



Covid-19 Preparedness Comprehensive Plan

Ready to Return

Park City School District

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NOTE: Details of this **DRAFT plan are subject to change as directives from governing authorities, health officials or environmental conditions may determine.**

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Background

School districts, like all organizations, have been impacted in numerous ways by the COVID-19 pandemic. Park City School District adjusted quickly and efficiently to the unexpected need to close and transition to emergency remote instruction from March 13 through the end of the 2019/20 school year. Even prior to the school year's end, the District began planning for our safe return to school first for May 2020 and now for August 2020. Planning task force teams were formed, meeting numerous times throughout the spring and early summer to create a plan that will provide the best possible education for students while maintaining safety for students, staff, and the community.

As conditions, medical knowledge, and general knowledge of COVID-19 continue to evolve, so will the actions to keep students and staff safe and healthy in our schools. The elements of this document will be revised and updated as more is learned about COVID-19. Details of this plan are subject to change as directives from governing authorities, health officials or as environmental conditions may determine.

The District established a set of guiding principles to help steer the decision making process for these groups. The work of these groups has deliberately and carefully integrated input of state health guidance, the Utah State Board of Education's (USBE) requirements for a safe return, and findings of countries from around the world to mitigate risk of contagious illness. This plan is the result of countless hours of work of hundreds of individuals, and we thank them, and you, for your involvement, patience, and cooperation with our efforts on behalf of our community's children.

GUIDING PRINCIPLES

- Maintain safety of students and staff following the Utah Department of Health recommendations.
- Provide the highest quality education possible for our students during this global health and economic crisis.
- Provide strong social emotional support.
- Provide equitable learning experiences for all students, which requires an in-person learning option.
- Support educators and equip them for success
- District financial well-being will be considered in decision making to ensure long-term fiscal stability.
- Provide service to our community to assist them in returning to work.
- Provide clear communication to the entire community as we work together to reopen our schools.

DECISION-MAKING PROCESS

BENEFITS OF IN-PERSON LEARNING

In person learning provides the most robust opportunity for high-quality education, social emotional learning, and equitable learning experiences. Therefore, the District has structured its plan to maximize the ability of students to attend school in-person while balancing public health and safety guidelines. However, understanding that many families and staff members have concerns and medical considerations regarding in-person attendance, the District also has committed to offering all families a remote learning option.

BALANCING LEARNING AND PUBLIC HEALTH

At the elementary level, best practices, state guidance, and expert feedback including American Academy of Pediatrics - Utah Chapter, are in agreement that in-person learning is vital for the development of our youngest students. In addition, the elementary setting lends itself to several aspects of social and physical distancing. Students remain in one classroom for most of the day, inherently reducing contact with large groups. We recognize that a large number of elementary families may lack adequate adult supervision for their children under hybrid or staggered options, posing potential risk to our youngest students. With some families electing to opt-in to a remote learning option, that will further reduce the number of students in the buildings. We recognize that Dual Immersion students benefit from an in-person classroom environment. Our aspirational goal, in alignment with USBE guidance, is for a full return to in-person learning.

At the middle and secondary levels, Park City School District is prepared for In-person learning. Dual immersion students benefit from in person, classroom instruction in target language acquisition. In addition, hybrid options hold substantial promise in the event of incidence increases for this age group, given the District's long track record of success in providing online options at the high school level. Childcare concerns are greatly reduced with this population, and students generally have a higher capacity for self-motivated learning. National data, however, strongly suggests that students themselves are most inclined to have a full return to in-person learning.

LIMITATIONS

While we believe this plan represents the best of options under the current circumstances, no option can meet the needs and desires of all of our students, staff members, families, and community. No methods exist to ensure 100% prevention of the spread of COVID-19 in our community, and 100% compliance with social distancing guidelines is impossible in school buildings (and restaurants, gyms, swimming pools, airplanes, camps, and at athletic practices.) While learning will continue, no option will be as robust as the full slate of learning experiences traditionally available to our students. While acknowledging limitations, we do not embrace them as excuses, and we endeavor to provide for health and learning to the greatest extent possible during this pandemic period.

SCHOOL SCHEDULE & STRUCTURE

IN-PERSON LEARNING

ELEMENTARY SCHOOLS

All Park City School District elementary schools will return in the fall for fully in-person, traditional learning. All elementary students will have the option to attend school in-person, for full days, five days a week. Preschool/early childhood students will be able to attend their sessions in person. District consensus is that in-person learning provides not only vital academic and social-emotional benefits for our youngest students, but also provides the greatest opportunity for differentiation of instruction based on student needs and access to special and related services for students with special needs. All students may instead opt for the fully [Remote Learning](#) model.

SECONDARY SCHOOLS

Ecker Hill Middle School, Treasure Mountain Junior High School, and Park City High School will return in the fall for fully in-person, traditional learning on the A/B block schedule model that has been in place in the District pre-Covid19. The A/B block provides students with fewer transition periods during the day and optimizes the ability to offer hybrid learning opportunities. Secondary students at the upper middle/high school levels retain the ability to access Utah Connect classes as well as our many Dual Enrollment offerings. The District is making a substantial investment to outfit classrooms with equipment and software to record live instruction for more robust online learning options. On all days, teachers will teach as normal in the classroom. All students may opt for a fully remote learning model of core and many elective courses. More information on [remote learning](#) is available.

