



# Raymond School District

## 2021-22 School Year Reopening Plan

Effective July 1, 2021

Updated August 18, 2021

welcome  
BACK

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# School Board and Administration

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Barbara Kelly, Assistant Director of Student Services

Jennifer Foley, District-Wide Student Services Coordinator

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Dr. Fiona Coomey, RHS Assistant Principal

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Brigitte Cunningham, IHGMS Assistant Principal

Laura Yacek, LRES Principal

Dorothy Franchini, LRES Assistant Principal

Patrick Arsenault, Youth Program Director

Jessica Caron, Director of Student Behavioral Health

Karen Stuart, Director of Human Resources

Brittany L'Heureux, Technology Director

Judith DiNatale, School Nutrition Services Director

Todd Ledoux, Safety and Facilities Director

# District Mission and Vision Statement

The mission of the Raymond School District is to ensure high levels of learning and critical thinking for all and to promote the skills, dispositions, and habits that allow students to become resilient, engaged citizens who value others and contribute positively to society.

Through innovation and collaboration with our community, we will encourage and challenge each student with a rigorous and relevant program.

**Uniting our school district and community  
to prepare students for future success; *ready for anything!***



# Introduction

The worldwide COVID-19 pandemic changed the way we live our lives, and has prompted schools around the world to develop new ways to educate students while protecting their health and safety, along with the health and safety of the general public. Now that the pandemic is improving, the District continues to be committed to providing every student with a high **quality education while putting in place multiple layers of protection** to safeguard the health of students, employees and the entire community of Raymond.

This document is intended to help all stakeholders, especially parents and guardians, understand the District's plan to reopen school full time on-site. The decisions made in the process of developing this plan are based on the local context of our community and facilities as well as updates from state and local agencies, including the New Hampshire Department of Health and Human Services.

Many Raymond School District stakeholders had the opportunity to provide input that strongly influenced the development of this plan. The District would like to sincerely thank the Raymond School Board, the members of 2020 Back to School Governance, Teaching & Learning, and Operations & Logistics Committees and the entire administrative team. The District would also like to thank other key stakeholders who provided feedback to inform updates to this plan as the COVID-19 situation changed over time, including staff, parents, and community members who provided input through discussion, public forums, and surveys.



# Guiding Principles

Several major underlying values guided the development of this plan:

- Schools play an important role in nurturing the development of children and youth; accordingly, students should be allowed to return to on-site education when possible
- Protecting the health and safety of everyone involved is our highest priority
- The District should take explicit steps to address the social and emotional needs of students and employees
- Students must be supported through new routines in ways that are positive, ongoing and developmentally appropriate
- The District must be agile, and prepared to shift quickly in response to the changing conditions of the pandemic
- The District must continually strive to improve the quality of instruction that is provided to all students.



## Support and Information

Throughout the school year, students, parents and staff will receive information, training and reinforcement of requirements and practices related to strategies to reduce the spread of any contagious disease including, but not limited to personal hygiene, social distancing, and the use of face coverings.

Parents and students who need additional support regarding the use of technology tools available or required for use in the District can receive assistance from the District's Technology Helpline (690-9005) or by contacting their child's school.



# School Schedule

All schools will operate on a **standard schedule, on-site**.

Physical distancing should be maximized when possible (except for when outside).

Consistent seating charts per class period, including lunch, and on school buses will be implemented.





# Student and Staff Well-Being

It is important to note that **each student and staff person's experience and reaction related to this pandemic is unique.** This continuum of experience highlights the need for a trauma informed approach, as chronic stress has the same impact of a singular trauma event (ie. a car crash).

In order to model a sense of calmness and self assurance to students, have identified metrics of social and emotional well-being for students and teachers to systematically integrate students and staff back into the building. Integration efforts include (1) **building relationships** (2) **modeling of expectations** (3) **implementing support systems.**



The Raymond School District provides professional development opportunities to focus on the wellbeing and morale of staff, as well as the resources to identify students at risk and connect them to appropriate support. The District also ensures awareness of all benefits and resources available to employees through Human Resources. Staff with unique concerns should communicate with Human Resources.

