

## LEA Plan on the Safe Return to In-Person Instruction and Continuity of Services

This document is intended to meet the federal statutory requirement that, within 30 days of receiving ARP ESSER LEA allocation (anticipated May 24th), an LEA shall publish an LEA Plan on the Safe Return to In-Person Instruction and Continuity of Services, which is often called a “school district reopening plan.”

Note, if an LEA developed a plan before *The American Rescue Plan Act* (ARPA) was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements below, then the LEA must revise its plan no later than six months after receiving ARP ESSER funds

For further context, please reference ARPA (<https://www.congress.gov/bill/117th-congress/house-bill/1319/text>) or the Interim Final Requirements of ARP ESSER (<https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>).

### I. General Information

1. LEA Name: Winchester School District
2. Date of Publication: 6/23/2021

### II. Transparency and Accessibility

1. This plan for the safe return to in-person instruction and continuity of services was published and made publicly available online here:  
Description: School Website [wnhsd.org](http://wnhsd.org) , and School and Community FaceBook Pages. Paper copies available on request at the school.
2. Before making the plan publicly available, the LEA sought public comment on the plan and took such comments into account in the development of the plan (please check one).  
Yes: ☒ Somewhat: ☐ No: ☐  
Description: See attached
3. The plan is in an understandable and uniform format (please check one):  
Yes: ☒ Somewhat: ☐ No: ☐  
Description: See attached
4. The plan, to the extent practicable, is written in a language that parents can understand or, if not practicable, orally translated (please check one):  
Yes: ☒ Somewhat: ☐ No: ☐  
Description: See attached
5. The plan, upon request by a parent who is an individual with a disability, is provided in an alternative format accessible to that parent (please check one):  
Yes: ☒ Somewhat: ☐ No: ☐  
Description: See attached

### III. Health and Safety

1. How the LEA will maintain the health and safety of students, educators, and other school and LEA staff:  
 Description during SY20-21: See attached  
 Description during SY21-22: See attached
  
2. The LEA's adoption of the following CDC health and safety strategies are described below:  
 (Note federal regulation on this plan requires such reporting, but does not require adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public health officials.)
  - a. Universal and correct wearing of masks:  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 During SY21-22 (check one): Yes: ☐ Somewhat: ☒ No: ☐  
 Description of both SYs: See Attached
  
  - b. Physical distancing (e.g., use of cohorts/podding and modifying facilities):  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 Description of both SYs: See Attached
  
  - c. Handwashing and respiratory etiquette:  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 Description of both SYs: See Attached
  
  - d. Cleaning and maintaining healthy facilities, including improving ventilation:  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 Description of both SYs: See Attached
  
  - e. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, and/or Tribal health departments:  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐  
 Description of both SYs: See attached
  
  - f. Diagnostic and screening testing:  
 During SY20-21 (check one): Yes: ☐ Somewhat: ☐ No: ☒  
 During SY21-22 (check one): Yes: ☐ Somewhat: ☐ No: ☒  
 Description of both SYs: See attached
  
  - g. Efforts to provide vaccinations to school communities:  
 During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐

During SY21-22 (check one): Yes: ☐ Somewhat: ☒ No: ☐

Description of both SYs: See attached

- h. Appropriate accommodations for children with disabilities with respect to health and safety policies:

During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐

During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐

Description of both SYs: See attached

- i. Coordination with state and local health officials (please check one):

During SY20-21 (check one): Yes: ☒ Somewhat: ☐ No: ☐

During SY21-22 (check one): Yes: ☒ Somewhat: ☐ No: ☐

Description of both SYs: See attached

#### IV. Continuity of Services

1. The LEA has provided continuity of services in addressing student academic needs:

Description during SY20-21: See attached

Description during SY21-22: See attached

2. The LEA has provided continuity of services in addressing student social, emotional, mental, and other health needs, which may include student health and food services:

Description during SY20-21: See attached

Description during SY21-22: See attached

3. The LEA has provided continuity of services in addressing staff social, emotional, mental, and other health needs:

Description during SY20-21: See attached

Description during SY21-22: See attached

#### V. Plan Review

1. The LEA will meet the federal regulatory requirement to review and, as appropriate, revise its Safe Return to In-Person Instruction and Continuity of Services Plan at least every six months through September 30, 2023 (the award period including the Tydings period). (Note an LEA that developed a plan before ARPA was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements above must revise its plan no later than six months after the LEA receives LEA ESSER funds.)

Yes: ☒ No: ☐

Description: See attached

2. In doing so, the LEA will meet the federal statutory requirement to seek public input and take such input into account in determining whether to revise the plan and, if revisions are determined necessary, on the revisions it makes to its plan.

Yes: ☒ No: ☐

Description: See attached

3. In doing so, the LEA will also meet the federal regulatory requirement to address CDC safety recommendations and, if the CDC has updated its safety recommendations at the time the LEA is revising its plan, each of the updated CDC safety recommendations.  
(Note federal regulation on this plan requires such reporting, but does not require adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public health officials.)

