Dynamic and adaptable operational plans based on the most current scientific knowledge and community expectations to reduce the risk of exposure to COVID-19 and provide for the safe return of students and staff to SAU #58 facilities

Under revision and review through the Summer of 2021 as data and guidelines are enacted.
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Dear SAU#58 Community,

We experienced a successful 2020-2021 school year in-person with safety precautions and social distancing in effect to the best of our ability. The accomplishment was to the benefit of our students and their education, physical, social, and emotional well-being. For the District to access the federal grant dollars associated with the 3rd round of ESSER (Elementary and Secondary School Emergency Relief Fund) the New Hampshire Department of Education is requiring us to provide an updated reopening plan for the Fall of 2021. We are confident that we can be successful in the 2021-2022 school year, consistent with the values and expectations of the community. We will continue to offer surveys for your feedback to help facilitate our planning and will adjust our plans based on guidelines and data throughout the year. Thank you for your willingness to partner with us for the success of our students.

Again we will construct a framework for welcoming staff and students back to school in a safe and healthy environment for optimal learning. The health and safety of our students, staff and community is our top priority. The primary focus is on minimizing risk and creating a safe environment in our facilities. As you know, the information available to us is changing constantly, and we will modify plans accordingly.

Numerous stakeholders and school community members have been consulting throughout the pandemic. This includes teachers, administrators, support staff, bus company representatives, parents, school board members and medical officials from our community. The goal has been to develop a framework for the return to SAU 58 school buildings for students and staff members. We intend to open in person on **August 31, 2021**.

The start times are as follows:

**GES:**
- Teachers 10 minutes before students
- Students 7:45 - 7:58
- Student Dismissal 2:35
- Teacher Dismissal 25 minutes after students

**GHS:**
- Teachers 10 minutes before students
- Students 7:45 - 8:00
- Student Dismissal 2:37
- Teacher Dismissal 25 minutes after students

**SVS:**
- Teachers 7:15
- Students 7:30 - 7:45
- Students Dismissal 2:15
- Teachers Dismissal 3:00

**SPS:**
- Teachers 7:15
- Students 7:35 - 7:50
- Student Dismissal 2:40
- Teachers Dismissal 3:00

Resources from the American Academy of Pediatrics, Center for Disease Control, New Hampshire Department of Health and Human Services, New Hampshire Interscholastic Athletic Association as well as state guidance resources have been integral in our plan development. Even with this guidance and the best intentions, no plan comes with a guarantee.
We will continue to seek feedback of parents, teachers, and support staff and collected qualitative data regarding transportation, co-curricular, personnel, technology, and facilities. Data and recommendations will be presented to all school boards. The SAU 58 school board will vote on acceptance with the intention of sharing the plan with the community in August.

The plan includes concentrated attention in the areas of air quality, hygiene and sanitation, masks or other face coverings, physical distancing, and minimization of group mingling when necessary. We anticipate a return to many pre-pandemic practices with heightened awareness of best practices for health and safety of staff and students through DHHS and CDC guidance. We will have plans that are easily flexible should the community spread necessitate—Levels Green, Yellow, Orange, and Red.

**Full In Person Learning: (Green/Yellow Levels)** All students return to the school district facilities. Proactive safety and sanitation protocols and operational practices will be reviewed periodically. Adherence to physical distancing guidelines are part of the plan. We will make accommodations for staff and students who have needs for documented medical accommodations.

**Hybrid Model Learning: (Orange Level)** Families who do not feel comfortable sending their students in person can access Virtual Learning Academy Charter School (VLACS) for remote learning. Families should contact them directly or through Guidance.

**Dependent upon COVID-19 Numbers in Our Area** or an Executive Order

**Full Remote Learning: (Red Level)** All students would be served through remote learning, with the exception of special education students who may receive in person support and instruction. There will be specific schedules for all students with staff reporting to the buildings each day from 8:00AM–3:00PM. **It is important to note that there is a possibility of having to move to remote learning at some point during the school year as a result of the pandemic and community spread or Executive Order.**

The COVID-19 pandemic has caused all aspects of our lives to change and adapt. We have learned from the experiences presented and continue to be reflective to provide excellence for all of our students. We will focus on the continued development of high quality instruction and assessment practices, and enhanced social and emotional support for students. We will make decisions based upon the current information available. The goal of the back to school framework is to have a dynamic operational plan for SAU 58 schools.

Sincerely,

Dr. Ronna Cadarette
Superintendent of Schools, SAU#58
A special thank you goes out to the following people who gave thoughtful input based on expertise, experience and research which led to the creation of our plan. Hugh thanks to SAU #9 for allowing us to adapt their plans to fit our districts' needs and the collaboration of all North Country Superintendents, New Hampshire School Administrators Association, and the American Association of School Administrators throughout this pandemic, in addition to the New Hampshire Department of Health and Human Services and the Center for Disease Control.