Staff and students have had the opportunity to provide feedback in the way of surveys. Employee focus groups have been initiated to understand the strengths, needs and challenges of those we employ. These groups contribute to action planning at the district level to promote the overall wellness of staff as well as the culture and climate of schools.

## Student and Staff Well-Being (continued)

Our ongoing partnership with Raymond Coalition for Youth (RCFY) and Seacoast Mental Health Center (SMHC) **support those with increased need**. We continue co-located services with the center. SMHC has additional bandwidth to serve new referrals should it be indicated. They also can work with students in advance of fully reopening should we or the family predict concerns with re-entry. They can help with social skills and shaping behavior as it relates to social distancing or mask wearing and have re-instituted home visits for some at risk families.

Each school has a Student Intervention Team (SIT) that meets regularly. SIT considers students who are having difficulty with academic, emotional and/or social/behavioral expectations. SIT uses data to identify needs and create interventions to support students to reach their potential. Progress monitoring is provided in order to “improve” outcomes for these at-risk students. The SIT is made up of building administrators, counselors, nurses, social workers, classroom teachers and others that can help support students who are struggling academically, behaviorally, emotionally or having other challenges that are interfering with their ability to learn.



## Student and Staff Well-Being (continued)

If you are a parent or guardian concerned about your child's behavioral health wellness, we welcome you to reach out to our Student Assistance Program (SAP) Counselors. They can help connect you to proper services.

SAP Counselors:

Brianah Straffin	b.straffin@sau33.com	895-3394 x4240
Gregory Pantazis	g.pantazis@sau33.com	895-4299 x2350

Behavioral health needs are on the rise world-wide as we continue to adjust the ever changing nature of this pandemic and its impact on our day to day lives. Staff are encouraged to seek support if needed.

- [Employee Assistance Program info for School Staff \(24/7 access\)](#)
- Seacoast Mental Health Center (telehealth/ in person options)  
Exeter: 603-772-2710  
Portsmouth: 603-431-6703
- Teacher Focus Groups  
This group meets monthly after school to hear about trends and themes across buildings as it relates to successes and challenges. This informs action planning at the district level to promote the overall wellness of staff as well as the culture and climate of schools. Staff who are interested in participating in the focus groups can register [here](#).
- If the above resources do not meet your identified need please reach out to Human Resources.

An additional resource for teachers as it relates to their and their students' well-being is [this toolkit](#) focusing on positive psychology.

# Communication and Coordination

The Raymond School District ensures clear communication regarding expectations of its staff, students and families as it relates to mitigation strategies being implemented. These include but are not limited to hand hygiene and proper mouth hygiene while coughing or sneezing.

Each school has a COVID-19 Coordinator who is responsible to monitor guidance, coordinate facility level responses, troubleshoot problems with administration, and serve as a liaison between the school/district and public health organizations at the local and State levels. **School nurses act as the COVID-19 Coordinators for all schools and the district.**

In the event of a COVID-19 case, COVID-19 exposure, or possible COVID-19 exposure the District informs all members of the school community to the greatest extent allowed under the law. The District works with the NH DHHS to engage in contact tracing so that anyone at risk will be properly informed, and will also assist the District in drafting communications.

**The District will use the existing messaging system to communicate with families and stakeholders about positive cases or exposures in the school.**

Parents, and the community, receive regular updates regarding the status of the implementation of this plan and the impact of COVID-19 on our schools.



# Student and Staff Screening

Daily health screenings will not be conducted. All those in the school environment will be periodically reminded of the symptoms of COVID-19 and the need to stay home and self isolate under circumstances designated by the New Hampshire Department of Health and Human Services. Note that fully vaccinated individuals may be exempt from quarantine after exposure but are not exempt from self-isolation or testing if showing signs of illness.

