



# Colonial School District

## ARP ESSER Health and Safety Plan

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;

Colonial School District plans for the safe return to traditional in-person instruction five days per week for the 2021-2022 school year. The district reviews guidance from the CDC, the Pennsylvania Department of Health, and the Montgomery County Office of Public Health (MCOPH) in its preparation for the opening of school. The district was open for five days of in-person learning from April through June in the 2020-2021 school year. **In 2021-2022, the CSD administration's goal is to minimize the disruptions to**

**five days of in-person instruction by providing a layered approach to limit the transmission of COVID-19 and its variants.**

CSD implements social distancing (three to six feet to the greatest extent possible) for students and staff. The district will continue this practice during the 2021-2022 school year. CSD emphasizes the importance of good hygiene, including frequent hand-washing throughout the day. CSD has placed hand sanitizer dispensers in each classroom in the district and supplied faculty and staff with disinfect wipes in each school.

**CSD continues to follow the guidance of the MCOPH, the Pennsylvania Department of Health/Governor's Office, and the CDC when it comes to masking. The CDC and MCOPH recommend universal masking for all students, staff and visitors. CSD will continue to require masking when the District's rates for COVID-19 transmission are substantial or high. Should transmission rates fall into low or moderate categories for two weeks, masks will be recommended instead of required.**

Masks will continue to be required on buses, per the CDC federal order from January 2021.

CSD will continue its close work with MCOPH when a positive COVID-19 case is identified. Close contacts are immediately identified. If the close contact is not vaccinated, students and/or staff may be required to isolate to prevent further spread of the virus. **However, the MCOPH currently provides an exception in school settings. "In the K-12 indoor classroom setting only, the close contact definition excludes students who were within 3 to 6 feet of an infected student where both students were engaged in consistent and correct use of well-fitting masks.** Regardless, parents will be notified and the district will maintain a comprehensive record of all cases as it did 2020-2021.

**Masks will be recommended, but not required for students and staff when outdoors during recess and physical education classes. Building principals will assign students in cohorts during recess if necessary in order to prevent large gatherings of students and help with efficient contact tracing as was done in 2020-2021.**

CSD communicates regularly with the Colonial community regarding the most recent CDC and MCOPH guidelines. This communication happens through direct emails to the community, monthly Board meeting updates, and via the COVID-19 hub on the district website. Additionally, the building principals and school nurses communicate with families directly regarding possible COVID-19 cases.

All HVAC systems have been and continue to be checked and maintained for proper operation daily. Filters have been upgraded to MERV 13 units and are inspected/changed monthly. All HVAC systems will continue running for prolonged periods of time in order to flush/clean the air in every building after buildings are unoccupied in accordance with the EPA Tools for Schools IAQ recommendations.

All areas are cleaned and disinfected daily, including all hard surfaces, which include (but not limited to) desks, chairs, teacher workspaces, railings, door handles and all other high-touch areas. In the cafeteria, tables and chairs are cleaned and disinfected in between each lunch period, as well as all equipment, counters, and serving lines. Daily misting disinfecting takes place in classrooms and common areas. All cleaning and disinfecting products are EPA-approved and part of the EPA Tools for Schools IAQ program. Our custodial staff has been trained and certified in the Spartan Clean-Check program for proper cleaning/disinfecting procedures.

2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

Colonial School District will continue to adapt educational models to meet the needs of the students as appropriate. Multiple summer learning opportunities have been offered to students at the elementary, middle and high school levels. Summer programming includes virtual and in-person options. The return to full in-person learning in August will provide our staff with access and connection to students who may not have been able to access all supports and services in the virtual/hybrid models used during the 2020-2021 school year. The Montgomery Virtual Program will provide families that need to remain virtual a quality education while maintaining status as a Colonial School District student. Technology will continue to allow in-person students the chance to remain connected with teachers, classmates and assignments if quarantined.

The social, emotional and mental health of both staff and students will continue to be monitored by school health providers, counselors, community counselors, mental health specialists, and the home and school visitor/social worker. Professional development opportunities in August will focus on SEL/Wellness tools as well as prevention and intervention strategies used to support students and staff transitioning back from the 2020-2021 school year. Morning meetings, class meetings, bonus blocks, and activity times will provide additional ways for students and teachers to discuss challenges or concerns. Should families want information or need additional support outside of the school, the district has teams in place in each building to help connect families with existing resources within the community.