[REMOTE LEARNING OPTION](#)

ALL SCHOOLS

All PCSD students will have the option to select a fully remote learning experience. Enrolled students will be registered for in-person learning and would need to opt-in as outlined in the procedures here: Those opting in will be committing to remote learning for the full grading period (trimester for elementary, quarter for secondary.) Two weeks prior to the end of each term, families may adjust their selection. The remote learning option will closely mirror the in-person classroom experience. The District's remote learning procedures have undergone revision based on feedback and continuous improvement processes undertaken after the remote learning period of Spring 2020. Families will have from July 23 - August 7, 2020 to elect their option for First Term. Once you have registered and enrolled, you will receive class schedule and instructor information. In the event you have additional questions, you may elect to have a principal or counselor contact you the first week of August.

EXPECTATIONS FOR STUDENTS & FAMILIES

The District can and will work to ensure that challenges within our control are met. However, our collective response to the challenges of the COVID-19 pandemic will work only if we all live up to a set of common expectations. Students and the families who care for them must take an active role in protecting the health of themselves, their peers, staff members, and the larger community.

WHEN A STUDENT IS SICK

As always, when a student is sick, they should STAY HOME from school. There are no measures 100% effective against the transmission of viral and bacterial illnesses within a large institutional setting. As has been the case in the past with illnesses such as norovirus and rotavirus, students in school settings may be susceptible to contracting illness if one or more of their peers are infected. With the serious nature of the current Coronavirus, it will be VITAL for families to make the necessary sacrifices to keep students home when exhibiting symptoms:

<ul style="list-style-type: none">● Persistent Cough● Extreme Fatigue● Fever or chills● Headache● Close contact with a person who has COVID-19	<ul style="list-style-type: none">● Measured temperature of 100.4 degrees or higher● Nausea or vomiting● New loss of taste or smell● Shortness of breath or difficulty breathing● Sore throat
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Any student who begins to exhibit symptoms within the school setting should immediately report them to their teacher/staff member and be referred to the school nurse for evaluation in a designated area.

HAND HYGIENE

Students should wash their hands and/or use hand sanitizer as often as possible. All students will receive school-wide instruction on proper hand washing techniques, in addition to frequent reminders from staff. Signage will encourage proper hand hygiene as well. The District will outfit every classroom and frequently visited common areas with hand sanitizer stations for use by students and staff throughout the day, especially after coughing/sneezing/blowing nose, after using the restroom, and anytime returning to the classroom from another location. Research from other countries indicates that hourly handwashing/sanitizing is a highly successful mitigation tactic.

SOCIAL AND PHYSICAL DISTANCING

Classrooms and other spaces within buildings will be configured to maximize the physical space between individuals. In addition, visual reminders such as signage will be in place throughout buildings to reinforce the need for social distance. Use of common spaces will be staggered

when possible to minimize the number of individuals concurrently occupying them. Students will be expected to follow these guidelines and instructions from staff. Students and essential visitors should refrain from unnecessary close contact, including touching hands, displays of affection, etc. All items that need to be dropped off during the day will be left in designated areas in doorway vestibules.

PREVENTATIVE MEDICINE

State mandated physical and immunizations are due by October 15. Flu shots are highly recommended.

COMMUNICATION

Please ensure contact information is correct in the PowerSchool portal. Information will be shared via the District website, email, text, and voice calls.

MASKS/FACE COVERINGS

Guidelines issued by the Utah Department of Health state that all individuals in school buildings, including all public and nonpublic schools that serve students in age 4 through grade 12, must wear face coverings at all times unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Face coverings must be worn at all times in school buildings even when social distancing is maintained. Face coverings do not need to be worn while eating lunch or outside if social distance is maintained.

PCSD understands that families have varying views on the relative benefits of masks for children. Regardless, our Guiding Principle to “maintain safety following Utah Health Department recommendations” make clear that we must set an expectation for students to wear masks under most circumstances. Masks will not need to be worn outside, when eating, during band or physical education classes, which will be held outside whenever possible. Families with medical concerns should submit documentation from their licensed healthcare provider outlining the circumstances that require the student not to wear a mask. Regular additional breaks for fresh air and mask removal while following social distancing outdoors will be scheduled in the morning and afternoon according to each school’s schedule and needs.

Requests to use face shields instead of masks will be evaluated on a case-by-case basis, generally in regard to medical concerns or need for facial visualization for instruction and communication. Updated guidance indicates that face shields alone are not as effective protection against coronavirus and should only be used in situations when other methods of protection are not available.

PCSD will provide each student and staff member with 2 reusable, CDC compliant, anti-microbial fabric gaiter style face coverings. In addition, we will have available child, youth, and adult size disposable face masks. Students and staff members will be allowed

to wear a face covering of their choosing, within the existing standards of dress as outlined in school policy. The District will maintain a supply of disposable face coverings in the event that a staff member, student, or visitor arrives without one for use. After use, the front of the disposable face covering is considered contaminated and should not be touched during removal or replacement.

MEDICAL SELF-SCREENINGS

Students, staff members, and visitors will be required to self-certify that they are free of COVID-19 symptoms when attending school. For students, this may be completed by a parent/guardian prior to the student leaving home for the day. PCSD schools will incorporate “HealthAttend” as our recording system for daily levels of attendance, any emerging trends in student/staff wellness data, and to provide a consistent review of daily symptom checking.

SAFETY EDUCATION

Students and staff members will receive safety education in multiple formats during the first two weeks of school, via an OSHA certified training program, to ensure that all are aware and capable of compliance with health and safety measures in place. Lessons will be reinforced by staff members throughout the year.

