



Board Approved: July 12, 2021  
Revised/Board Approved: October 4, 2021  
Revised/Board Approved: January 10, 2022

## SHIPPENSBURG AREA SCHOOL DISTRICT

### ARP ESSER Health and Safety Plan

#### Guidance & Template

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
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;

Shippensburg Area School District will ensure the continuity of services, including but not limited to services to address the students' academic needs, and the students' and staff members' social,

emotional, mental health, and other needs, which may include student health and food services.

Shippensburg Area School District has taken and will continue to take action to ensure the continuity of services to our students and staff.

Academic Needs: Shippensburg Area School District has offered extended summer learning opportunities K-12 for students who showed academic regression during the summer of 2021 and will continue to offer these opportunities through the summer of 2022. In addition to extended summer learning opportunities, SASD will be offering After School Programs to students in grades K-12 to assist students falling behind in their coursework. SASD has also created a Continuum of Services for students in our Special Education Programming to ensure each student receives the level of support necessary to help them achieve rigorous grade level standards. Additionally, SASD has hired Interventionists at the Middle School to provide extra supports to students in need of intervention to close academic gaps. SASD has also created positions for two instructional coaches at the K-5 level to assist teachers in providing students with evidence-based instructional techniques to ensure all students are receiving high-quality instruction to meet their learning needs.

Social, Emotional, and Mental Health Needs: Shippensburg Area School District is creating a systemic plan to address the social-emotional needs of our students and staff. During the summer of 2021, the District Counselors and Social Workers attended a CAIU consortium training over the summer focused on identifying student needs and operationally defining student mental health needs. SASD has also created two additional Social Work positions to provide supports for students and families. For the 2021-2022 school year, the Middle School has also added the STAR (Shippensburg Therapeutic Academic Resource) classroom focused on meeting the social, emotional, and mental health needs of students.

Student Health Needs: Shippensburg Area School District is committed to ensuring the health and well-being of our students. Each building has either a Certified School Nurse or an LPN as well as nursing assistants. All staff have been trained on the symptoms of COVID-19 as well as the proper use of PPE to mitigate the spread of COVID-19.

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](#)

**Initial Effective Date: July 12, 2021**

**Date of Last Review: February 9, 2022**

**Date of Last Revision: February 14, 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?

Shippensburg Area School District's response to the COVID-19 pandemic will follow guidance from the Centers for Disease Control and Prevention (CDC) as well as the Pennsylvania Department of Health (DOH) in order to continuously and safely open and operate schools for in-person learning. Shippensburg Area School District will utilize all known and reasonable mitigation strategies.

The Shippensburg Area School District will have cleaning and disinfecting procedures similar to what occurred during the 2020-2021 school years for prevention and mitigation of COVID-19. These practices may include increase daily frequency of cleaning and disinfecting high use areas including but not limited to: rest rooms, classrooms, offices, lunchrooms, cafeterias, common areas, exercise/weight room, etc.

Increase daily frequency of cleaning and disinfecting may include high touch surfaces including but not limited to: tables, buttons, handrails, faucets, doorknobs, shared instructional tools, manipulatives, keyboards, sink fixtures, phones, light switches, disable water fountain bubblers, use bottle fill stations only, etc. Shippensburg Area School District will also provide disinfecting wipes for classroom use (high touch hard surfaces (desks, chairs, doorknobs, etc.).

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?

Shippensburg Area School District will ensure the continuity of services, including but not limited to services to address the students' academic needs, and the students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services. Shippensburg Area School District has taken and will continue to take action to ensure the continuity of services to our students and staff.

Academic Needs: Shippensburg Area School District will reopen the 2021-2022 school year with full in-person instruction five days per week. Families wishing for a virtual option have access to enroll in Shippensburg Area Virtual Education program.

Shippensburg Area School District has offered extended summer learning opportunities K-12 for students who showed academic regression during the summer of 2021 and will continue to offer these opportunities through the summer of 2022. In addition to extended summer learning opportunities, SASD will be offering After School Programs to students in grades K-12 to assist students falling behind in their coursework. SASD has also created a Continuum of Services for students in our Special Education programming to ensure each student receives the level of support necessary to help them achieve rigorous grade level standards. Additionally, SASD has hired Interventionists at the Middle School to provide extra supports to students in need of intervention to close academic gaps. SASD has also created positions for two instructional coaches at the K-5 level to assist teachers in providing students with evidence-based instructional techniques to ensure all students are receiving high-quality instruction to meet their learning needs.