**BACK-TO-SCHOOL TEAM**

- **Ronna Cadarette**, Superintendent of Schools
- **Heather McMann**, Business Manager
- **Michelle Mason**, Director of Student Services/Parent
- **Shane Cloutier**, Director of Information Technology
- **Constance McKeary**, Human Resources/Parent
- **James Kennett**, SAU #58 Joint Board Chair/Parent
- **Glenn Cassady**, SAU #58 Vice Joint Board Chair/Parent
- **Louise Collins**, Northumberland School Board Chair
- **Tina Lunderville**, Northumberland School Board/Parent
- **James Weagle**, Northumberland School Board/Parent
- **Paul Perras**, Northumberland School Board
- **Georgia Caron**, Stark School Board Chair/Spec. Ed
- **Kendra Bell**, Stark School Board/Parent
- **Heather Eich**, Stark School Board/Parent
- **Kyle Haley**, Stratford School Board Chair/Parent
- **Nicole King**, Stratford School Board/Parent

**CONSULTING CONTRIBUTORS**

- **Abbey Group**, Food Service
- **Tina Reynolds**, W.W. Berry’s Transportation
- **Lisa Grimes**, Head Custodian Northumberland
- **Jennifer Lambert**, Parent/Primary Teacher, GES
- **Carrie Irving**, Support Staff
- **Billie Jo Sabine**, Support Staff/Parent
- **Amy Weberg**, Nurse, Stratford Public School
- **Ben Olsen**, Coos County Emergency Management
- **North Country Superintendents**
- **North Country Health Consortium**
- **Indian Stream**
### The Planning Process

#### The Planning Process—Development Timeline

<table>
<thead>
<tr>
<th>May/June 2021</th>
<th>July/August 2021</th>
<th>July/August 2021</th>
<th>August 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft 2021-22 Plan for NHDOE Survey Community</td>
<td>Monitor Conditions</td>
<td>Revise Draft Plan</td>
<td>Share Latest Plan</td>
</tr>
<tr>
<td>Communicate Plan to the Community</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### The Guiding Principles

- Safety and health of students, staff and our community are the primary concern
- Plans will be adaptable and focused on reducing risk
- Decision making process: attainable, beneficial, feasible
- Respond to Executive Orders and Federal guidelines

### Considerations/Strategies

<table>
<thead>
<tr>
<th>Domain</th>
<th>Planning</th>
<th>Prevention</th>
<th>Response</th>
</tr>
</thead>
</table>
COVID-19 Guidance

CURRENT GUIDANCE DOCUMENTS
- NH.Gov Stay at Home 2.0 Universal Guidelines
- NH DOE—NH Grades K-12 Back-to-School Guidance (STRRT)—July 2020
- New Hampshire Department of Health and Human Services (NH DHHS)
- American Academy of Pediatrics (AAP)
- Dr. Benjamin Chan - for Nurses NH State Epidemiologist
- CDC Considerations for Schools- released May 19, 2020
- NH DOE Coronavirus Resources for Schools (DOE)
- Governor Chris Sununu

COVID-19 KEY UNDERSTANDINGS

SPREAD
- Spread primarily person-person by respiratory droplets
- Respiratory spread through sneezing, coughing, singing, talking. Large droplets tend to fall.
- Some evidence of airborne spread meaning smaller droplets can live longer suspended in air.
- CDC estimates 1/3 of community spread is from asymptomatic carriers

SIGNS & SYMPTOMS
2-10 days after exposure
- May include: fever, cough, shortness of breath, muscle aches, fatigue, sudden loss of taste or smell, and GI symptoms

TESTING
Both negative and positive test results provide useful information for infection and potential spread timelines. Currently testing has expanded and is available at doctor’s offices.

VULNERABLE POPULATIONS
- Vulnerable populations: age, long-term care residents, underlying medical conditions particularly
- Children: generally lower risk of having severe symptoms. Their role in spreading the virus is still not clear. Rare syndrome associated with post-infection MIS-C

VACCINE
- Flu and Childhood Immunizations— It is important to keep up to date on current seasonal flu vaccinations as well as childhood immunization schedules.
- COVID-19 Vaccine— Contact your health care provider for ways to best receive up to date vaccination information

ACTIVE CASES
NH Real Time Data for active cases: NH DHHS COVID-1
## COVID-19 Guidance

### POSSIBLE PUBLIC HEALTH ACTIONS

<table>
<thead>
<tr>
<th></th>
<th>WHY</th>
<th>HOW/ IMPLEMENTATION</th>
</tr>
</thead>
</table>
| **Physical Distancing**  | • Protects individuals from respiratory droplets  
|                          | • Protects individuals from contact with asymptomatic carriers | **Modified Layouts:** classrooms 3 feet when possible  
|                          |                                          | **Closing Common Spaces:** Only in response to community spread  
|                          |                                          | **Environmental Controls:** Enhanced ventilation and air quality with air purifiers in classrooms and common spaces; plexiglass dividers available and face mask optional and one-way traffic patterns and visual reminders in response to community spread as needed  
|                          |                                          | **Scheduling:** staggering drop off and pick up times or locations, smaller cohorts based on community spread |
| **Wearing Masks**        | Optional - Follow current CDC and DHHS guidelines for mask use to prevent the spread of the virus through respiratory droplets. | **Proper education will be required:**  
|                          |                                          | Change mask if damaged  
|                          |                                          | (example: moist from breath)  
|                          |                                          | Not touching face/facemask |
| **Self-Isolation**       | Known exposure to a person with COVID-19 three feet or less for ten minutes or more without a mask | **Contact Tracing:** trace and monitor contacts of infected individual by the NHDHHS and CDC **Positive Test**  
|                          |                                          | **Isolation:** As directed by physicians with documentation for schools/employer.  
|                          |                                          | **Quarantine:** exposure to virus as documented NHDHHS and CDC tracing, 10 days at home as recommended and documented by physician with note to return to school/work to be submitted to Human Resources for staff. |
Levels of Engagement

BACK TO SCHOOL RESPONSE PLAN FOR THE 2021-2022

Fall 2021—ALL STUDENTS RECEIVE INSTRUCTION IN THEIR CLASSROOMS — as we ease restrictions when guidelines enable us to do so.