Yes: ☒ No: ☐

Description: See attached

## VI. Authorization

LEA Superintendent's Signature:

Kenneth R. Dassan

Date:

6/23/2021

6/23/2021

## VIII. Appendices

### Appendix A. ARPA Statutory Excerpt

“(i) Safe return to in-person instruction.—

(1) IN GENERAL.—A local educational agency receiving funds under this section shall develop and make publicly available on the local educational agency’s website, not later than 30 days after receiving the allocation of funds described in paragraph (d)(1), a plan for the safe return to in-person instruction and continuity of services.

(2) COMMENT PERIOD.—Before making the plan described in paragraph (1) publicly available, the local educational agency shall seek public comment on the plan and take such comments into account in the development of the plan.

(3) PREVIOUS PLANS.—If a local educational agency has developed a plan for the safe return to in-person instruction before the date of enactment of this Act that meets the requirements described in paragraphs (1) and (2), such plan shall be deemed to satisfy the requirements under this subsection.”

### Appendix B. Interim Final Requirements of ARP ESSER Excerpt

“(3) *LEA Plan for Safe Return to In-Person Instruction and Continuity of Services.*

(a) An LEA must describe in its plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services—

(i) how it will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

(A) Universal and correct wearing of masks.

(B) Modifying facilities to allow for physical distancing (e.g., use of cohorts/ podding).

(C) Handwashing and respiratory etiquette.

(D) Cleaning and maintaining healthy facilities, including improving ventilation.

(E) Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.

(F) Diagnostic and screening testing.

(G) Efforts to provide vaccinations to school communities.

(H) Appropriate accommodations for children with disabilities with respect to health and safety policies.

(I) Coordination with State and local health officials.

(ii) how it will ensure continuity of services, including but not limited to services to address students’ academic needs and students’ and staff social, emotional, mental health, and other needs, which may include student health and food services.

(b) (i) During the period of the ARP ESSER award established in section 2001(a) of the ARP Act, an LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in person instruction and continuity of services.

(ii) In determining whether revisions are necessary, and in making any revisions, the LEA must seek public input and take such input into account.

(iii) If at the time the LEA revises its plan the CDC has updated its guidance on reopening schools, the revised plan must address the extent to which the LEA has adopted policies, and describe any such policies, for each of the updated safety recommendations.

(c) If an LEA developed a plan prior to enactment of the ARP Act that meets the statutory requirements of section 2001(i)(1) and (2) of the ARP Act but does not address all the requirements in paragraph (a), the LEA must, pursuant to paragraph (b), revise and post its plan no later than six months after receiving its ARP ESSER funds to meet the requirements in paragraph (a).

(d) An LEA’s plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services must be—

(i) in an understandable and uniform format;

(ii) To the extent practicable, written in a language that parents can understand or, if it is not practicable to provide written translations to a parent with limited English proficiency, be orally translated for such parent; and

(iii) Upon request by a parent who is an individual with a disability as defined by the ADA, provided in an alternative format accessible to that parent.”

## ARP-ESSER LEA Reopening Plan Attachment

### Transparency and Accessibility:

2. The LEA held public and posted reopening plan implementation committee meetings. The LEA posted the draft initial plan and an accompanying feedback form.
3. The plan used a similar format to previous plans, and utilized, with permission, the excellent work of ConVal District's shared plan
4. The plan utilized common language and provided explanation where any jargon was required.
5. The plan can be provided in audio form, or through any other necessary accommodation upon request.

### Health and Safety:

1.

SY 20-21 The LEA utilized guidance from the CDC and NH DHHS for K-12 schools to set mitigation policies. The district provided remote options for students and staff.

SY 21-22 The LEA will continue to follow CDC and NH DHHS guidance for mitigation, and will cohort in all phases. Only in the event of significant spread and high local numbers will remote options become available.

2. a. In SY 20-21 Masks were required in the school buildings, with mask breaks. In SY 21-22 the LEA will use phased mitigation strategies, and will follow guidance from CDC and NH DHHS related to masks. Current models in Blue phase anticipate masking only when distancing of more than 3 feet is not possible.

b. In SY 20-21 cohorts were by homeroom class, which had limited numbers-max 18. In SY21-22 cohorts will be by grade-level, due to the necessity of flexible intervention and instructional group and specialized staff access to those groups. The cohort size will typically remain 30-40. In SY20-21 distancing was targeted to 6 ft, with actual distance meeting between 3 and 6 ft. With more students returning to classrooms, distancing will be at least 3 feet, but often not reaching 6ft.

c. In both SY 20-21 and SY 21-22 the district encourages, models, and expects frequent hand washing, as well as appropriate respiratory etiquette, which is good practice at any time. The district has provided, and will continue to provide hand sanitizer to students and staff.

d. In SY 20-21 the district increased rigor of cleaning in all used spaces, and frequently touched surfaces. The district employed UV light sanitization in all used spaces. In addition, the district has been engaged in a multi-phase project to improve indoor air quality, and to improve fresh air flow to meet or exceed ASHRAE standards. The upgrades to the school's HVAC systems include bi-polar ionization as well as constant monitoring of system components. In SY 21-22 the district will maintain rigorous cleaning protocols to all utilized spaces. The HVAC system upgrades will be complete, with bipolar ionization in all instructional spaces. The UV sanitization will be discontinued, unless it becomes recommended at any time.



e. In SY 20-21 The LEA utilized procedures recommended by NH DHHS for determining contact tracing protocols and isolation/quarantine timelines and conditions. The school nurse contacted NH DPHS anytime the district needed to contact trace, in order to confirm our procedure. In SY 21-22 the procedure will continue to follow updates to current recommendations from NH health agencies.