RESPECT, PATIENCE AND UNDERSTANDING

All members of the school community are being affected by the current situation in different ways, and all are reacting to those effects in different ways depending on their situations and viewpoints. The District understands and respects diverse circumstances and viewpoints of our families and will continue to act in what it determines to be in the best interest of safety, health and learning. While the District understands that 100% compliance with all standards is impossible, all who engage with our schools will be expected to exhibit respect for each other and for the guidelines. Doing so will require patience and understanding as we all aim to do what is best for our families and community.

EXPECTATIONS FOR STAFF

School staff members are playing a heroic role in continuing their essential and vital roles in educating and caring for our community's young people. In addition, their return to work is vital in enabling our families to return to familiar patterns of work and life. The District values the safety and health of its employees and will make protecting them a priority. To help ensure a safe and healthy workplace, staff members must work diligently to comply with expectations and guidelines in place to limit the spread of illness.

MEDICAL SELF-SCREENING AND STAYING HOME WHEN SICK

Students, staff members and essential visitors will be required to self-certify that they are free of COVID-19 symptoms daily. Self-certification may consist of a push text or email message and a brief checkbox list completed on each day that they will enter a school building. Preferably, this self-check will occur at home prior to leaving in the morning for work. It may also be completed immediately upon arrival.

As always, staff members who are sick must STAY HOME. Under State Order, staff members will be entitled to up to two weeks of leave from work if they are diagnosed with COVID-19 or must care for a close family member who is confirmed positive for COVID-19. Details of these leave days will be communicated by Human Resources. Any staff member who begins to exhibit symptoms within the school setting should immediately report them to their administrator and report to the school nurse for evaluation and isolation within designated areas.

PERSONAL PROTECTIVE EQUIPMENT

Staff members working within buildings will be provided with requisite Personal Protective Equipment (PPE). This will include the provision of two reusable gaiter style face coverings that have CDC approval and are made with anti-microbial fabric. Employees may also wear masks of their own. Masks will be required to be worn by all staff members when inside the building. Face shields may be used in limited circumstances when dictated by medical or other special needs and in conjunction with additional safety measures. Gloves will be provided for those handling shared objects with positions requiring physical contact with students.

MENTAL HEALTH AND COMMUNITY SUPPORTS

The COVID-19 pandemic continues to impose significant mental health impacts on students, staff members, and families. Maintaining strong mental health will be as vital for staff members as maintaining strong physical health. Staff members will be asked to monitor the mental health of themselves and their colleagues, and to reach out for appropriate support. The District's Employee Assistance Program will continue to be available to assist staff with all manners of mental wellness. For assistance in accessing these services, staff members can reach out to Human Resources.

EXPECTATIONS FOR STAFF (Continued)

SAFETY TRAINING

All staff members will be required to complete COVID-19 related training modules, in addition to other required yearly training modules. Additional professional development opportunities regarding the pandemic response and maintaining mental and physical wellness will be provided throughout the year.

Ready to Return 20/21:

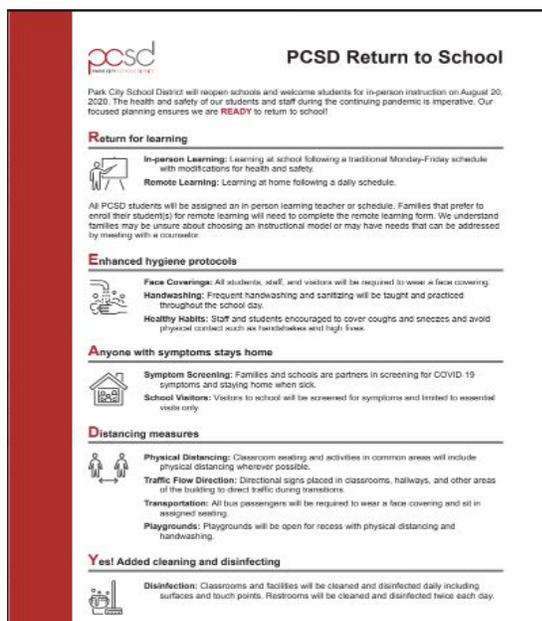
Return for in-person instruction with **remote learning** as an option

Enhanced hygiene protocols

Anyone with symptoms of illness stays home

Distancing measures in place to minimize exposure to contagious illness

Yes! Additional cleaning, sanitizing and disinfection measures are in place



pcsd
Park City School District

PCSD Return to School

Park City School District will reopen schools and welcome students for in-person instruction on August 20, 2020. The health and safety of our students and staff during the continuing pandemic is imperative. Our focused planning ensures we are **READY** to return to school!

Return for learning

In-person Learning: Learning at school following a traditional Monday-Friday schedule with modifications for health and safety.
Remote Learning: Learning at home following a daily schedule.

All PCSD students will be assigned an in-person learning teacher or schedule. Families that prefer to enroll their students for remote learning will need to complete the remote learning form. We understand families may be unsure about choosing an instructional model or may have needs that can be addressed by meeting with a counselor.

Enhanced hygiene protocols

Face Coverings: All students, staff, and visitors will be required to wear a face covering.
Handwashing: Frequent handwashing and sanitizing will be taught and practiced throughout the school day.
Healthy Habits: Staff and students encouraged to cover coughs and sneezes and avoid physical contact such as handshakes and high fives.

Anyone with symptoms stays home

Symptom Screening: Families and schools are partners in screening for COVID-19 symptoms and staying home when sick.
School Visitors: Visitors to school will be screened for symptoms and limited to essential visits only.