Symptoms include:

- 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

Any student or employee who has been in close contact with someone suspected or confirmed to have COVID-19 must self-quarantine (and work or learn remotely) as per the current recommendation from the New Hampshire Department of Health and Human Services

**In all circumstances, the District will follow the current recommendations of the New Hampshire Department of Health and Human Services.**



# Response to Illness

In the event that a person is suspected or confirmed to have COVID-19 while at school, Raymond School District will coordinate closely with NH DHHS, Division of Public Health Services (DPHS) and use guidance found in the State of NH Coronavirus Disease 2019 (COVID-19) [School & Childcare Toolkit](#) (including their *Student & Staff Screening Algorithm*) to fully investigate the exposure and communicate appropriately with those involved as well as the community at large. In the event a person does not meet the screening requirements or displays symptoms in the building, the following steps will be taken:

- Ensure the person is wearing a mask (over age 2) and removed from close contact with others. The person may be sent to an “isolation room”. The school nurse should be notified immediately. Nurse will record the person's temperature and perform a brief assessment of the person's complaints or symptoms. If medically indicated, the nurse will call 911.
- If it is suspected or confirmed that a child or staff has COVID-19 a report should be made immediately to Public Health by calling 603-271-4496 (after hours call 603-271-5300 and ask for the public health nurse on call). Building Leadership is informed immediately, who notifies the Superintendent of Schools.
- The school will work with NH Public Health to collect the necessary information (through the schools' point-of-contact). NH Public Health will conduct interviews as needed to make an informed decision about the risk and need for people to self-isolate.
- Symptomatic persons should be instructed to contact their health care provider to be tested for COVID-19 and self-quarantine at home.
- Asymptomatic persons reporting close contact with someone suspected or confirmed with COVID-19 may have to quarantine or self-isolate as per the current recommendations of the New Hampshire Department of Health and Human Services.
- Persons suspected or confirmed to have COVID-19 must stay out of the educational programming until symptom-based criteria are met for discontinuation of isolation.
- Fully vaccinated individuals will be exempt from some self-isolation requirements. The District will adhere to current guidelines provided by the New Hampshire Department of Health and Human Services.
- Anyone with COVID-19-related questions can call 211 anytime for information and assistance. Additionally, parents or guardians should contact the school immediately upon diagnosis of or exposure to COVID-19 in their household. District employees should contact the Human Resources Department immediately.

# Use of Face Coverings in School

**Masks will not be required**, but any member of the school community may wear a mask if desired. During instances of high community transmission (defined by the NH Department of Health and Human Services), masks will be recommended indoors.

Performance masks for students may be available upon request.

If an employee is required to use a face mask for any aspect of their job, they may use their own mask or the District will provide a mask for use if that is their preference.



# Personal Hygiene Routines

Hygiene practices are taught, modeled, and encouraged through instruction, posters and other communications, including those that help reinforce such practices at home and establish expectations for families and students returning to school.

Staff and students are required to practice the following practices frequently:

- **Wash hands often** with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Always wash hands with soap and water **if hands are visibly dirty**.
- For younger children, when soap and water are not readily available, alcohol based hand sanitizer should be used under the direct supervision of staff.
- Alcohol-based hand sanitizer will be available in all classrooms, office areas, waiting areas or staff break rooms. When not in use, hand sanitizer should be kept out of reach of younger students (on a high shelf, cabinet, or in a backpack worn by staff outside).
- **Supervise and help students** needing assistance to ensure they are washing/sanitizing hands correctly, and to prevent swallowing of alcohol-based hand sanitizer.
- Remind students to avoid touching eyes, nose, mouth and face coverings when possible.
- **Hand hygiene should be practiced** before and after meals or snacks, before and during meal preparation or service as necessary to prevent cross contamination, after outside time, before and after going to the bathroom, after handling any bodily fluid, before and after medication administration, after cleaning up and handling any garbage.
- **Cover coughs or sneezes** with a tissue, then throw the tissue in the trash and clean hands with soap and water or hand sanitizer (if soap and water are not readily available). Alternatively, cough or sneeze into elbows.