f. In SY 20-21 and in SY 21-22 the district will not engage in administering diagnostic or screening testing. Local health agencies have effectively supported the need for diagnostic tests in symptomatic school community members.

g. In FY 20-21 The LEA engaged with the local public health network to batch vaccinate our school staff as soon as they became eligible. Staff were encouraged to get vaccinated and provided time and flexibility in order to receive their vaccine. In FY 21-22 if opportunity becomes available to support vaccination access to eligible populations, the LEA will plan to participate.

h. In FY 20-21 the district communicated directly with parents of students who may require additional accommodations, in very few instances were accommodations necessary. In those cases the nurse sought support from parents and primary providers to determine most protective and least restrictive strategies. In FY 21-22 the process will remain the same. The district will regularly communicate with parents to assure appropriate strategies are used.

i. In SY 20-21 the nurse participated in school partners' health update calls regularly. She was in contact with public health for questions and confirmation of procedures, and we working in conjunction with public health to vaccinate staff. The school principal participated with the local health committee and provided updates to the local health officer to be included in her monthly town update. In SY 21-22 the district will continue to participate in collaboration and information sharing opportunities with state and local agencies.

#### Continuity of Services

1. In SY 20-21 the District provided synchronous instruction in core academic areas, and asynchronous practice during any remote periods, and for students who opted to remain fully remote. In addition the district provided remote unified arts classes, and remote interventions through title one, reading specialist, and other related services. Special education services were offered and encouraged in-person during SY 20-21, even during periods when much of the District was fully remote. The District model was optional hybrid (2 days in-person, 3 days remote) or fully remote from September through mid-November. Just before Thanksgiving break, the District shifted to fully remote for all classes. Identified students remained in-person in small cohorts with paraprofessionals to support their remote regular classes while in-person, and access to in-person special education services. In March, the district returned to a hybrid model (4 days per week in person, 1 day remote) and fully remote was still an option. Interventions, paraprofessional support, etc. remained available regardless of selected model. May 3, following April vacation, the District returned to 5 days per week in-person, with fully remote remaining available. In SY 21-22 the District will remain 5 days per week in-person, unless directed to do otherwise by Governor or Department of Education. Remote instruction will only become available at phases with significant community spread. The District will increase instructional personnel and target interventions in order to assist students in increasing progress. Smaller instructional groups will be utilized with increased number of highly qualified

staff providing instruction and interventions. Regular data will be collected and utilized to improve the fit of interventions and increase efficiency. An assessment and data coordinator will assist the staff with implementation of assessment plans and analysis of data.

2. In SY 20-21 Guidance staff provided SEL lessons at various grade levels, most intensively with 7<sup>th</sup> and 8<sup>th</sup> grade when the district was in-person. Guidance staff maintained connection via zoom, or in driveways with their caseload students even in periods of remote learning. They provided online support times to students who were needing extra support and collaborated with many parents to support student needs while at home. They continued to work with students individually or in small groups upon return to school. They responded to teacher and parent requests for support, as well as student initiated requests. The District supplied a dance residency with SEL lessons about resilience and connection, through New Hampshire Dance Institute's School Residency Program. In addition the NHDI year-long program completed an abridged program from January-June with a final theatrical dance show which students in grades 4-8 had the option to participate in on Fridays. Food service provided delivered meals during fully remote periods and offered curbside pick-up for remote students all year. In SY 21-22 the District will renew focus an increase frequency of Choose Love SEL programming in all classrooms with support of the guidance staff. The District will provide training in Zones of Regulation, Responsive Classroom, and Choose Love. The District will continue Student Intervention Team meetings to determine students in need of support. The guidance staff will continue individual and group supports, and will increase outreach to families. The District will again collaborate with NHDI to provide dance residency and offer the year-long dance program. The staff will provide many opportunities for afterschool clubs and teams, in order to foster belonging and connection. The district will work diligently to remain in-person to reduce social isolation and loneliness. The food service staff will continue to offer curbside pick-up of meals for remote students, should the district return to offering remote as an option.
3. In SY 20-21 the District offered much flexibility to staff with respect to the mode of teaching and providing support. Staff were provided remote work if requested. The staff were regularly surveyed to keep track of their needs and concerns. Staff were encouraged to take time for their mental health and were provided with strategies and suggestions for self-care. Flexibility with childcare needs and personal health needs were permitted without requiring documentation. In SY 21-22 the district will provide additional training to staffing mindfulness, and SEL strategies. The district will continue to be responsive to staff needs.

#### Plan Review

1. The District Reopening Implementation Committee will meet at least every six months to formally review the plan. The District COVID 19 Monitoring Team will suggest meetings of the Implementation Team in the event that conditions or guidance changes warrant reconsideration of any plan component.



2. Following any review of the plan, the plan will be presented at the school board meeting with opportunity for public comment, and then posted to the school website and social media for formal feedback opportunities. The plan will be adjusted accordingly after considering relevant feedback.
3. At the time of any regularly scheduled review, the Implementation Team will review all current recommendations from CDC, NH DHHS, and local health agencies to ensure consistency. With any major changes to recommendation by health agencies, the Implementation Team will hold special review meetings to consider the changes in guidance.