- We will continue 3-6 feet social distancing whenever possible.
- Assigned seats will stay in place as needed.
- If data indicates an up-tick we will resume mandatory mask wearing, otherwise optional.
- Plexiglass and PPE will be readily available.
- Cohort groups will be in place for the start of the year if needed
- Parents/guardians will be offered the option of in-person or remote meetings
- Adaptable student drop-off and pick-up during school hours if needed

These plans are adaptable and flexible to utilize the safest educational environment for our students and staff, and as deemed necessary by School Boards and in response to community spread data.

Full In Person —
with restrictions as needed

ALL STUDENTS RECEIVE INSTRUCTION IN THEIR CLASSROOMS WITH HEIGHTENED PROTOCOLS.

This includes modifications to schedules, proactive safety and sanitation protocols and changes to routines and operational practices. Adherence to physical distancing guidelines are part of the implementation plan.

Hybrid Model —
Up to 48 hours or waiver

ALL STUDENTS RECEIVE INSTRUCTION FROM HOME. TEACHERS WILL DELIVER INSTRUCTION FROM THEIR CLASSROOMS.

Students follow a daily schedule remotely. Adjustments may be made to reduce the student and staff population in a facility at any given time.

Special education students will remain in person.

Full Remote —
EXECUTIVE ORDER

ALL STUDENTS RECEIVE INSTRUCTION FROM HOME. TEACHERS WILL DELIVER INSTRUCTION FROM HOME.

DAILY GOOGLE CLASSROOM SCHEDULES WILL BE FOLLOWED 8:00—3:00

STAFF MEETINGS 7:35—8:00

Special education students may in person.
## COMMUNITY SPREAD PIVOT CHART

### CONSIDERATION POINTS

#### Decision Matrix

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-5 students or employees at 1 building</td>
<td>6-10 students or employees at 1 building</td>
<td>11+ students or employees at 1 building</td>
</tr>
<tr>
<td>OR 1-5 students or employees at multiple buildings</td>
<td>OR 6-10 students or employees at multiple buildings</td>
<td>OR 11+ students or employees across multiple buildings</td>
</tr>
</tbody>
</table>

#### On Track for Containment

- **1 or fewer cases per 100,000**
  - Close school(s) and move to remote support for up to 1 school day

#### Community Spread

- **Between 2 and 9 cases per 100,000**
  - Close school(s) and move to remote support for up to 2 school days

#### Accelerated Spread

- **10 to 24 cases per 100,000**
  - Close school(s) and move to remote support for up to 2 school days

#### Tipping Point

- **25+ cases per 100,000**
  - Close school(s) and move to remote support for up to 3 school days with waiver

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**SAU #58**

Level of SAU #58 community spread, based upon state and local public health data

<table>
<thead>
<tr>
<th>SAU #58</th>
<th>On Track for Containment</th>
<th>Community Spread</th>
<th>Accelerated Spread</th>
<th>Tipping Point</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 or fewer cases per 100,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Close school(s) and move to remote support for up to 1 school day</td>
<td>Close school(s) and move to remote support for up to 2 school days</td>
<td>Close school(s) and move to remote learning for up to 5 school days (minimum)</td>
<td>Close school(s) and move to remote learning for up to 3 school days with waiver</td>
</tr>
<tr>
<td></td>
<td>Close school(s) and move to remote support for up to 2 school days</td>
<td>Close school(s) and move to remote support for 3 school days (minimum)*</td>
<td>Close school(s) and move to remote learning for 5 school days (minimum)</td>
<td>Close District and move to remote learning until further notice with Executive Order</td>
</tr>
<tr>
<td></td>
<td>Close school(s) and move to remote support for up to 3 school days with waiver</td>
<td>Close school(s) and move to remote support for 3 school days (minimum)*</td>
<td>Close school(s) and move to remote learning for 5 school days (minimum)</td>
<td>Close District and move to remote learning until further notice with Executive Order</td>
</tr>
</tbody>
</table>

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**Coos County Estimated Population**: 31,563

**New Hampshire Estimated Population**: 1,359,711

**NH DHHS Dashboard**

**Harvard Global Health Institute Dash**

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**BASING ON 2018 DATA**:

- Population - Groveton 1,118
- Population - Stark 499
- Population - Stratford 681

SEE SAU 58 DASHBOARD

**NHDHHS COVID-19 dashboard**
The School Environment

**LEVELS OF ENGAGEMENT to be determined by COVID numbers if we pivot.**

When students are in the school facilities for hybrid instruction the school environment may look and feel different such as the following:

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cohort Groups</td>
<td>Students will move through their day with primarily the same group of students wherever possible. The high school will vary. There will be reduced class sizes as needed to ensure social distancing.</td>
</tr>
<tr>
<td>Parent Drop Off/ Pick Up</td>
<td>Students enter and exit through assigned doors for drop-off and pick-up to minimize contact.</td>
</tr>
<tr>
<td>Transportation</td>
<td>We will follow the guidelines outlined on the transportation page.</td>
</tr>
<tr>
<td>Health Screenings</td>
<td>SAU 58 may require health screenings for staff and students with guidance for parents at home and upon entry to school every day</td>
</tr>
<tr>
<td>Quarantine/Isolation</td>
<td>If exposed to illness or presenting symptoms, students and staff may be required to quarantine per the CDC or DHHS.</td>
</tr>
<tr>
<td>Facilities Usage/Access</td>
<td>Prior notification and/or appointment will be required. Access to buildings will be limited to outside visitors and will follow strict usage guidelines as outlined in state and local polices. Entrances monitored by school staff with keyless entry. Outside space and proper ventilation will be utilized such as exhaust fans and air purifiers. All boilers, windows, and doors will be in good working order.</td>
</tr>
<tr>
<td>Student Entry/Movement</td>
<td>Entrance from various doors for students and staff; modified directional patterns; staggered class changes/starts.</td>
</tr>
<tr>
<td>Sanitization Practices</td>
<td>Sanitization requirements and handwashing will be practiced with sanitization stations before entering and upon leaving bathrooms and classrooms with enhanced sanitization practices for the facilities and buses.</td>
</tr>
<tr>
<td>Masks</td>
<td>Based on community spread, the use of masks will be required as mandated by health and school authorities when not seated of unable to be 3-6 feet apart. PPE available for those whose can not provide their own.</td>
</tr>
<tr>
<td>Personnel</td>
<td>Trained personnel and nurses will be strategically utilized to ensure health and safety.</td>
</tr>
<tr>
<td>Meals</td>
<td>Meals (preordered) will be provided in a modified structure; in classrooms or added modules as needed.</td>
</tr>
<tr>
<td>Co-Curricular</td>
<td>Athletic offerings will be based on the guidance of NHIAA and North Country cohorts. Before and afterschool programs will be offered with all social distancing guidelines.</td>
</tr>
<tr>
<td>Recess and Physical Educa-</td>
<td>Staggered recess as needed. No masks outside. Physical Education resume to pre-pandemic unless numbers increase.</td>
</tr>
<tr>
<td>Social Emotional Support</td>
<td>Students will have increased guidance, health, and wellness services and availability. Subject to change based on the current local, state and federal regulations</td>
</tr>
</tbody>
</table>
## Responsibilities/Preventions:

**Maintain sensitivity and kindness for others**

<table>
<thead>
<tr>
<th>Parent Responsibilities</th>
<th>Staff Responsibilities</th>
<th>Student Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare for both in person and remote instruction</td>
<td>• Refer to Personnel page</td>
<td>• Practice good hygiene and sanitation protocols</td>
</tr>
<tr>
<td>• Practice hygiene and sanitization</td>
<td></td>
<td>• Wear face masks as required per community spread</td>
</tr>
<tr>
<td>• Obtain clean, cloth mask or face shield for your child daily and support the practices of wearing and cleaning when applicable</td>
<td></td>
<td>• Routinely clean high touch surfaces including, laptops and digital devices, and equipment</td>
</tr>
<tr>
<td>• Prepare and properly instruct your child on how to effectively wear a mask (lanyards provided with safety releases)</td>
<td></td>
<td>• Adhere to physical distancing guidelines</td>
</tr>
<tr>
<td>• Abide by Community Commitment document; screen for illnesses</td>
<td></td>
<td>• Monitor health symptoms and maintain health screening practices</td>
</tr>
<tr>
<td>• If diagnosed with COVID-19 or if the student/staff has been exposed to someone with COVID-19 stay at home, go to your doctor, and communicate with the school.</td>
<td></td>
<td>• Abide by Community Commitment document</td>
</tr>
<tr>
<td>• Reinforce physical distancing and minimize exposure</td>
<td></td>
<td>• Stay home when sick</td>
</tr>
<tr>
<td>• Coordinate alternative short and long-term plans for transportation to and from school if possible to decongest the buses</td>
<td></td>
<td>• Prepare for the transition of in person to remote learning</td>
</tr>
<tr>
<td>• Support student academic engagement every week day</td>
<td></td>
<td>• Actively engage in all of your education platforms</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Maintain sensitivity and kindness for others</td>
</tr>
</tbody>
</table>
Scheduling: non-negotiables include:

- Ensuring equitable opportunities for all students (on-person/remote)
- Adhering to reasonable and realistic expectations for students that are developmentally appropriate, as safe as possible, and that reflect our core values
- Paying attention to the social and emotional needs of students and staff
- Ensuring students have access to meals (breakfast/lunch) each school day
- Providing ongoing access to Integrated Arts
- Meeting contractual obligations
- Meeting minimum standards required by New Hampshire Department of Education
- Providing special education and related services

Scheduling scenarios are coded based on the following back to school and pivot options for the 2021-2022 school year

- **Full In Person** — or with restrictions as needed
- **Hybrid Model** — 48 hours or waiver
- **Full Remote** by Executive Order
Full face to face Ideas:

Goal:
- Provide maximum daily student contact and support academic, social-emotional development.

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Middle School</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-K-6 Stark</td>
<td>Grades 6-8 Groveton Middle School</td>
<td>Grades 9-12</td>
</tr>
<tr>
<td>K-5 in Groveton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre K-8 Stratford</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Implementation Measures Associated with the Model:

**Elementary**
- All spaces will be utilized (repurpose some existing spaces) to keep cohorts of students small.
- Staff will be assigned to a small number of cohorts of students to maximize instructional opportunities while mitigating risk of exposure; teachers will rotate versus students whenever possible.
- Use of outdoor learning spaces will be maximized.
- Students will be grouped flexibly in terms of age and needs.