All students attending SASD schools or virtual program will receive a Chromebook to access educational resources for both in-person instruction and for remote access.

Social, Emotional, and Mental Health Needs: Shippensburg Area School District is creating a systemic plan to address the social-emotional needs of our students and staff. During the summer of 2021, the District Counselors and Social Workers attended a CAIU consortium training over the summer focused on identifying student needs and operationally defining student mental health needs. SASD has also created two additional Social Work positions to provide supports for students and families K-12. For the 2021-2022 school year, the Middle School has also added the STAR (Shippensburg Therapeutic Academic Resource) classroom focused on meeting the social, emotional, and mental health needs of students. The District also provides a Student Assistance Program (SAP) to all students in grades K-12 and Employee Assistance Program (EAP) to all District employees.

Student Health Needs: Shippensburg Area School District is committed to ensuring the health and well-being of our students. Each building has either a Certified School Nurse or an LPN as well as nursing assistants. All staff have been trained on the symptoms of COVID-19 as well as the proper use of PPE to mitigate the spread of COVID-19.

Student Nutritional Needs: Shippensburg Area School District will provide free breakfast and lunch to all Shippensburg Area School District students. Curb-side meal pick-up is available for all Shippensburg Area Virtual Education students.

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
<b>a. Universal and correct wearing of <u>masks</u>;</b>
<ul style="list-style-type: none"><li>• Follow PA Department of Health and/or CDC masking/face covering guidelines.</li><li>• To begin after January 13, 2022: The wearing of masks will be optional for students, staff, and visitors in all school district buildings and is extended to extracurricular activities and all school events. Masks will not be required, but are highly encouraged.</li><li>• Students attending Grace B. Luhrs University Elementary School will follow the masking guidelines of Shippensburg University</li><li>• Parents and Guardians may request mask exemption by contacting their child's school or the SASD Special Education Department. Mask exemptions may be granted using the ADA Section 504 Accommodations process.</li><li>• Masks/face coverings are mandatory for all students and staff while on district transportation beginning August 19<sup>th</sup> per SASD Board of Directors approval and CDC Order.</li><li>• Schools will allow student mask breaks of 5-8 minutes at least every 90 minutes. While taking mask breaks, students must be spaced at least 6 feet apart while indoors or they must be outdoors. Students may also remove masks when eating or drinking during lunch periods.</li><li>• The School District will refer to CDC Community Data Tracker to determine the Community Transmission of the COVID-19 Virus (<a href="https://covid.cdc.gov/covid-data-tracker/#datatracker-home">https://covid.cdc.gov/covid-data-tracker/#datatracker-home</a>).</li><li>• The School District will keep track of the number of positive cases reported to the COVID Coordinator each day. Parents may view the SASD COVID status on the District website (<a href="http://www.shipk12.org">www.shipk12.org</a>).</li></ul>

## **Districting Masking Thresholds**

The SASD Board of School Directors authorizes the Superintendent:

Cumberland or Franklin County is in the substantial or high community spread category	The wearing of masks will be required for 10 calendar days when the number of positive cases in the specific school building reaches the following thresholds within a 14 calendar day window:	
	Luhrs Elementary School	5 positive cases in the school
	James Burd Elementary Nancy Grayson Elementary Intermediate School	10 positive cases in the school
	Shippensburg Middle School	20 positive cases in the school
	Shippensburg Senior High School	25 positive cases in the school

At the end of the 10 calendar days, if both the community spread and the number of positive cases continue to meet the above thresholds	<p>Then there will be an additional five (5) calendar days of wearing masks at the specific school.</p> <p>The community spread and number of positive cases will be evaluated every five (5) days until the number of cases in the specific school or the community spread is no longer within the above thresholds</p>	
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Parents and Guardians will be notified the day before masks are required and will be notified of the masking status throughout the above timeframe.