# Winchester School District Reopening and Recovery Plan

### **Special Thank You to the ConVal School District**

We would like to acknowledge the work of the ConVal School District Planning and Implementation Team. Their diligence in creating a plan format and their willingness to share a draft. Allowing use as both a model and a source for useable formats and charts, has saved this district's team a tremendous amount of time and effort. We applaud their work and their collaborative spirit.

## **Summary**

In response to the COVID-19 pandemic, and the requirement of the New Hampshire Department of Education through Federal Statute, to have a Reopening Plan for the 2021-2022 school year, the Winchester School District has developed the following school Reopening and Recovery Plan for the 2021-2022 school year. The primary goals of this plan are to outline how the district will work to support sustained in-person learning and appropriate levels of mitigation, as well as to outline efforts to enhance student progress toward grade level expectations following the disruptions to typical learning models in 2020-2021.

The plan has taken into account the feedback from families and staff in previous surveys related to the 2020-2021 school year models and procedures, and the previous reopening plan adopted by the Winchester School Board.

The Reopening and Recovery Plan addresses the needs and challenges anticipated both under current and future public health conditions in the Winchester School community. The District will remain responsive to the guidance of national, state, and local health organizations, as well as the needs of our community. It is the District's intention to remain in an in-person model as long as possible, recognizing that supporting that goal will require different strategies depending on the local pandemic progression.

## **Starting Point**

The expected starting point for the summer 2021 and School Year 2021-2022 is full in-person instruction on campus. This model is operating in the *Blue Phase* (no detectable or minimal community transmission, low mitigation measures, according to CDC K-12 plans for phased prevention), the school building will be open for in-person instruction. The district will assess conditions for school operation periodically. Significant shifts in operating conditions, i.e., those that would warrant a transition from one phase to another, will be communicated to the public by the Principal upon approval by the School Board.

We are looking forward to beginning our year in the fully in-person model, and returning to a more typical sense of the school day. This document will outline our plans based on current guidance from local, state, and national health agencies. It will be reviewed regularly in order to remain current and responsive.

## **Student Cohorts, Routines, and Precautions for School Operation**

Students will remain in grade level cohorts and we will minimize use of common spaces. Cohorts will allow for physical distancing between different segments of the student population. They will minimize the risk of community spread of the coronavirus and help limit the number of students and families that could be affected by the need to quarantine.

In the *Blue Phase*, common precautionary routines will be followed by all students and staff. Precautionary measures include: daily screening protocols, the continued use of Centers of Disease Control (CDC) recommendations and guidelines for schools. Mitigation strategies at the broader level of school operations include, the addition of ionization units for our air handling, increased indoor ventilation, and the continuation of the use of physical distancing.

We are cognizant of the fact that the unpredictable nature of the coronavirus may force us to make adjustments to these plans. As always, we will remain responsive to the needs of individual families and receptive to community feedback in an effort to achieve the best possible student outcomes

## Planning Process

The Reopening Implementation Team met to reflect on current data, experience, and feedback from the 2020-2021 school year and to put together this Reopening and Recovery plan. The team was made up of staff (teaching and guidance), a school administrator, director of facilities, business manager, a school board member, and a community representative.

The work of the Reopening and Recovery Implementation Team is not finished; we are asking for feedback and providing a period for public comment directly to the school principal so that we can adjust if necessary to meet the expectations of the Winchester community. As in the past, this document will need to remain fluid for an evolving situation. The work will continue as we reflect on promising practices, and opportunities for improvements.

### Reopening and Recovery Implementation Team

The Reopening and Recovery Implementation Team was charged with creating a detailed plan, using the Reopening Framework and the 2020-2021 Reopening Plan as guiding documents. These detailed plans provide a clear road map for reopening both in-person learning as well as remote opportunities during the yellow and red phase and at each school.

#### *Implementation Team*

Valerie Carey	Principal	Winchester School
Teresa Taylor	Business Manager	Winchester School
Matt Hill	Director of Facilities	Winchester School
Heather Pelkey	Teacher	Winchester School
Lauren Elliott	Teacher	Winchester School
Bethany LaClaire	Adjustment Counselor	Winchester School
Lindsey Hildreth	School Board Member	Winchester School Board
Blanche Truesdell	Community Member	Ashuelot

### Timeline

Mon., May 24	Initial Allocations for ARP ESSER funds received
Thurs., June 4	Review plan template documents and prepare framework
Tue, June 15	Implementation Team revise plan and format
Thurs., June 17	Public Comment at School Board Meeting (meeting cancelled)
Mon., June 21	Draft Document posted to School webpage & Facebook w/feedback form
Wed., June 23	Initial Plan posted as a Public document



## Community Transmission, Mitigation, and Instructional Modes

The graphic below explains each of the four levels. Decisions to move from one level to another will be based on the review protocol of real-time data by the District Monitoring Team.

