor learning spaces will be maximized</p> <p>Field trips allowed</p> <p>UAs offered without restrictions</p> <p>Remote instruction determined for exposed cohorts as needed</p> <p>Support from tutors as required</p> <p>With medical documentation, a student who is medically compromised MAY access education remotely</p>
Personnel	<p>Staff will be assigned to a small number of cohorts to maximize instructional opportunities while mitigating risk of exposure</p> <p>Clinicians will provide instruction remotely</p> <p>Additional staff will be implemented to keep cohorts small</p>	<p>Structured schedule for delivery of services by clinicians</p> <p>Limited volunteers allowed in the buildings/ classrooms</p>	<p>Class sizes guided by Conway School Board Policy</p> <p>No restrictions on clinicians</p> <p>No restrictions on volunteers</p>
Quarantine / Isolation	<p>If exposed to illness or presenting symptoms, students and staff may be required to quarantine *dependent on multiple factors see page 11 for details</p>	<p>If exposed to illness or presenting symptoms, students and staff may be required to quarantine *dependent on multiple factors see page 11 for details</p>	<p>If exposed to illness or presenting symptoms, students and staff may be required to quarantine *dependent on multiple factors see page 11 for details</p>

Responsibilities

Parent Responsibilities

- Be aware of the current operating conditions (color) and corresponding guidance
- Prepare for potential transitions between face to face and remote instruction
- Practice hygiene and sanitization in preparation for attending school
- Prepare and properly instruct your child on how to effectively wear a mask and practice mask sanitation
- Monitor and screen health concerns including temperature and/or screening checks
- Keep your child at home and communicate with the school and your medical provider if COVID-19 symptoms are present or if the student has been exposed to someone with COVID-19 including shared household members
- Always keep your child at home when they are sick (see page 11 for details)
- Reinforce physical distancing as appropriate

Student & Staff Responsibilities

- Be aware of the current operating conditions (color) and corresponding guidance
- Prepare for potential transitions between face to face and remote instruction
- Practice hygiene and sanitation protocols
- Wear face masks as required
- Routine cleaning of high touch surfaces including, laptops and digital devices
- Adhere to physical distance guidelines when applicable
- Monitor health symptoms and maintain health screening practices
- Stay home when sick (see page 11 for details)

Health Check

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

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

Whether vaccinated or unvaccinated, all students and staff must follow these actions and protocols when experiencing COVID-19 symptoms.

ACTION

What to do:

- Stay home except to get medical care and notify the school
- Separate yourself from other people
- Monitor your symptoms
- Call ahead before visiting your doctor
- [Get tested](#)
- If you are sick, wear a mask over your nose and mouth
- Cover your coughs and sneezes
- Clean your hands often
- Avoid sharing personal household items
- **Clean all “high-touch” surfaces everyday**

PROTOCOL FOR RETURN TO SCHOOL

If you test POSITIVE for COVID-19:

- 10 days since symptoms first appeared
AND
- At least 24 hours with no fever without the use of fever-reducing medications
AND
- Other symptoms of COVID-19 are improving

If you test NEGATIVE for COVID-19:

- Provide negative test to school
AND
- At least 24 hours with no fever without the use of fever-reducing medications
AND
- Other symptoms are improving

If you are [fully vaccinated](#) and are [asymptomatic](#) following exposure to COVID-19:

- CDC recommends fully vaccinated individuals get tested at the 3-5 day mark following a known exposure to COVID-19, even if no symptoms are present
- Fully vaccinated individuals may refrain from quarantine following a known exposure (see below)

When to Quarantine:

Quarantine if you have been in close contact (within 3-6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been fully vaccinated. People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have symptoms. However, fully vaccinated people should get tested 3-5 days after their exposure, **even if they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.**

CDC Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where both students were engaged in consistent and correct use of well-fitting masks; AND other K–12 school prevention strategies (such as universal and correct mask use, physical distancing, increased ventilation) were in place in the K–12 school setting. SOURCE: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html> CDC 7/29/2021