**Middle School**
- Students will be split into two cohorts between grade levels.
- Students will travel separately in between classes through alternating between classrooms whenever possible.
- Students will only travel off of the middle school floor for lunch or to go to the office.
- Students will be spaced at a minimum of three feet with barriers or six feet without barriers whenever possible.
- Students will not share materials with peers without sanitization.
- Restroom use will take place during class time to limit hallway congestion.

**High School**
- Students will follow an academic schedule of 7 periods with reduced class sizes whenever possible.
- Hallway travel will be one direction between classes with signage directing students and staff.
- Students will be spaced at a minimum of three feet with barriers or six feet without barriers whenever possible.
- Lunches will be in the cafeteria area with social distancing protocols including plexiglass barriers between students and tables spaced three to six feet apart.
- Restroom use will take place during class time to limit hallway congestion.
## Hybrid Model (Numbers-driven)

### Hybrid: (Subject to Change)

**Goals:**
- Provide in person instruction for as many students as possible while reducing the number of people within the building at any one given time, with all special education in person when possible.
- Accommodate needs for students and staff as needed and documented by a physician.
- All staff would be in the buildings for remote or in person instruction in their classrooms or assigned areas.

### Scheduling

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Middle School</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-5 Groveton/Pre-K-5 in Stratford K-6 Stark</td>
<td>Grades 6-8 Stratford / Grades 6-8 Groveton</td>
<td>Grades 9-12 Groveton High School</td>
</tr>
<tr>
<td><strong>Preschool &amp; Grades K-1:</strong> Students fully remote except special education students; Staff In Person daily in their own classrooms to mitigate risk.</td>
<td><strong>Grades 5-8 Stratford:</strong> Students fully remote except special education students; Staff In Person daily in their own classrooms to mitigate risk.</td>
<td>Staff In Person daily in their own classrooms to mitigate risk.</td>
</tr>
<tr>
<td><strong>Grades 2-6 Stark &amp; Grades 2-8 Stratford:</strong> Students fully remote except special education students; Staff In Person daily in their own classrooms to mitigate risk.</td>
<td><strong>Groveton Middle School:</strong> Students fully remote except special education students; Staff In Person daily in their own classrooms to mitigate risk.</td>
<td>All classes will be remote except for special education students.</td>
</tr>
<tr>
<td><strong>Grades 2-5 Groveton:</strong> Students fully remote except special education students; Staff In Person daily in their own classrooms to mitigate risk.</td>
<td>Accommodations will be made as documented by a physician.</td>
<td>Students would participate in their advisory groups both while face to face and remote.</td>
</tr>
<tr>
<td>Accommodations will be made as documented by a physician.</td>
<td></td>
<td>Accommodations will be made as documented by a physician.</td>
</tr>
</tbody>
</table>
Full Remote Learning:

Goal:
- To provide ongoing educational opportunities in an environment that poses the least amount of risk of exposure and spread.

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Middle School</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-5 Groveton/</td>
<td>Grades 6-8 Stratford /</td>
<td>Grades 9-12</td>
</tr>
<tr>
<td>Pre-K-5 in Stratford</td>
<td>Grades 6-8 Groveton</td>
<td>Groveton High School</td>
</tr>
<tr>
<td>K-6 Stark</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All preK-12 students would engage in fully remote learning. Daily schedules per period would be established from 8:00—3:00PM daily. Consideration will be give to planning time each week and special education needs.

Staff will convene daily at 7:30 for Staff Meetings remotely. Staff will instruct from home. Special Education in person as needed and requested.

There will be no In Person Athletics or Extra-Curricular Activities.
## Transportation Recommendations—for Level Yellow

**PreCOVID— for Level Green**

<table>
<thead>
<tr>
<th><strong>ROUTES:</strong></th>
<th><strong>DRIVER SAFETY:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Students will be assigned a bus</td>
<td>• Masks and/or face shield optional as well as gloves and sanitizer</td>
</tr>
<tr>
<td>• School transportation will be from bus stop to school in the morning and from school to bus stop in the afternoon only</td>
<td>• Daily self-screening of drivers temp and health (done at the bus garage)</td>
</tr>
<tr>
<td>• Routes subject to change</td>
<td>• Hand washing/sanitizing often, including before and after completing trips/routes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>STUDENTS:</strong></th>
<th><strong>SEATING ARRANGEMENTS:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Student temperature and symptoms should be monitored by parents/guardians prior to arriving at the bus stop each day</td>
<td>• Students will be assigned seats with household members possible</td>
</tr>
<tr>
<td>• Masks optional</td>
<td>• No guest “riders” (sleep overs, after school get togethers, etc.)</td>
</tr>
<tr>
<td>• Height of bus seats provide natural dividers</td>
<td><strong>PPE REQUIREMENTS FOR STUDENTS:</strong></td>
</tr>
<tr>
<td>• Students will have assigned seats</td>
<td>• Masks optional</td>
</tr>
<tr>
<td>• Back of the bus will be loaded first and unload last whenever possible</td>
<td>• Hand Sanitizer should be used often</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Bus Stop Recommendations:</strong></th>
<th><strong>BUS DRIVER CLEANING RESPONSIBILITIES:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>- Masks optional</td>
<td><strong>CARPOOL RECOMMENDATIONS:</strong></td>
</tr>
<tr>
<td>- Maintain physical distancing</td>
<td>(based on CDC guidance)</td>
</tr>
<tr>
<td>- Avoid physical contact with others</td>
<td><strong>STUDENT RESPONSIBILITY</strong></td>
</tr>
</tbody>
</table>

**THERE MAY BE TWO STUDENTS PER SEAT WHEN UNAVOIDABLE.**

Sanitization procedures will take place between bus runs.