No detectable or minimal community transmission	Minimal to moderate community transmission	Substantial, controlled transmission	Substantial uncontrolled transmission
Return to full in-person instruction	Full in-person instruction.	In-person available, remote instruction available.	In-person available unless or until NH DHHS deems that schools should shift to remote. Remote instruction available.
CDC recommends low mitigation	CDC recommends moderate mitigation	CDC recommends significant mitigation	CDC recommends shelter in place

**Daily Protocol with Real-Time Data and Actual Rates**

**The COVID-19 Monitoring Team will meet periodically to review data on:**

1. Staff and/or student cases
2. Check town by town active cases
  - a. Identify as limited (e.g. in a long-term care facility) or
  - b. local (within community)
3. Check regional active cases
4. Check state active cases
5. Predictive information provided in the school partners health information calls.

## **Mitigation Strategies**

### **Home Routines**

Every student will be asked to complete the home screening procedure. The google forms screener will be available on the website and on Facebook, or paper copy may be used prior to entrance.

If students are not cleared to come in the building based on their responses to the home screening procedure, parents shall keep students home and contact their school nurse for further guidance.

### **Home Screening Procedure**

Before leaving home, students and staff will complete the following steps:

- Temperatures need to be taken. If the temperature is 100.0°F or higher, students and staff need to stay home.
- The following questions need to be answered:
  - Are you experiencing any of the following symptoms?
    - Fever and chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue
    - Muscle or body aches
    - Headaches
    - New loss of taste or smell
    - Sore throat, congestion, or runny nose
  - Have you had close contact with someone who is suspected or confirmed to have had COVID-19 in the past 10 days?
  - Have you, during the previous 10 days, traveled internationally or by cruise ship?

If the answer is YES to any of the above questions, students and staff need to stay home and contact the school nurse to self-report their symptoms, close contact, or travel.

- Before leaving home, every student and staff member should wash their hands with soap and water for at least 20 seconds.

The Principal will communicate the screening procedures to parents/guardians and will communicate to all families any updates or changes necessary per CDC and NH DHHS guidance.

### **Travel Routines and Transportation**

Transportation will return to traditional (4) bus routes based on geography with students assigned to seats. Bus schedules will be posted by the bus company. Questions regarding transportation should be directed to the bus company.

In the event that the COVID status and CDC recommendations dictate, the District will shift to a different phase following a recommendation from COVID-19 Monitoring Team and a decision by the School Board. Should the District need to transition into the *Green Phase* or the *Yellow Phase*, in order to minimize the risk of community spread, it will be strongly recommended that family members drive students to and from school.

Masking and physical distancing guidelines related to waiting at bus stops, entering a bus, traveling on a bus, and exiting a bus will follow the recommendations of the CDC and NH DHHS.

### **Arrival Routines**

Students will arrive through designated doors by grade level. All persons awaiting screening will be required to stand in a physically distanced line outside of the building. In the event a student or staff member arrives at school, but is not cleared by the screener:

- Staff members will not be allowed to enter the building and will be encouraged to contact their healthcare provider for further guidance.
- Students will be escorted to COVID-19 accommodation space with school nurse/staff to await parent pickup or dismissal. State law mandates that “[w]hensoever any student exhibits symptoms of contagion or is a hazard to himself or others, he shall be excluded from the classroom and his parents or guardians shall be notified as soon as possible” (see NH RSA 200:39). Parents should contact the student’s healthcare provider for further guidance.
- Person(s) with any new or unexplained COVID-19 symptoms (even if only mild symptoms), those who report close contact with someone suspected or confirmed with COVID-19, or those reporting travel risk factors will not be allowed into the facility.
- Unless fully vaccinated or have previously tested positive for active COVID-19 infection by PCR or antigen testing in the last 90 days, asymptomatic persons reporting close contact with someone suspected or confirmed with COVID-19, or who report one of the travel-related risk factors, will be asked to self-quarantine for 10 days from their last exposure or return from travel.

Upon entering a school building, hand washing or hand sanitizer will be provided.

### **Additional In-School Routines**

- Students will maintain a physical distance of three feet.
- The set-up of classrooms will incorporate individual student learning spaces that allow physical distancing to be maintained.
- Students will eat breakfast in their individual classrooms, a designated indoor space that allows for physical distancing, or in a designated outdoor space.
- Lunch will be served in the cafeteria (depending on the phase). Students will remain in grade level cohorts, and lunch times will be staggered to allow for cleaning between.
- All Visitors will need to follow the protocols established for the school buildings.

Students and staff members will promote and practice frequent hand hygiene by washing hands with soap and water for at least 20 seconds and by using hand sanitizer. At a minimum, hand hygiene is encouraged:

- Before and after meals and snacks
- Before and during meal preparation or service as necessary to prevent cross contamination
- After outside time
- After using the restroom
- After handling any bodily fluid
- Before and after medication administration
- After cleaning up and handling any garbage
- Prior to leaving for home

All students and staff members will follow the most recent guidance from the CDC and NH DHHS regarding the use of face masks while on school grounds. If face masks need to be worn, regularly scheduled mask breaks will be incorporated into the daily schedule.

## **Air Quality Enhancements Made for the 2020-2021 School Year**

Winchester School District did major HVAC upgrades during the summer and fall of 2020. 17 new ERV units (Energy Recovery Ventilation) affecting 17 classrooms and 4 new Unit Ventilators affecting 5 classrooms were installed. These upgrades on 22 classrooms now allow us to meet or exceed the ASHRAE requirements for both air quality and also fresh air exchanges per hour. Bi Polar Ionization was also added to our ductwork to greatly improve indoor air quality.