Distancing measures

Physical Distancing: Classroom seating and activities in common areas will include physical distancing whenever possible.
Traffic Flow Direction: Directional signs placed in classrooms, hallways, and other areas of the building to direct traffic during transitions.
Transportation: All bus passengers will be required to wear a face covering and sit in assigned seating.
Playgrounds: Playgrounds will be open for recess with physical distancing and handwashing.

Yes! Added cleaning and disinfecting

Disinfection: Classrooms and facilities will be cleaned and disinfected daily including surfaces and touch points. Restrooms will be cleaned and disinfected twice each day.

FACILITIES, CLEANING & SANITATION

[Experts'](#) understanding of the COVID19 virus is constantly evolving. The District will adapt our facilities, cleaning and sanitation practices to comply with the most recent guidelines issued by state and federal public health agencies regarding the reduction of the transmission of illness within our facilities.

SOCIAL AND PHYSICAL DISTANCE IN BUILDINGS

- Classrooms and other spaces within buildings will be configured to maximize the physical space between individuals, with an optimal minimum distance of six feet. Please note that it is not possible to meet these optimal distances in all cases. This measure is enhanced by compliance with face coverings, sneeze guards, plexiglass barriers, and other considerations.
- Visual reminders such as signage will be in place in common areas and hallways throughout buildings to reinforce the need for social distance.
- Lockers and locker rooms may not be available for use.

EARLY LEARNING - PRESCHOOL

- Clearly mark classroom areas to show where to sit, stand or line-up for maximum spacing.
- Students will remain with the same classroom group throughout the day, and services will take place in the classroom when feasible.
- Scheduled/coordinated restroom and handwashing breaks throughout the day.
- Scheduled/coordinated recess by classroom to minimize student mixing.

ELEMENTARY CLASSROOMS

- Arrange seating to maximize social distancing, and face the same direction as is feasible.
- Flexible seating arrangements are temporarily suspended.
- Clearly mark common areas and tables to show where to sit, stand or line up for maximum spacing.
- Students will remain with the same classroom group throughout the day when possible.
- Teachers will likely rotate into classrooms, rather than students rotating into different classrooms.
- Schedule/coordinate restroom, handwashing, and outdoor mask breaks throughout the day.
- Schedule/coordinate breaks or recess by grade level to minimize mixing student groups.
- Do not share school supplies between students or staff. If materials are shared, disinfect between uses.

MIDDLE SCHOOL CLASSROOMS

- Arrange seating to maximize social distancing, and face the same direction as feasible.
- Flexible seating is temporarily discontinued.
- Clearly mark common areas and tables to show where to sit, stand or line-up for maximum spacing.
- Students will remain with the same classroom cohort group throughout the day when possible.
- Teachers will rotate into classrooms, rather than students rotating into different classrooms when possible.
- Schedule/coordinate restroom, handwashing, and outdoor mask breaks throughout the day.
- Schedule/coordinate breaks by grade level to minimize mixing student groups.
- Do not share school supplies between students or staff.

JUNIOR HIGH/HIGH SCHOOL CLASSROOMS

- Arrange seating to maximize social distancing, and face the same direction as feasible.
- Flexible seating is temporarily discontinued.
- Clearly mark common areas and tables to show where to sit, stand or line-up for maximum spacing.
- Stagger transition times and review schedules.
- Schedule/coordinate activities by grade level to minimize student mixing.
- Schedule/coordinate restroom, handwashing, and outdoor mask breaks throughout the day.
- Schedule/coordinate breaks by grade level to minimize mixing student groups.
- Do not share school supplies between students or staff.

FACILITIES, CLEANING & SANITATION (Continued)

CLEANING, SANITATION AND FACILITIES ENHANCEMENTS

- The District has expanded its agreements with our custodial services provider to implement CDC-recommended cleaning practices on high-touch surfaces daily.
- Sanitation efforts will use certified EPA products on all high-touch surfaces.
- All buildings will be sanitized using an electrostatic disinfectant machine nightly.
- Sanitation, hygiene and PPE supplies will be ordered and stockpiled for employee access.
- Restrooms, hallways, cafeterias, and high touch common areas will be cleaned throughout the day. Use of materials and objects that are not easily cleaned will be restricted.
- Increased fresh air in buildings via optimized HVAC system refresh rate and open windows when possible.
- Buses will be disinfected during the day, in between runs and between morning and afternoon routes.
- Interior doors will be left open when possible for increased airflow in school buildings.
- Hand sanitizer stations are installed in all classrooms and common areas.
- Wellness room set up in each school.
- Entrance and exit patterns will be marked for morning arrival and afternoon departure.
- Traditional school desks shall be used as much as possible and configured to maximize social distance.
- Sneeze guards and screens will be added in select areas.
- Common areas such as cafeterias will have seating and tables spread to maximize social distancing.
- All staff members are empowered to report areas of concern within buildings for additional attention.

RESTROOMS AND WATER FOUNTAINS

- High touch surfaces will be disinfected and wiped down throughout the day.
- Touchless water bottle fillers are recommended for use rather than shared fountains.
- Restroom breaks will be scheduled as appropriate with frequent cleaning of high touch surfaces.
- Installation of touchless faucets and flushers minimize some of the need to touch sinks, etc.
- Social and physical distance encouraged in restrooms.
- Restrooms will continue to be cleaned in accordance with CDC guidelines for prevention of illness.
- Importance of handwashing and sanitizing after restroom use will be reinforced continually.