CSD offers an employer-sponsored employee assistance plan (EAP) through Penn Behavioral Health with the University of Pennsylvania. EAP is a work-based intervention program designed to identify and assist employees and their families in resolving personal problems that may be adversely affecting their performance at work, such as marital, financial or emotional problems; family issues; or substance or alcohol abuse. The EAP is free to employees and their families and strictly confidential.

During the pandemic-related school closures, the CSD Food Service Department developed a curbside service to provide free weekly meals to all school-aged children. In addition to meals prepared by cafeteria staff, CSD participated in the “Farmers to Families Food Box” program offered by USDA, and provided items such as milk, fresh produce, and cheese. In an effort to reach all families in need, CSD partnered with the Colonial Neighborhood Council to operate a satellite meal distribution center. In cases where families were still unable to utilize the meal distribution centers, home delivery arrangements were made.

When students were reintroduced to school via the hybrid model, initiatives were taken to continue addressing food insecurity. Take-home meals were packaged and provided to students for offsite consumption on their virtual learning days. Students in school were also able to pick up breakfast from kiosks in various locations outside of the cafeteria, such as hallways and gyms, so social distancing could effectively be maintained during breakfast service.

The CSD Food Service Department proudly provided a total of 363,617 meals and more than 33,000 pounds of food via the Farmers to Families boxes since the pandemic began.

CSD’s free curbside meal service continues throughout the summer months, seamlessly bridging the gap between the end of one school year and the start of another. CSD plans to continue offering free meals for students through the entirety of the 2021-2022 school year to ensure food insecurity is appropriately addressed in our community.

3. How the LEA 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 policy 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 State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

# Health and Safety Plan Summary: Colonial School District

Initial Effective Date: July 16, 2021; Revised Effective Date: August 10, 2021

Date of Last Review: Jan. 20, 2022

Date of Last Revision: Jan. 20, 2022

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?
2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?
3. Use the table below to explain how the LEA 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 policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. <b>Universal and correct wearing of <a href="#">masks</a>;</b></p>	<p><b>CSD shall recommend masking while indoors for all students and staff when the District's COVID-19 transmission rates are low or moderate for two consecutive weeks. The District shall require masking if the transmission levels return to substantial or high transmission for one week..</b></p> <p><b>Masking will not be required for outdoor activities including recess, physical education classes and outdoor athletic competitions</b></p> <p><b>During lunch students and staff may remove masks. The district has identified additional space in each school in order to provide social distancing of 6 feet during lunch periods.</b></p> <p>The district will continually consider updated masking guidance from the CDC, PA Department of Health, and the Montgomery County Office of Public Health.</p>

<p><b>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</b></p>	<p>In classrooms, extraneous furniture has been removed to allow for as much space as possible. Configurations have been altered for maximum social distancing when feasible.</p> <p>One-way traffic patterns have been established at each school. Additional lunch periods and auxiliary spaces for lunch have been added. All procedures will be evaluated regularly and may be adjusted as needed.</p>
<p><b>c. <a href="#">Handwashing and respiratory etiquette</a>;</b></p>	<p>All individuals in school will be encouraged to sanitize/wash their hands on a frequent basis. Every school has received additional hand sanitizer stations, wipes and masks for any student or staff member who needs them. Signs to encourage healthy habits are posted in classrooms, hallways, and offices to communicate how to stop the spread as well as identify COVID-19 symptoms and preventative measures. Good hygiene and proper respiratory etiquette lessons are taught to students within the elementary health curriculum, the Science/Nutrition and Microbiology classes at the middle school, and in the Infectious Disease course at the high school.</p>
<p><b>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</b></p>	<p>CSD has reviewed the CDC recommendations for cleaning and maintaining facilities, including recommendations for ventilation and filters used in the HVAC operating system in each CSD school. Additionally, CSD follows recommendations by the EPA Tools for Schools program and ASHRAE.</p> <p>CSD has established protocols for cleaning and disinfecting frequently touched surfaces within each school on a daily basis, including playground equipment.</p>