# Sanitizing Routines

Each building receives the same level of cleaning each night, **which adheres to current Center for Disease Control (CDC) guidelines.**

- Buildings are cleaned using our standard cleaning processes which consists of green cleaning techniques. We use our standard High Efficiency Particulate Air (HEPA) filtration vacuums, microfiber cloths and microfiber mops to perform the cleaning tasks.
- Trash and recycling receptacles are maintained daily as per our normal cleaning process.
- Sanitizing wipes are available for student and teacher use in each classroom.
- The District will follow the recommendations of the New Hampshire Department of Health and Human Services and the Centers for Disease Control in relation to the cleaning of the District facilities.

# Air Quality and Circulation

The air quality in the buildings are maintained using each building's current HVAC systems. The buildings' systems are turned on two hours before building occupancy and remain on for a minimum of three hours after building occupancy to allow for air to circulate. All units are inspected daily to ensure proper operation. Additionally, all classroom spaces are now outfitted with individual air purifiers with HEPA filtration and UVC lights. Where appropriate, we will utilize opening windows and fans to increase outside air circulation.



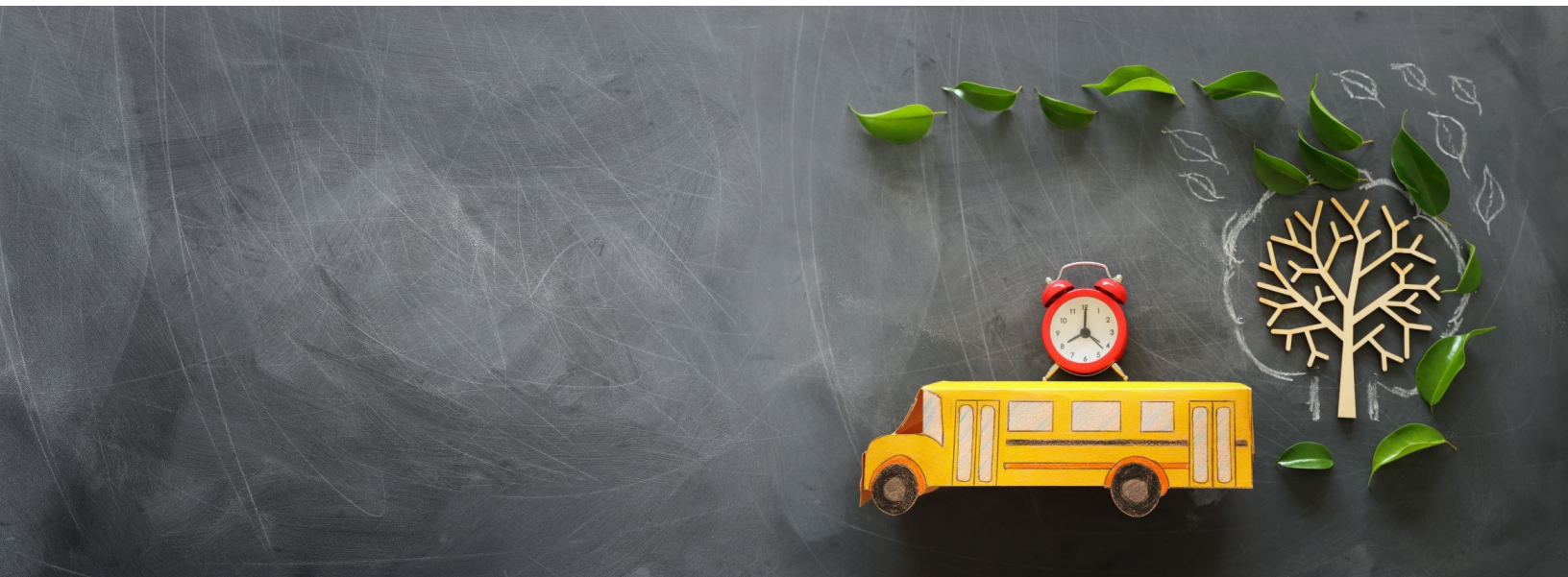


# Transportation

School transportation provided through the District includes safeguards to protect the health and safety of students and drivers.