MEDICAL & PUBLIC HEALTH PROCEDURE

Schools throughout the county are working to address perhaps the greatest challenge to instruction and operations in recent memory. While PCSD is relatively well equipped to deal with many aspects of this challenge, we will continue to rely on the expertise and professional guidance of state and county public health agencies. In all cases, the District will work closely with the Summit County Health Department to guide our response to specific situations and developments in the larger COVID-19 pandemic. Protocols published by the Utah School Nurses Association and the updated CDC Guidance (updated 7/17/20) will be followed.

Protocols for Screening and Related Actions for Parents & Guardians

Daily Parent & Employee Screening Measures

A staff member or student should be excluded from attending school if they *test positive for COVID-19 or exhibit **one or more of symptoms** of COVID-19 based on CDC Guidance that is not otherwise explained:

<ul style="list-style-type: none">● Fever of 100.4 F or greater● Cough● Shortness of breath or difficulty breathing● Chills● Repeated shaking with chills● Nausea or vomiting● Fatigue	<ul style="list-style-type: none">● Diarrhea● Muscle Pain● Headache● Sore throat● New loss of taste or smell● Congestion or runny nose
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***Parent or guardian must notify the school immediately of any positive test results of COVID-19 or contagious illness.**

***Employees must notify the Human Resources department immediately of any positive test results related to COVID-19 or contagious illness.**

Return to School After Exhibiting One Symptom and No COVID-19 Test

A student or staff member may return to school after exhibiting one of the symptoms listed above and **not** having had a COVID-19 test if:

- At least 10 calendar days have passed since your symptom first appeared
- They have had no fever for at least 24 hours without fever reducing medicine (1 full day, as of 7/17/2020)
- Other symptom has improved or resolved
- Parent/guardian or staff member has completed an [affirmation form](#) for return to school indicating the student's symptoms have resolved

Return to School After Exhibiting One Symptom and Testing Negative for COVID-19

A student or staff member may return to school after exhibiting one of the symptoms above and testing negative for COVID-19 if:

- The parent or guardian or employee completes the directive to notify the school or HR department **immediately** of any test results
- They have had no fever for at least 24 hours without the aid of fever reducing medicine (one full day)
- Parent/guardian or staff member have completed an [affirmation form](#) for return to school

Return to School After Exhibiting One Symptom and Testing Positive for COVID-19

A student or staff member may return to school after exhibiting one of the symptoms listed above and testing positive for COVID-19 if:

- The parent/guardian or employee completes the mandate to notify the school immediately of any test results
- The individual has received two negative tests at least 24 hours apart
- At least 10 calendar days have passed since your symptoms first appeared
- They have had no fever for at least 24 hours without fever reducing medicine (as of 7/17/2020.)
- Other symptoms have improved or resolved (for example when your cough or shortness of breath have improved)
- Parent/guardian or staff member has completed an [affirmation form](#) for return to school

Return to School After Having No Symptoms and Testing Positive for COVID-19

(Asymptomatic cases)

Students or staff who have not had symptoms but test positive for COVID-19 may return when:

- They have gone ten calendar days from the day the test was taken without symptoms
- They have a documented release by a healthcare provider or the Summit County Health Department to “release from isolation, or quarantine.”
- Parent/guardian or staff member has completed an [affirmation form](#) for return to school
- Negative test result of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected more than 24 hours apart. (CDC)

If Someone in Your Home Has Symptoms or is Being Tested for COVID-19

Student or staff member should remain home for 72 hours if someone in the household has COVID-19 symptoms or is being tested for COVID-19. A student or staff member may return to school if:

- After the 72 hour period they are symptom free
- Test results for the household member are negative
- Parent/guardian or staff member has completed an [affirmation form](#) for return to school

If Someone in Your Home Has Tested Positive for COVID-19

If an individual in one's home has contracted COVID-19 or is quarantined because of COVID-19, those in the household should also stay home for a minimum of 14 days. It is recommended that a Covid test is administered after day 7. A student or staff member may return to school if:

- After 14 days they have remained symptom free
- They have a documented release by a healthcare provider or the Summit County Health Department to "release from isolation or quarantine."
- Parent/guardian or staff member has completed an [affirmation form](#) for return to school

As of July 17, 2020, the CDC also recommends that options for those under isolation can include both a 1) time-based strategy, and 2) test-based strategy. May discontinue isolation after:

- At least 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms.
- With symptoms, symptom-based or test-based strategy should be used.
- It is possible that the duration of viral shedding could be longer or shorter than the 10 days after the first positive test result.

RESPONSE TO SUSPECTED OR CONFIRMED CASES

1. A student or staff member exhibiting symptoms of COVID-19 will be referred immediately to the school nurse for evaluation. While under evaluation, the individual will be placed in a designated illness room.
2. For all confirmed or suspected cases, Summit County Health Department (SCHD) will be consulted by the school nurse.
3. The District will implement SCHD recommendations on a case-by-case basis. Potential response includes: temporary relocation of classroom to deep clean/sanitize, temporary isolation/quarantine at home of specific individuals as determined through contract tracing and SCHD recommendations, temporary

closing of the classroom - move to hybrid learning model, or temporary closing of the school.

4. Information about cases will be communicated to the appropriate group of families in accordance with SCHD recommendations and applicable health information and student records laws.