During July and August 2021, we will continue to upgrade the HVAC system in our District. We are installing 9 ERV's with bipolar Ionization in the 9 remaining elementary school classrooms. 12 Unit Ventilators are also scheduled to be installed in classrooms before school reopens in the fall. This upgrade will allow all of our classrooms in the district to meet or exceed ASHRAE guidelines for indoor air quality. New servers and controls will allow us to fully monitor our HVAC system allowing us to closely monitor our newly upgraded system.

## **Reporting and Communicating Positive Cases of COVID-19**

If a student or staff member tests positive for COVID-19, the individual will need to stay home.

- Contact tracing will be done in cooperation with the NH DPHS and will follow their most updated protocols and procedures.

As per the present Bureau of Infectious Disease Control protocol, administration will notify in writing, via email, and by phone the staff members and families of students who have been identified as close contacts. The sharing of this information, as it pertains to students, is deemed an appropriate exception under the health and safety provisions of the Family Educational Rights and Privacy Act (FERPA). The information that is shared is limited to being a close contact; names of students and staff are not shared.

- Symptom-based criteria are met for coming out of isolation:
  - At least 10 days have passed since symptom onset **and**
  - At least 72 hours have passed since recovery, with recovery being defined as the resolution of fever without the use of fever-reducing medications, **and**
  - Other COVID-19 related symptoms have abated.

Documentation from a primary care physician (PCP) clears the individual to return to work/school.

## **Student and Family Engagement**

### **Support for Students and Families**

Winchester School District will continue to support families with resources to support their students.

- The District will continue offering call-in technology support. Although it is expected that families will use it more during the *Yellow Phase* and *Red Phase*, or if they are home for other reasons, it will continue to be available regardless of phase.
- The District will maintain resources on the [www.wnhsd.org](http://www.wnhsd.org) website for parents.
- Families will have access to social emotional support.
  - The District will increase focus and frequency of our implementation of The Choose Love Movement, SEL program.
  - Our school counselors, social workers, and school psychologists will continue to support their assigned students, and to respond to additional needs as they arise.
  - The District will continue their weekly Student Intervention Team meetings to identify students who may be in need of additional supports.
  - Families are encouraged to reach out to counselling staff or administrators for support as needs arise.
  - The District is committed to expanding its partnership with community agencies and organizations to meet the mental health needs of students and families.
- The District will provide updates to families about efforts to promote social emotional learning for students consistently across the school district.

### **How Families Can Help**

The following suggestions will likely support our efforts to keep local cases low, and keep in-person learning a consistent and positive experience.

- Please do not allow your child to bring personal toys, stuffed animals, etc. to school.
- Know the health symptoms associated with COVID-19 and complete the screening protocol daily in the morning before leaving for school.
- Be prepared to keep your child at home if they or anyone in the family has symptoms of COVID-19 and report this to the school.
- Make sure your child's immunizations are up to date and provide documentation from a doctor if your child is in a high-risk category for COVID-19.
- Practice proper hand washing technique with your child.



- Talk with your child's doctor about the flu vaccine, if your child is over 12 consider vaccination for COVID 19.
- Do not hesitate to contact your child's teacher, principal, school counselor, or school nurse with questions or concerns.
- Please practice grace and kindness. It is important to model positivity and good citizenship.

## **Special Education and Students with Disabilities**

It is the District's position that special education services are best delivered when the student is in-person. We have seen great success in our students who have had opportunity to access their services, and even regular remote instruction, while in-person at school. The District will continue to provide and encourage that option to students with disabilities, unless prohibited by emergency order or specific directives by the State of New Hampshire.

## **Technology and Connectivity**

### **Student Devices**

Students will each be assigned a device in order to prevent sharing. Devices will remain at school during in-person learning and be sent home with the student if it becomes necessary to transition to remote learning.

### **Internet Access**

Should the need arise, the District will work with local cellular vendors to procure cellular hotspots. The hotspots can use a cellular signal to create a WiFi network to which laptops, Chromebooks, and other devices can connect. These devices will be made available to families who have inadequate Internet access at home to support remote learning.

### **Digital Resources**

The District will provide digital resources to staff and families to support training on the technology platforms that are being used with in-person and remote learning. The Technology Committee will seek ongoing feedback from the community to identify technology training needs and provide additional resources and support to address those needs.

## **Phased Approach to Decision Making and Mitigation:**

Explanation of phases and strategies attributed to each phase.

## **Blue Phase: In-Person Instruction**

In an effort to serve all students equitably, and if there continues to be low community transmission, Winchester School will plan to open in the “Blue Phase” for the Fall 2021 reopening. The instructional model in the Blue Phase reflects the traditional school schedule. This model allows students the ability to make personal connections with teachers and peers while helping them to achieve a sense of normalcy by maintaining a predictable schedule.

### **Curriculum/Programming**

- Students will attend school five days a week.
- Students will participate in the Choose Love Movement, SEL curriculum.
- Students will receive instruction in all core subjects:
  - Literacy
  - Math
  - Social Studies
  - Science
- Students will participate daily in What I Need (WIN), a block of time focused on providing students with instruction/intervention that targets their specific areas of need.
- WIN and other interventions will occur.
- Unified Arts will include art, music, library, and physical education.
- Staff and school counselors will support Social Emotional Learning (SEL) instruction through the Choose Love Movement Curriculum and provide additional supports.
- Teachers and students will use Google Classroom during in-person instruction to build familiarity with the tool as well as assign, review, and assess student work as developmentally appropriate.