	<p>Water fountains have been replaced with touchless personal bottle fillers in all schools. The majority of the restrooms have touchless fixtures.</p> <p>Hand sanitizer units have been installed in every classroom in the district, and there are also many hand sanitizing units throughout each school in common areas. Over 600 hand-sanitizing units have been installed district-wide.</p> <p>All custodial staff have been Spartan Clean-Check trained and certified to perform proper cleaning and disinfecting procedures. The training was performed via Zoom with video demonstrations shown on all procedures. The staff also received training from the Global Compliance Network on bloodborne pathogens and hand-washing.</p> <p>Cleaning/disinfecting of buses continues on a daily basis.</p> <p>Seating on buses increased from 1 student per seat to 2 in spring of 2021. This practice will continue into the 2021-22 school year if ridership does not increase significantly.</p> <p>HVAC Filters have been upgraded to MERV 13 filters and are part of our computerized PM system with monthly scheduled checks. All HVAC systems are operating per ASHRAE ventilation recommendations and are also part of the computerized PM system. All HVAC systems have been reviewed by a mechanical engineer to ensure maximum ventilation/air exchanges are being delivered.</p>
<p>e. <b><u>Contact tracing</u></b> in combination with <b><u>isolation</u></b> and <b><u>quarantine</u></b>, in collaboration with the State and local health departments;</p>	<p>Students and staff will undergo daily symptom self-screening prior to entering building instructional spaces. Students who are symptomatic will be isolated and evaluated, and then returned home with a</p>

	<p>requirement to follow DOH and CDC guidelines prior to returning to school.</p> <p>District will continue to follow local reporting process for all communicable diseases when a positive case is identified:</p> <ul style="list-style-type: none"> <li>- Nursing staff contacts DOH for guidance.</li> <li>- Information from DOH provided to family and notification provided to those potentially exposed</li> <li>- The district will follow DOH guidance following the reporting of a COVID-19 case, similar to the process employed for any communicable disease.</li> </ul>
<p><b>f. <a href="#">Diagnostic</a> and screening testing;</b></p>	<p>Faculty/staff, students and visitors to school buildings will be expected to self-monitor for COVID-19 symptoms on a daily basis at home before the school day begins.</p> <p>Students and families will be asked to self-monitor for COVID-19 symptoms on a daily basis.</p> <p>Children or staff exhibiting symptoms should stay home.</p> <p>No children with symptoms will be allowed on the school bus.</p> <p>Temperature screening will not be required upon entrance to school for students and staff.</p> <p>Students and staff will continually be made aware of the signs and symptoms of COVID-19.</p> <p>If a child or employee tests positive, the District will follow the return-to-school guidance from the Montgomery County Office of Public Health.</p> <p>In coordination with the Montgomery County Office of Public Health and Children’s Hospital of Philadelphia, the district will also offer Rapid Antigen</p>

	<p>Testing for employees and students and follow the recommended guidelines of those agencies with regard to return-to-school protocols.</p>
<p><b>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</b></p>	<p>The district will continue efforts to offer vaccination and booster clinics for the school community by partnering with area pharmacies. Two clinics were organized in May 2021 to serve the 16+ and 12+ student populations, and two clinics were also organized in November 2021 to serve the 5- to 11-year-old student populations. A booster clinic is also planned for January 2022 for students 12+.</p> <p>The district will also publicize vaccination clinics organized by other agencies that are available in the community.</p>
<p><b>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b></p>	<p>For students with disabilities who have conditions requiring a prescribed health and safety plan, the IEP team will reconvene to develop specially designed instruction or strategies that meet their specific needs.</p>
<p><b>i. Coordination with state and local health officials.</b></p>	<p>District administration met with the Montgomery County Office of Public Health (MCOPH) twice per month throughout the 2020-2021 school year and continues to meet regularly with MCOPH representatives during the 2021-2022 school year.</p> <p>The superintendent has met with an MCOPH representative on a weekly basis in 2021 and 2022 to review COVID-19 positivity and incidence rates in the County and to discuss specific cases within CSD for the purpose of contact tracing.</p> <p>The superintendent attends multiple Montgomery County meetings per month, organized by the MCIU, which include a county commissioner, MCOPH, and representatives from CHOP.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Colonial School District reviewed and approved/not approved the Health and Safety Plan on January 20, 2022.

The plan was approved/not approved by a vote of:

  8   Yes

  0   No

Affirmed on: Jan. 20, 2022

By:



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*(Signature\* of Board President)*

Susan Moore

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*(Print Name of Board President)*

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.