SCHOOL RE-CLOSURE PLAN

If confirmed cases occur within the student body, staff, or community, public health recommendations may dictate a temporary reclosure of a school building for cleaning, disinfection, and/or until contact tracing is complete. The District will follow recommendations from the SCHD, Utah Health Department, and the Center for Disease Control regarding potential closures. In the event of a closure, families affected will be notified, and students and staff members of that building will not be allowed to attend school during the period of the closure.

MONITORING INCIDENTS

Addressing COVID-19 Incidence in Park City School District

The status of incidence will be determined by the Summit County Health Department or the Utah State Department of Health

Level of Incidence

Substantial Incidence	Minimal to Moderate	Low to NO Incidence
<i>Substantial incidence/cases impacting school as determined by the Summit County Health Department/Utah Department of Public Health</i>	<i>Known incidence/cases impacting school as determined by the Summit County Health Department</i>	<i>No known active cases impacting school as determined by the Summit County Health Department</i>

Instructional Model in Response to Level of Incidence

Substantial Incidence	Minimal to Moderate	Low to NO Incidence
Facilities closed until approved to re-open by Summit Co Health Department or Utah Department of Health	Traditional school schedule, Hybrid Remote Model based on incidences Or	Traditional school schedule (return to in person learning) Or

All move to Remote Learning protocols	<u>Remote learning option</u> available for students/families who do not feel comfortable returning to the traditional in person school schedule	<u>Remote learning option</u> available for students/families that do not feel comfortable returning to the traditional in person school schedule
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ADDITIONAL TOPICS & FAQ

TRANSPORTATION

Buses will operate at an ideal capacity of 2 students per seat with the possibility of three to a seat if students are related. With some families opting for remote learning and additional families choosing to transport their children to and from school daily, the District expects that existing transportation resources will be sufficient to accommodate needs for the year.

- Families of students attending in-person, but not requiring bus transportation will be asked to “opt out” as will our families who are choosing to participate in remote learning. Requests to return to bus ridership may be submitted each marking period or term.
- Seating charts and optimized routes will be used to maximize social distancing on buses.
- Buses will be cleaned between runs as well as between the morning and afternoon routes, in addition to nightly sanitization.
- Drop-off and loading of students will be staggered by time and location to limit the number of students entering or exiting the building in the same location at the same time.
- Masks or face coverings will be required while riding the bus.
- Drivers will have N95 masks as protective personal equipment.

FOOD SERVICES

Food services staff will continue to operate with prevailing food sanitation and safety practices and will receive additional training on COVID-19 illness prevention.

- Menus will be limited and items optimized for pre-wrapped or grab-and-go to decrease the amount of time students are in line and to decrease person-to-person contact. No buffet-style service will be offered.
- Lunch schedules will be staggered according to the schedules of each school to limit the number of students concurrently occupying common areas.
- As needed, students may eat lunch in spaces other than the cafeteria to maintain social distancing. Potential spaces will vary by school but may include outdoor spaces, gymnasiums, common areas, unoccupied classrooms, and elementary school homerooms.
- Areas used for dining will be regularly cleaned between and after seatings using EPA-rated products.
- Curbside meal pick-up will be available at schools for free and reduced-price meal eligible families participating in remote learning.

SPECIALS CLASSES (Music, Band, Choir, Technology, Art, Library, PE)

At the elementary level, opportunities for student learning in the specials classes of Music, Art,

PE, Library and Coding will continue to occur. Modified curriculum and routines will be adjusted based on guidance such as information from the National Association of Music Teachers or USBE guidance, as needed. Modifications may include meeting in small groups to limit the number of concurrent participants in one space, and meeting in alternate locations inside or outside the building.

-Band and Choir will continue to meet with alterations in scheduling and grouping to limit the number of concurrent occupants in one space. Modifications may include meeting outdoors, in small groups, utilizing breakout rooms for subsets of students, and virtual whole-group performances.

-Other class activities such as Library, STEM or Coding will continue to be offered with modifications to limit the use of shared objects and number of concurrent occupants in one space. Class activities may be offered in elementary home classrooms rather than students traveling to a dedicated space to minimize hallway transitions.

-Physical Education (PE) remains a vital part of student education and wellness at all grade levels. Curriculum will be modified to maximize social distancing. Class will be held outdoors when possible, and may be offered on an alternative schedule dividing whole classes into separate activities. Virtual or other modified activities may be offered as needed.

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Athletics and extracurricular activities will follow the Utah High School Athletics Association and Utah Leads Together v4.8 or most current guidance for social distancing, appropriate use of PPE, limiting the number of individuals in one space, and cleaning and disinfecting to prevent the spread of COVID-19.

MENTAL HEALTH AND SOCIAL-EMOTIONAL LEARNING

The mental and emotional wellbeing of students and staff members will be monitored. Training will be provided to staff to increase awareness of the potential mental health impacts of COVID-19. Access to school counselors and supports is readily available and will be communicated to families and students. Social-emotional learning lessons will be regularly provided to all students in both in-school and Remote Learning settings.

SPECIAL EDUCATION SERVICES

The COVID-19 pandemic has strongly affected many of our special needs students and families. The PCSD Special Education Department continues to work to amend and adapt all student Individualized Education Programs (IEP) as needed to reflect the impacts of the pandemic. All Individuals with Disabilities Education Act (IDEA) and Section 504 eligibility and timelines remain in effect.

-Classes will have the opportunity to meet in-person every day

-Students receiving special education supports will follow appropriate schedules determined by the IEP and the IEP team.

-Medically fragile students, those who experience sensory issues, or who have other conditions requiring individual accommodations may be exempt from requirements such as wearing

masks. Such cases will be evaluated on an individual basis by the School Nurse/Special Education Department.