### **Attendance**

Students are expected to attend in-person instruction per district policy and NH RSA for compulsory education. Parents are expected to call the school to inform the school of a child's illness or absence and to notify the school should the child test positive for COVID 19. Attendance will be taken daily and recorded. Students are expected to be present in person.

### Winchester School Instruction by Phase

Definition	Blue Phase	Green Phase	Yellow Phase	Red Phase
	No detectable or minimal community transmission	Moderate community transmission	Substantial, controlled transmission	Substantial uncontrolled transmission
Curriculum	In-person instruction  Students remain home when sick/absent with no option to remote in. Work will be provided via google classroom or hard copy as needed.	In-person instruction  Students remain home when sick/absent with no option to remote in. Work will be provided via google classroom or hard copy as needed.	In-person instruction.  Remote instruction available at parent option.	In-person instruction (unless directed by emergency order or NH DHHS recommendation-then small cohort services groups only remain in-person).  Remote instruction available at parent option.
Mitigation Levels	CDC recommends low mitigation	CDC recommends moderate mitigation	CDC recommends significant mitigation	CDC recommends shelter in place
Mitigation Strategies	Use of masks based on CDC and NH DHHS recommendations. (Currently anticipated to be only when unable distance).  Hand hygiene encouraged upon arrival, before and after eating, after using the bathroom  Physical Distancing based on CDC and NH DHHS recommendations	Use of masks based on CDC and NH DHHS recommendations  Hand hygiene encouraged upon arrival, before and after eating, after using the bathroom  Physical Distancing based on CDC and NH DHHS recommendations	Use of masks based on CDC and NH DHHS recommendations  Hand hygiene encouraged upon arrival, before and after eating, after using the bathroom  Physical Distancing based on CDC and NH DHHS recommendations	Use of masks based on CDC and NH DHHS recommendations (likely return to masking at all times, unless otherwise indicated)  Hand hygiene encouraged upon arrival, before and after eating, after using the bathroom  Physical Distancing based on CDC and NH DHHS recommendations
Student Grouping	By grade-level	By grade-level	By grade-level	By grade-level
Entrances	Students enter school via predetermined identified entrances.	Students enter school via predetermined identified entrances.	Students enter school via predetermined identified entrances.	Students enter school via predetermined identified entrances.
Student Arrival and	Student screening at school will continue	Student screening at school will continue	Student screening at school will continue	Student screening at school will continue



<b>Screening</b>	<p>based on CDC and NH DHHS recommendations.</p> <p>Students will screen at home and use the google form to enter results before 8:00am daily. Students who do not have screening results will need to be screened at arrival. Students with symptoms will be escorted to the Nurse's annex.</p> <p>Students report directly to their classroom.</p>	<p>based on CDC and NH DHHS recommendations.</p> <p>Students will screen at home and use the google form to enter results before 8:00am daily. Students who do not have screening results will need to be screened at arrival. Students with symptoms will be escorted to the Nurse's annex.</p> <p>Students report directly to their classroom.</p>	<p>based on CDC and NH DHHS recommendations.</p> <p>Students will screen at home and use the google form to enter results before 8:00am daily. Students who do not have screening results will need to be screened at arrival. Students with symptoms will be escorted to the Nurse's annex.</p> <p>Students report directly to their classroom.</p>	<p>based on CDC and NH DHHS recommendations.</p> <p>Students will screen at home and use the google form to enter results before 8:00am daily. Students who do not have screening results will need to be screened at arrival. Students with symptoms will be escorted to the Nurse's annex.</p> <p>Students report directly to their classroom.</p>
<b>Lunch and Recess Routine</b>	<p>Cafeteria Open Eat indoor/outdoor</p> <p>Traditional recess by grade-level cohort</p>	<p>Grab and Go lunch line service.</p> <p>Lunch in classrooms or outdoors as much as possible.</p> <p>Traditional recess by grade-level cohort</p>	<p>Lunch in classrooms or outdoor as much as possible</p> <p>Recess by instructional group</p>	<p>Lunch in classrooms or outdoor as much as possible</p> <p>Recess by instructional group</p>
<b>Bus Routine</b>	<p>Assigned seats on bus</p> <p>Bus routes based on geography.</p>	<p>Encourage parents to drive to and from school</p> <p>Assigned seats on bus</p>	<p>Encourage parents to drive to and from school</p> <p>Assigned seats on bus</p>	<p>Encourage parents to drive to and from school</p> <p>Assigned seats on bus</p>
<b>After School Activities</b>	<p>Extracurricular activities following CDC and NH DHHS guidelines</p>	<p>Extracurricular activities following CDC and NH DHHS guidelines</p>	<p>Extracurricular activities are remote only.</p>	<p>Extracurricular activities are remote only</p>

### **Green Phase: In-Person Instruction at Winchester School**

In the event that our current COVID status and CDC recommendations dictate, the school will shift to the "Green Phase."

The Green instructional model will closely resemble what students would experience in the Blue phase, with additional mitigation strategies in place. Students will attend all classes in person in predetermined groups to assist in potential contact tracing.