**Parents who desire to transport their own children to and from school are encouraged to do so.**

Consistently implemented seating charts are mandatory. Students with a daily bus pass (change) will be assigned a seat and this will be recorded/dated. Each bus will be cleaned daily according to recommendations from the New Hampshire Department of Health and Human Services or the Centers for Disease Control. The bus companies will expedite the delivery of any video to school officials upon request for the purpose of contact tracing.



## Transportation (continued)

- All parents are asked to require students to wash their hands thoroughly in hot water for at least 20 seconds with soap before they leave for school, and screen the health of each child each morning.
- Students will be assigned seats on buses according to a consistent seating chart.
- Any student who is insubordinate in relation to assigned seating may be suspended from the bus temporarily or for the remainder of the school year.
- Regular transportation for Raymond students is provided through Dail Transportation (STA). Buses will be thoroughly cleaned and disinfected daily. This includes seats, driver's compartment and all frequently touched surfaces such as handrails. Windows will be open, weather permitting for air circulation. Even in the cold months, drivers usually have a window in the front and one in the rear, slightly open, for circulation as windows tend to fog up.
- Special transportation for Raymond students is provided by Durham School Transportation services; special buses are also cleaned daily with products as advised by the Centers for Disease Control.
- **Per federal mandate, masks are required to be worn on school buses.**

# Visitors and Itinerant Staff

Meetings that involve individuals from outside the school district may be held remotely, in order to reduce the number of individuals who enter the school buildings.



# School Lunch and Breakfast Program

All meals will be provided on-site at our schools. Seating charts during meals or some other method to allow for contact tracing will be implemented.

**Under waivers from the USDA, 1 Breakfast meal and 1 Lunch meal are available free to each student daily.**

**All families are strongly encouraged to complete a free and reduced lunch application.** Even though meals are provided free of charge under the current federal waiver, this process is important for a number of other benefits to both individual households and to the taxpayers of Raymond. Reduced registration or camp fees, college application fee waivers, Comcast discounts and even P-EBT cards in certain circumstances have been a few of the extras available with an actual application.

Precise locations, times and procedures for obtaining school meals are communicated to all stakeholders through a variety of channels.



# Supplementary, Extracurricular, and Co-Curricular Programs (continued)

## **Extracurricular Activities**

Extracurricular activities may take place using the same precautions and strategies that are required during the school day.

## **Co-curricular Activities**

Field trips may take place with written consent from the Superintendent, provided a plan has been submitted and approved by the Superintendent which includes multiple layers of protection to help prevent transmission of disease.

## **Extended Learning Opportunities**

ELOs will be allowed on a case by case basis if appropriate documentation is obtained to assure that cooperating organizations or sponsors will agree to abide by requirements necessary to protect the health and safety of the overall school community.

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**Note:** As a reminder, participation in public school activities is open to home educated, nonpublic school, and public charter school students who reside in Raymond, as per [Raymond School Board Policy IHBG-R](#). Please refer to the policy for more information and guidance.



# Closing

The COVID-19 pandemic has presented challenges for students, families, and employees of the District. However, the District and the community have joined together to adjust to changing circumstances and educate the students of our community while protecting the health and safety of all

The Raymond School District is committed to providing quality education and related services to all students while putting in place multiple layers of protection to safeguard the health and safety of all members of our educational community and the general public. This plan has been updated based on best available current information.

The District reserves the right to put in place, if needed, additional strategies or practices that are required to protect the health and safety of employees, students and their families.