-At all levels, provision of services may require movement of students and staff members across multiple classroom environments. Routines and schedules will be adjusted based on USBE guidance as needed.

MULTILINGUAL SERVICES

PCSD will continue to support students' continuity of learning and the diverse needs of English and Multilingual learners. We will continue to provide appropriate instruction and support to all students with English language acquisition needs; this requirement applies as well to those students for whom a formal identification process was not conducted due to COVID-19 pandemic school closures and have not yet been formally identified as ELs, but who may benefit from such support.

DRIVER EDUCATION

Driver education behind-the-wheel instruction has been ongoing throughout the summer and will continue during the school year following guidelines for personal protection and sanitization according to the Utah Leads Together Guidelines.

PLAYGROUNDS

Playground equipment may be closed for student use depending on guidance received throughout the year. If playground equipment is closed, areas will be marked off and inaccessible for students. If playground equipment is opened, it will be disinfected daily. We anticipate that a gradual release of responsibility based on student age may be employed with open/close playset use. Preschool students have their own equipment which will be frequently sanitized.

VOLUNTEERS AND VISITORS

The in-school volunteer program is suspended until further notice. All essential visitors will be subject to health screening and compliance with mask, social distancing, and hygiene guidelines.

REMOTE LEARNING



Families have the option for students to participate in remote learning instead of returning to school in person.

To enroll for remote learning families must complete this form ([link](#)).

WHAT IS REMOTE LEARNING?

REMOTE LEARNING

Remote Learning occurs when the student and the educator are not physically present in a traditional classroom environment. Learning is conducted asynchronously through technology (i.e. electronic assignments, discussion boards, and online assessments).



HOW IT WILL WORK

Remote learning students will complete their work and interact with teachers using a schedule similar to in-person learning.

GRADES K - 5

Instruction for students in grades K-5 will focus on Utah Core Curriculum Standards for reading, writing, mathematics, and science with supplemental support in other curricular areas. Instruction will be provided by PCSD teachers.



GRADES 6 - 12

Instruction for students in grades 6-12 will include all required Utah Core Curriculum Courses and many elective courses. Instruction will be provided by a combination of PCSD teachers and Utah Students Connect Teachers. Utah Students Connect has long been Park City School District's option for students wanting to take online courses.



REMOTE LEARNING PLAN

All PCSD families who are registered for the 20/21 school year, will be enrolled as in-person learning, unless parents elect to opt-in to the remote learning option from July 23 - August 7, 2020. Elections can shift with each marking period. Email reminders will be sent two weeks prior to the end of the marking period. The District's plan has been revised based on feedback and continuous improvement processes undertaken after the emergency distance learning period of Spring 2020. Highlights of the plan are included to assist families in the decision-making process.

REMOTE LEARNING HIGHLIGHTS

- For all grade levels, students in Remote Learning will have a structured daily schedule. The schedule will vary based on the student's grade level, but will largely mirror the traditional in-person daily schedule.
- For all grade levels, Remote Learning will include a significant amount of synchronous instruction, meaning teachers will deliver "live" via GoogleMeets for a portion of the learning day.
- For all grade levels, students will have the opportunity to interact live with their teacher.
- For all grade levels, will follow grading and attendance protocols.
- At the elementary level, most Remote Learning students will be taught by a dedicated Remote Learning teacher. 100 PCSD teachers enrolled in an improving online learning course this summer.
- Note: Switching into or from Remote Learning likely will result in placement with a different teacher.
- When possible, Remote Learning teachers will teach from on-site classrooms outfitted with full access to instructional tools and technology.
- At the middle and high school levels, students will continue to learn from different teachers for different classes.
- The remote learning option will be available for all district students as an opt-in.

HYBRID LEARNING

Students and Staff will participate in a hybrid model of in-person and remote instruction and learning based on illness or absence from the classroom. As long as the staff member or student who may be isolating at home but feeling healthy, there will be an opportunity to access instruction thereby continuing learning, but from home. On all days, teachers, as long as they are healthy, will teach as normal in traditional classrooms, but hybrid remote learners will be able to access learning materials from the Seesaw or Canvas learning management system.

COMMUNICATION

COMMUNICATION METHODS

Throughout the 20/21 school year, Park City School District will utilize the following communication methods to keep stakeholders up to date on changes regarding all protocols:

- Park City School District Website (www.pcschools.us)
- Email, text, and voice alerts (SwiftK12)

Please ensure email addresses and phone numbers are correct in Powerschool and K12 Swift. For instructions on checking and updating your contact information, email: communication@pcschools.us

QUICK CONTACTS

Who do I contact if...

I have a question about Remote Learning:

Enrollment is July 23 - August 7. If you have a question, register for in-person, and check the box on the opt-in form for a principal or counselor to contact you.

My student tests positive for COVID-19:

Please contact your School Nurse or Attendance/Main Line.

I am a staff member who tests positive for COVID-19:

Veronica Claridge, Human Resources - vclaridge@pcschools.us

I have questions about transportation:

Transportation Department -

My student needs tech support for Remote Learning:

Help Desk or Self-Service ticket submission. First point of contact is teacher. The teacher can elevate technology issues to the next level of support.

I have a specific question about reopening that is not addressed in this guide:

Please email communication@pcschools.us or Superintendent: jgildea@pcschools.us and we will work to answer your question as quickly as possible.

We thank you for your patience in this process.