Frequently Asked Questions

QUESTION	ANSWER
Who is responsible for daily health screening?	<p>Students and staff are responsible to complete a daily health screening. If any COVID-19 symptoms exist, individuals should stay home and families should consult with their physician.</p> <p>Regardless of vaccination status, all individuals experiencing COVID-19 symptoms should be tested.</p>
What are the transportation expectations for my student?	<p>When riding a school bus, all students are required to sit in an assigned seat and wear a mask.</p> <p>See Transportation Operating Conditions (page 7).</p>
When and where does my student need to wear a mask?	<p>Masking requirements will vary depending on the school operating condition (color) determined and the evaluation of indicators. NOTE: There may be times when certain schools/classrooms may have different masking requirements based on their individual condition as determined by the Superintendent of Schools following consultation with local medical providers, NHDPHS, AAP and review of the current CDC guidance.</p> <p>Accommodation requests should be directed to your school team.</p>
Will parents/guardians be able to come into the school?	Access to buildings will be determined based on the current school operating condition (color) coded status.
Will all students and staff be tested for COVID-19 prior to the return to school?	<p>Not at this time.</p> <p>The District is currently exploring voluntary testing so students and staff.</p>
Will parents/guardians be notified if someone in the school is confirmed to have COVID-19?	Parents/guardians and staff who are directly impacted by the exposure will be contacted. All others may access up-to-date COVID-19 case information on the dashboard located on the SAU9.org homepage.
Can parents/guardians choose to have their child “remotely” educated?	No. Remote instruction will only be approved for students with special considerations for the 2021-2022 school year. Please contact your building principal if you feel your student should be considered.

Frequently Asked Questions

QUESTION	ANSWER
If a child is homeschooled can they participate in school activities?	Yes. If activities/sports are available, by law homeschool students are eligible to access those activities. All SAU9 COVID-19 protocols will be followed by all student participants.
What procedure will be followed if a student develops symptoms during the school day?	The student will be sent to the nurse's office for preliminary assessment. If symptomatic, the student will be moved to an isolated area to await immediate pick up. Students may return to school following 10 days with improving symptoms and no fever within 24 hours or upon receipt of a negative COVID19 test result.
Who will be considered a close contact?	A close contact is a person who has been within 3-6 feet for a cumulative total of 15 minutes or more over a 24-hour period with someone who has COVID-19, unless you have been fully vaccinated .
When will my student be required to quarantine?	Students wearing masks and who have been at least 3-6 feet away from a positive case will not be required to quarantine. Fully vaccinated students will not be required to quarantine unless they have COVID19 symptoms. Unvaccinated students <i>and</i> unmasked students will be required to quarantine for 10 days and be tested after being identified.
If my student is a close contact, when will my student need to be tested?	Fully vaccinated students should get tested 3-5 days after their exposure, even if they don't have symptoms. They should wear a mask indoors in public for 14 days following exposure or until they receive a negative test result. Unvaccinated students <i>and</i> unmasked students will be required to quarantine for 10 days and be tested after being identified.
If my student is removed from school due to a positive COVID19 test or placement in quarantine, how will they access their education?	All students will have access to academic instruction using their school issued device. Specific individual needs will be addressed by your school team.

Communication

School Contacts

SCHOOL ADMINISTRATIVE UNIT #9

176A Main Street | Conway, NH 03818

SAU #9 Website: www.sau9.org

Superintendent of Schools: Kevin Richard

Assist. Superintendent: Kadie Wilson

Director of Special of Services: Pam Stimpson

Main Office: 447-8368

Special Services: 447-8951

Transportation: 447-3626

Fax Number: 447-8497

BARTLETT SCHOOL DISTRICT

Josiah Bartlett Elementary School

Principal: Joe Yahna

Main Office: 374-2331

JACKSON SCHOOL DISTRICT

Jackson Grammar School

Principal: Gayle Dembowski

Main Office: 383-6861

CONWAY SCHOOL DISTRICT

Kennett High School

Principal: Kevin Carpenter 356-4343

Vice Principal: Katy Meserve 356-4340

Main Office: 356-4343

Career & Tech Center: 356-4370

Director: Virginia Schrader

School Counseling: 356-4325

Athletic Department: 356-4335

Special Education: 356-4315

A. Crosby Kennett Middle School

Principal: Rick Biché

Main Office: 447-6364

Conway Elementary School

Principal: Jason Robert

Main Office: 447-3369

John Fuller Elementary School

Principal: Danielle Nutting

Main Office: 356-5381

Pine Tree Elementary School

Principal: Dr. Aimee Frechette

Main Office: 447-2882

Project SUCCEED:

Director: Jessica DellaValla

Main Office: 662-6166

District information at your fingertips!

For the most up to date information regarding the re-entry plan and the decision making surrounding the 2021-2022 school year, please visit our website.

- ◆ COVID-19 Resources
- ◆ Superintendent messages
- ◆ Family & Community Info
- ◆ Staff Information
- ◆ Food Service
- ◆ Transportation

... and more!

www.sau9.org