**CARPOOL RECOMMENDATIONS:**

- Riding the bus is a privilege; touch surfaces in school buses that should be regularly cleaned include, but not limited to:
  - Seats—take the seat you are assigned every day, which will require first students on to fill the back of the bus moving forward when possible as needed for community spread
  - Follow all bus guidance and expectations
Co-Curricular Recommendations for In-person Programming K-12:

These recommendations are for, or include typical before and afterschool programming, including but not limited to: clubs, organizations and athletics. Individual schools will be developing specific programming following these recommendation and any other state and local guidance documents.

See NHIAA for more details, and North Country Superintendent Agreements.

PERSONNEL
- Only coaches, club advisors and trained personnel or volunteers can lead or supervise co-curricular activities.
- Volunteers, presenters or other outside partnering individuals should sign off recognizing associated risks and undergo all fingerprinting and checks
- Additional staff for programming as needed

SCREENING
- Follow Community Commitment prior to event for all staff, coaches, advisors, and volunteers

GROUP ORGANIZATION
- Combine students and providers in cohort groups
- Prioritize outdoor activities
- Consider space needs in terms of numbers and age of students.
- **No community snacks. No group snacks.**
- Disposable packaging and utensils should; meals should be delivered to the classroom/instructional space in a designated bin for Yellow Level
- Each child should dispose of any packaging or uneaten food in the trash.
- Cohorts must stay together

PPE
- Masks (Cloth, Disposable) or Face Shields optional
- Gloves (if desired)
- Digital Thermometers available
- Face Shields for flute and chorus students

SANITIZING
- Disinfectant (i.e. fogging machines)
- Wipes
- Hand sanitizer
- Follow CDC Guidelines for cleaning and disinfection
- Follow Universal Guidelines for all NH employers and employees
- Governor’s Executive Orders
- Daytime staff should wipe down all high touch surfaces at the end of the day and prior to use by co-curricular groups
- Any manipulatives will be sanitized by co-curricular staff

TRANSPORTATION
- Follow bus protocols on transportation document
- Pick up and drop off protocols will ensure safe distancing (staggering)

OTHER
- Signage
- Assumption of risk in Community Commitment
- Limit sharing of supplies
- Playground equipment may be limited

ATHLETICS
- It is the expectation of the Groveton High School athletics department that all individuals and user groups utilizing its athletic facilities will abide by all guidelines set forth by the CDC, the Governor’s Executive Orders, DHHS, NHIAA, and the SAU with School Boards.

Music Programs:

**New Hampshire Music Education Coalition Guidelines**
- **Brass and Woodwinds**
- **Flutes**
- **Chorus**

Physical Education, Art, Fine Arts:

- NHAHPERD
- NHAEA
The safety of SAU 58 employees is a top priority during the COVID-19 pandemic. As we prepare to for the school year in our school buildings, procedures and policies have been reviewed to continue to minimize the risk of exposure and prevent the spread of COVID-19. Outlined below is an overview of safety measures implemented by SAU 58 employees in our school buildings.

**Employee Responsibilities**

**SAU58 COVID-19 Protocol**
Employees will follow policies and procedures related to hygiene which will include, but not be limited to:
- Frequent handwashing
- Frequent and thorough cleaning and disinfecting of work spaces
- Employees may choose to wear a mask or face shield; unless mandatory under Level Yellow—Red
- Employees will mitigate their risk of exposure by adhering to all state and federally ordered guidelines
- Employees will be participate in training
- Follow the Community Commitment

**Training:**
Initial training should be provided to all employees prior to the return to school buildings
- Trainings should be mandatory for all employees
- Mandatory training topics: (GCN)
  - COVID-19 overview
  - Use of PPE
  - Cleaning and Disinfecting
  - Screening tool use and self reporting
  - Response to symptomatic students and colleagues
  - Discussing COVID-19 with students:
    - CDC
    - Unicef
    - NASP
- Training guidance:
  - Universal Guidelines for All New Hampshire Employers and Employees
  - Cleaning and Disinfecting Public Spaces for COVID-19
  - What Covid 19 is, how it is spread and its symptoms

**Daily Screening - Tools and Actions:**
- Employees daily screening tool at home
- Employees immediately report symptoms to building administrator or designee and consult their physician

**Policies & Procedures:**
- Employees must complete daily screening
- Employees must report exposure to Administration soon as possible and provide documentation
- Employees must wear masks or face shields at all times in common spaces and when not alone—Level Yellow through Red
- Employees may not gather in shared spaces or use common spaces or items Level Yellow through Red
- Employees must clean and disinfect work spaces
- Employees must follow the SAU 58 Covid19 Employee Responsibilities/Protocol