OVERVIEW OF CORONAVIRUS DISEASE (COVID-19)

KEY FACTS According to [Johns Hopkins](#):

- Coronavirus Disease 2019 (COVID-19) is the disease caused by the new coronavirus.
- COVID-19 first appeared in China in December 2019.
- Symptoms include cough, fever, and shortness of breath; the virus can be spread from person-to-person. Some cases have resulted in death.
- COVID-19 is diagnosed via a laboratory test. There is no coronavirus vaccine yet.
- Prevention includes frequent and thorough handwashing, coughing into a tissue or the bend of your elbow, and staying home if you are ill.

CDC GUIDELINES According to the [CDC](#), districts and schools should take the following steps (verbatim): At all times...

- Encourage your staff or community members to protect their personal health;
- Post the signs and symptoms of COVID-19: fever, cough, shortness of breath;
- Encourage people to stay home when sick;
- Clean surfaces that are frequently touched – things such as shared desks, countertops, kitchen areas, electronics, and doorknobs;
- Limit events and meetings that require close contact;
- Stay up to date on developments in your community;
- Create an emergency plan for possible outbreak; and
- Assess if community members are at higher risk and plan accordingly. During an outbreak in your area:
 - Send home or separate anyone who becomes sick;
 - If you identify a case, inform people who might have been exposed;
 - Continue to safely clean and disinfect the person's area;
 - Connect with your local health departments;
 - Cancel large meetings or events; and
 - Put your infectious disease outbreak plan into action.

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RESOURCES

AEI - Blueprint for Back To School

<https://www.aei.org/wp-content/uploads/2020/05/A-Blueprint-for-Back-to-School-One-Pager.pdf>

American Academy of Pediatrics

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

American Assoc of School Administrators

http://aasacentral.org/guidelines-for-reopening-schools/p1_action-steps/

<http://aasacentral.org/wp-content/uploads/2020/06/AASA-COVID-19-Recovery-Task-Force-Guiding-Principals-and-Action-Steps-for-Reopening-Schools.pdf>

The Atlantic - 8 Steps to Reopen Schools

https://www.theatlantic.com/ideas/archive/2020/07/eight-steps-reopen-schools/613939/?fbclid=IwAR3AF8o32FOcWwHh76601sbPbN6mOegvZBmkZ-7rFcPxlzm5sp_Ir2GAdEk

Center for Disease Control and Prevention

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.htm>

Childrens Research Hospital - Colorado

<https://www.childrenscolorado.org/49eee6/globalassets/community/reopening-schools-during-covid19.pdf>

Design Thinking for Educators

<https://1ff0468933cb72301e2b-43a5badbf472eb02814bc3b816e38c31.ssl.cf5.rackcdn.com/Design%20Thinking%20for%20Educators%20Toolkit.pdf>

Education Elements - Facilitation Guide

<https://www.edelements.com/blog/amid-coronavirus-concerns-planning-for-virtual-learning-when-schools-close>

Learning Policy Institute (International Lens)

<https://learningpolicyinstitute.org/product/reopening-schools-covid-19-brief>

Mass General - Medicine, Infectious Diseases

https://www.massgeneral.org/assets/MGH/pdf/medicine/infectious-diseases/COVID-19%20School%20and%20Community%20Resource%20Library_July%206%202020.pdf?fbclid=IwAR26K78-o4Giubsr8_4c9EoYsorDp8S5QPFYeFvoUMXuI5c8UFn4OpDMCX8

O'Leary & Bakersfield

<https://chartingpediatrics.libsyn.com/covid-19-school-re-entry-guidance-with-sean-oleary-md-and-heidi-baskfield-jd-s3e59>

National Academy of Science, Engineering, & Medicine

<https://www.nap.edu/read/25858/chapter/1>

National Association for Music Education

<https://nafme.org/covid-19/>

Sheninger, Eric - 8 Key Focus Areas

<http://esheninger.blogspot.com/2020/05/8-key-focus-areas-for-developing-re.html>

Science Magazine

<https://www.sciencemag.org/news/2020/07/school-openings-across-globe-suggest-ways-keep-coronavirus-bay-despite-outbreaks>

Summit County Health Department

<https://summitcountyhealth.org/coronavirus/>

Utah Educator Association

http://myuea.org/sites/utahedu/Uploads/files/IssuesAndAction/COVID19/UEA%20Recommendations%20to%20Governor%20on%20School%20Reopening_June2020.pdf

Utah High School Activities Athletic Association

<https://www.uhsaa.org/>

Utah Parent Center

<https://utahparentcenter.org/covid-19-resources-to-stay-healthy/>

Utah School Nurse Association - Guidelines for School Re-Opening

https://a7307de9-8af0-46a8-9007-42fb00d17c90.filesusr.com/ugd/54bb38_68b9b8811b4e4187a293ce869fbed24c.pdf

Utah State Board of Education - Return To School Guidelines

<https://schools.utah.gov/coronavirus>

Conclusion



Preparing for the return to in-person learning has been a challenging process resulting in new health and safety actions for all. Understanding and collaboration in deploying the actions described in the plan are necessary to achieve the goal of good health and safety in our schools during this pandemic.

The return to school plan also includes the opportunity for [remote learning](#) experience for those who choose to participate from home. It is our intent to accommodate Park City School District students, staff and families as much as possible until a complete return to school is achieved.

The return to in-person learning after the impact of COVID-19 is a new experience for all of us. Working together to implement health and safety protocols will result in the environment for teaching, learning, and development of relationships critical to our community.