**Yellow Phase: In-Person Instruction at Winchester School, remote instruction available**

In the event that our current COVID status and CDC recommendations dictate, the school will shift to the “Yellow Phase.”

In this phase, in-person instruction will continue to be the primary mode. Remote Learning will be available to families who select it. Remote students will be using a variety of platforms, to facilitate interactions with peers and teachers throughout the learning process. Reasonable balance of screen time and asynchronous work with support will be maintained. Attendance will be taken every live session and parents/guardians should call the main office if a student will be out for the day.

**Red Phase: Remote Instruction at Winchester School**

In the event that our current COVID status and CDC recommendations dictate, the schools will shift to the “Red Phase.”

The Red phase allows for continued in-person instruction, remote instruction is available for families who select it. When the district enters this phase, the school community shall prepare for the possibility of a full shift to remote learning.



## **Winchester School Learning Recovery Plans**

1. Increased Focus on Student Wellness
  - a. Social Emotional Learning with renewed focus and increased frequency schoolwide. Guidance Team supports teaching staff in implementation.
  - b. Provide initial and embedded PD beginning summer 2021 and thereafter
    - i. Responsive Classroom
    - ii. Zones of Regulation
    - iii. Choose Love Movement Lessons and Schoolwide themes
    - iv. Restorative Practices
  - c. Provide additional indoor and outdoor options for social connection and physical activity.
  - d. Arts in education activities for creative outlet, connection to SEL curriculum
2. Data and Assessment Coordinator
  - a. The need for support to educators and administrators for consistent progress monitoring and analysis of data has been a high priority need to optimize interventions in recent needs assessments.
  - b. The inclusion of a data coordinator in schoolwide and individual grade level teams at each level of instruction will provide staff and faculty with the support they need to effectively address student needs during instruction and intervention time.
  - c. Consistent, efficient, and research-based progress monitoring tools added to allow tracking of progress on a continuum.
    - i. Aimsweb Plus reading and math
    - ii. Fountas and Pinnell Benchmark Assessment
    - iii. Georgia Numeracy Project
  - d. Professional development to implement assessment tools
    - i. Beginning Fall 2021
    - ii. Provided to all instructional staff
3. Specialized, Research-based intervention targeted to 1<sup>st</sup> graders
  - a. 2021-2022 First graders are coming out of a half-day kindergarten program which was disrupted by periods of remote learning. They represent a specific need for targeted interventions to provide a solid foundation.
  - b. Class sizes are designated to be smaller than average.
  - c. Reading Recovery program will be instituted for intensive 1:1 reading instruction
  - d. Highly qualified, experienced Reading Recovery teacher will undergo update and ongoing training and support


4. Reading and Math Instructional Coaches assist direct instruction
  - a. Reduce group sizes for core instruction by increasing number of qualified educators assigned.
    - i. Include classroom teachers, special educators and instructional coaches in direct core instruction groups
  - b. Increase differentiation and personalization of instruction
    - i. Identify instructional focus and strategies for students
    - ii. Create groups matching educator strength with student needs
5. Summer programming offered in 2021
  - a. July 6-August 5, 4 days per week (M-T-W-TH)
  - b. 8:30am – 11:30qm
  - c. Varied Programs
    - i. Extended School Year (for identified students with IEPs)
    - ii. Content Focused summer camps for elementary (Reading and STEM)
    - iii. Book Club for Middle School
    - iv. Reading Specialist individual supports
6. After School activities for grades 4-8 beginning in SY21-22:
  - a. Student leadership clubs
  - b. Wellness and Mindfulness groups
  - c. Special interest clubs (cooking, crafts, gardening)
  - d. Math Club
  - e. Girls on the Run
7. Summer programming to be offered in 2022
  - a. 4 days per week (MT-W-TH)
  - b. 8:30am – 11:30am
  - c. Varied Programs:
    - i. Extended School Year (for identified students with IEPs)
    - ii. Content Focused summer camps for elementary (Reading and STEM)
    - iii. Book Club for Middle School
    - iv. Reading Specialist individual supports
  - d. Additional offerings based on data, identified recovery needs.
    - i. Increased focus on reading and math
    - ii. Provided by highly-trained teachers or paraprofessionals, who can develop long-term relationships with students

### **Professional Development for School Staff**

1. Summer 2021 Principal and Math Instructional Coach organize priority math standards and identify progressions of understanding to create instructional menus to assess and address student learning gaps at each grade level.
2. August 2021 PD days devoted to presenting and workshopping priority standards and conceptual progressions.
3. Summer and Fall PD devoted to
  - a. Social Emotional Learning- Choose Love program workshop
  - b. Collecting and using student progress data
  - c. Identify areas in need of improvement
4. Embedded Professional Development under the direction of administrators and instructional coach staff will focus on:
  - a. Multiple strategies for delivering engaging instruction
  - b. Supporting Social Emotional Wellness
  - c. Collecting and responding to diagnostic assessment data
  - d. Scaffolding strategies to help students access grade-level curriculum.

**Authorization:**

This Reopening and Recovery Plan for the Winchester School District is hereby authorized by the LEA Superintendent of Schools, SAU94 Winchester.

  
Kenneth R. Dassau, Ed.D.

June 22, 2021