**Employer Responsibilities**
- SAU 58 will provide supplies required for cleaning and disinfecting work areas as well as PPE (masks and other as needed) for those who cannot provide their own
- Consider emotional and medical needs of all employees (especially those who are medically vulnerable) - Use of Employee Assistance Program
- Identify, designate and monitor the use of sick leave, CARES Act, FMLA
- Signage regarding COVID-19 safety guidelines
- One way signage—Level Yellow through Red
**SAU#58 Employee Self Screening - notify HR of concerns**

**Employee Name:** ___________________________  **Date:** ______________

**Temperature:** ______________  **Time taken:** ______________

*If you have a temperature of 100 degrees or over, please stay home, contact your medical provider and inform your building principal.*

---

**Employee Pre-Entry Checklist**

To protect all users of our facilities, we are asking all employees to complete the following questionnaire daily.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have you had signs or symptoms of a respiratory infection: (other than your usual allergy symptoms) such as fever, cough, runny nose, shortness of breath, chills, unexplained sore muscles, sore throat OR signs or symptoms of unexplained intestinal illness within the past 72 hours?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you experienced any new changes in your sense of taste or smell?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To your knowledge, have you been in close contact with a person with a confirmed case of COVID-19; or who is under investigation for COVID-19; or is ill with a respiratory illness?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you been asked to self-isolate or quarantine by your doctor or a local public health official?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>In the last 14 days, did you travel outside of New England?**</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you answer YES to any of these questions, please contact your primary care provider or DHHS (211; 1-866-444-4211) and inform your building principal.

**Employees reporting any of the travel-related risk factors should self-quarantine for 14 days after returning from such travel. As an alternative to self-quarantine for 14 days, or working remotely, the employee could obtain a written release from a medical provider that permits him/her to return to work after appropriate screening or testing in light of the just completed interstate or international travel.**

**Employee Signature:** ___________________________  **Date:** ______________
To protect the users of our facilities we are asking parents to answer the following questions daily before sending students to school or on the school bus, in addition to taking your child’s temperature. If their temperature is 100 or above, you should keep them home and monitor symptoms. Contact your physician with any questions and follow all recommendations for notifying the school.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you or your child have signs or symptoms of a respiratory infection, such as fever, cough, runny nose, shortness of breath, chills, sore muscles, or sore throat within the past 72 hours?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you or your child experienced any new changes in your sense of taste or smell?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you or your child had contact with someone with a confirmed diagnosis of COVID-19, or who is under investigation for COVID-19, or is ill with respiratory illness?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>In the last 14 days, did you or your child travel internationally, outside of New England, on a plane, train, or cruise line?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you or your child been asked to self-isolate or quarantine by your doctor or a local public health official?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For data purposes only (for instructional reasons), do you and your child practice “Social Distancing”, hand washing/sanitization, and covering coughs/sneezes?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Avoid handshaking during increased community spread.

Lessons/training(s) will be provided to staff and students regarding proper hygiene/hand washing practice(s), face coverings, etc. as listed by the NHDOE and CDC guidelines.

Wash hands often with soap for at least 20 seconds or use an alcohol-based hand sanitizer with at least 60% ethanol or 70% isopropanol.

Avoid direct contact. Instructional situations/practices that require a reduction of 6 feet will be limited due to student need and circumstance.

Staff and student seating should three to six feet for social distance—Level Yellow through Red.

All surfaces will be regularly cleaned, including; desks, door handles, laptops, telephones, and other frequently touched items.

All common areas and meeting areas are to be regularly cleaned and disinfected.

Cover coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands. If no tissue is available then cough or sneeze into your elbow.

Avoid touching eyes, nose and mouth with your hands.

To avoid sharing germs, please clean up after yourself and instruct students to clean up after him/herself. DO NOT make others responsible for moving and packing up belongings.

Additional Student Services Documentation:
Currently in revision to be finalized for September 2021

Student Services Protocols:

Northumberland School District Procedural Manual 2020:
Stratford Public School Procedural Manual 2020:
Stark Village School Procedural Manual 2020:
Title I and Guidance Services:
NH DHHS Contact Tracing Plan

Key Principles

- People who have tested positive for, or are showing symptoms of, COVID-19 should stay home and follow isolation guidelines.
- People who have recently had close contact with a confirmed case of COVID-19 should stay home and follow quarantine guidelines for 10 days after their last exposure to the person with COVID-19.
- The person should undergo PCR testing for COVID-19, even if asymptomatic, four to six days after exposure to contain further spread of COVID-19.
- If a confirmed case of COVID-19 occurs in a congregate setting, school officials will partner with NH DHHS to identify people who had close contact with the person (being within 3 feet of the person for > 10 minutes) and provide instructions for quarantine.
- Should an individual have confirmed contact the following will be followed.
  - Contact tracing protocols:
    - 3 feet or less for ten minutes or more without a mask
  - All staff and transportation will maintain seating charts/assigned seats throughout the year

SCENARIO | RESPONSE / ACTION PLAN | COMMUNICATION
--- | --- | ---
Child is sick or presenting symptoms of COVID-19 at home | Stay home | If COVID-19 is confirmed and/or the student’s medical provider asks you to self isolate, please notify your child’s school
 | Contact your child’s medical provider | **IF COVID-19 IS CONFIRMED:** Medical documentation will be required for absence verification and prior to the return to school

Child is sick or presenting symptoms of COVID-19 during the school day | The student will be sent to the nurses office for preliminary assessment in an isolation area | If COVID-19 is confirmed and/or the student’s medical provider asks you to self isolate, please notify your child’s school
 | Parent will be contacted and asked to pick their child up immediately | School will follow directives of CDC and DHHS regarding protocols and notifications
 | Student will be removed from common areas await pick up | **IF COVID-19 IS CONFIRMED:**
 | The nurse will contact DHHS for specific guidance | Medical documentation will be required prior to the return to school
 | The parent will work with the student’s medical provider and DHHS to determine best course of action |
For the most up to date information please visit our SAU 58 website where you can view our COVID-19 Dashboard.

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

... and more!

www.sau58.org
**Purpose:**
The purpose of this plan is to ensure that SAU 58 has a systematic and consistent method to disperse important information to all stakeholders in a timely manner. SAU 58 recognizes that the 21-22 school year plan is fluid and could change at any moment due to guidelines or the current situation regarding COVID in our community. Keeping the SAU 58 community informed is a top priority, one which will be facilitated through this plan.

**SAU 58 Spokesperson:**
Dr. Ronna Cadarette is the spokesperson for SAU 58. All information/announcements regarding COVID and our 21-22 school year plan or status will be communicated through the SAU 58 office to ensure consistent messaging throughout all Districts. All building based communication needs to be approved by the building administrator.

Contact Information:
[r_cadarette@sau58.org](mailto:r_cadarette@sau58.org)

15 Preble Street Groveton, NH 03582
603-636-1437

**Inventory of SAU 58 Communication Tools:**
- SAU 58 Website
- School Websites
- One Call: phone, text, email options
- SAU 58 Facebook
- SPS, SVS, GHS, GES Facebook pages
- Email notices, letters, documents
- WMUR
- Local newspapers
- Local Radio

**Communication Channels:**
- Red/orange/yellow Alerts. Use all channels. One Call text, phone, and email, Facebook, WMUR closure, Press Release
- Blue/Green Alerts. Informational. Use email, social media, websites.

**Policies and Procedures to be communicated through common SAU 58 documents for all Districts:**
- SAU 58 Hybrid Plan Grid
- Remote Learning Plan (Families)
- Remote Learning Plan (Staff)
- Safety Precautions and Requirements for In-School Model (Families)
- Safety Precautions and Requirements for In-School Model (Staff)

**Templates to be created:**
Digital SAU 58 and school templates as well as a SAU 58 Press Release templates will be created to ensure timely disbursement of information. The following templates will be created:
- In the event we need to change our “level”

**Address Book:**
- Create/review relevant email addresses and phone numbers for internal distribution i.e. SAU office, school board, student services, principals, support staff, transportation, and food services.
- Collect/review relevant email addresses and phone numbers for students.
- Review media list: local papers, radio, tv stations
- Create/review community support list:
  - Northumberland Police Department
  - New Hampshire State Police Troop F
  - Northumberland Fire Department
  - Stark Fire Department
  - Stratford Fire Department
  - Board of Health
  - Department of Health and Human Services
  - Coos Emergency Management
Survey Results

PARENT FEEDBACK—June 2021 Survey

For your child to attend school in person for the 2021-2022 school year, which precautions do you feel are important. Check all that apply.

63 responses

- I do not feel the need to have: 22 (34.9%)
- Students wear masks in class: 2 (3.2%)
- Teachers wear face masks: 2 (3.2%)
- Class sizes reduced: 10 (15.9%)
- Individual desks not tables: 12 (19%)
- Social distancing monitored: 12 (19%)
- Social distancing monitored: 9 (14.3%)
- Use of plexiglass dividers while working: 16 (25.4%)
- Temperature checks daily: 39 (61.9%)
- Hand sanitizing stations available: 6 (9.5%)
- Face masks optional for recess: 0 (0%)
- Face masks required during: 3 (4.8%)
- Face masks for community events: 8 (12.7%)
- Face masks optional for community events: 15 (23.8%)
- I will not send my child to school: 0 (0%)

For this student we are comfortable with going back to school in person with social distancing as outlined in the plan.

63 responses

100%
Survey Results

PARENT FEEDBACK CONTINUED

How pleased were you with full in person for the 2020-2021 school year.
63 responses

<table>
<thead>
<tr>
<th>Percentage Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very happy: 76.2%</td>
</tr>
<tr>
<td>Somewhat happy: 23.8%</td>
</tr>
</tbody>
</table>

STAFF FEEDBACK—June 2021 Survey

For you to perform your duties in person for the 2021-2022 school year, which precautions do you feel are important. Check all that apply
56 responses

- I do not feel the need to have...: 27 (48.2%)
- Students wear masks in class: 3 (5.4%)
- Teachers wear face masks in...: 3 (5.4%)
- Class sizes reduced: -10 (17.9%)
- Individual desks not tables: -6 (10.7%)
- Social distancing monitored in...: 15 (26.8%)
- Social distancing monitored...: -9 (16.1%)
- Use of plexiglass dividers when...: -5 (8.9%)
- Temperature checks daily: 11 (19.6%)
- Hand sanitizing stations available: -33 (58.9%)
- Face masks optional for recess: -6 (10.7%)
- Face masks required during...: 0 (0%)
- Face masks for community event: -4 (7.1%)
- Face masks optional for common area: 9 (16.1%)
- Community spread remains limited: 20 (35.7%)
STAFF FEEDBACK CONTINUED

Are you comfortable returning to work in person with social distancing as outlined in the plan.

58 responses

How pleased were you with full in person for the 2020-2021 school year.

58 responses