### **b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);**

- All students in K-12 will attend school five days per week.
- Schools will resume regular daily schedules.
- Desks will be arranged facing the same direction when feasible. Desks will be spaced 3-feet apart to the greatest extent practical. Small group activities and instruction requiring students to work in closer contact than 3-feet will be used when educationally appropriate for students.
- Whenever possible, students, teachers, and staff should maintain consistent grouping of people, to minimize virus spread in the school. Primary school students should be taught in cohorts. Intermediate and secondary school students should be exposed to as few different individual teachers as possible. Block schedules may be utilized to minimize the number of students in hallways and the number of class changes each day.
- During lunch periods, SASD will socially distance student to the greatest extent possible.

**c. Handwashing and respiratory etiquette;**

- Students and staff use hand sanitizer at beginning of each class. [CDC Hand Sanitizing Guidance](#)
- Students wash hands frequently. [CDC Hand Washing Guidance](#)
- Teaching students frequently teach students how to sneeze and cough into elbow and other hygiene practices.
- Provide employees with professional development and frequent reminders regarding hygiene practices.
- Provide hand sanitizer in all classrooms and common areas.

**d. Cleaning and maintaining healthy facilities, including improving ventilation;**

- Increase daily frequency of cleaning and disinfecting high use areas including but not limited to: restrooms, classrooms, offices, lunchrooms, cafeterias, common areas, exercise/weight room, etc.
- Increase daily frequency of cleaning and disinfecting high touch surfaces including but not limited to: tables, buttons, handrails, faucets, doorknobs, shared instructional tools, manipulatives, keyboards, sink fixtures, phones, light switches, disable water fountain bubblers, use bottle fill stations only etc.
- Provide disinfecting wipes for classroom use on high touch hard surfaces (desks, chairs, doorknobs, etc...).

**e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;**

- Staff and students with a temperature of 100.4 will be sent home immediately. Students with a temperature of 100.4 will be sent to an area/room, where they will not have contact with others until an adult comes to pick them up (curtain pulled, face shields/masks on student/staff).
- Multiple entrances to the health room (sick vs routine meds/injury), as appropriate.
- Students and staff exhibiting multiple COVID-19 symptoms will be evaluated by health room staff to determine if they should be sent home. Parents will be contacted regarding the symptoms. COVID Rapid Antigen Testing will be offered for those who have completed consent in the Concentric web portal.
- SASD will continue to utilize contact tracing protocols and procedures in compliance with the CDC and the PA Department of Health.

**Isolation Protocol – Positive Cases**

All persons testing positive for COVID-19 will stay home (isolate) from school for 5 calendar days and wear a mask for additional 5 calendar days

\*A test and report from a medical facility may be required.

The testing date or the date of exposure, (if no test) will be used to determine the beginning of the isolation period.

**Quarantine Protocol – Close Contacts**

A person has exposure to COVID-19 and completed the vaccine primary series less than 6 months ago (2 months for J&J vaccine) or has the booster, or  
\*CDC updated guidelines (12/27/21)

a person has exposure to COVID-19, was wearing a mask, and does not have symptoms (regardless of vaccine status).

Wear a mask when around others for 10 calendar days from the date of exposure

If the close contact is experiencing symptoms, the person will follow the isolation guidelines (above).

A person has exposure to COVID-19 and completed the vaccine primary series over 6 months ago without the booster (2 months for J&J vaccine) or  
\*CDC updated guidelines (12/27/21)

a person is unvaccinated and was not wearing a mask:

Stay home for 5 calendar days and wear a mask for an additional 5 calendar days from date of exposure

If the close contact is experiencing symptoms, the person will follow the isolation guidelines (above).

Close Contact is defined as “within 6 feet of another person for 15 minutes or greater, masked or unmasked”

A student’s vaccine record be on file in the school health office or presented to the School Principal or School Nurse.

Parents are asked to report all cases of COVID-19 that effect their child’s attendance at school to their child’s school or the COVID Coordinator who will verify quarantine dates and communicate those dates to the parents/guardians and school staff.

COVID Coordinator contact: (phone) 717-530-2818 or (email) covid@ship.k12.pa.us.

<p><b>f. <u>Diagnostic</u> and screening testing;</b></p>
<ul style="list-style-type: none"> <li>• Shippensburg Area School District will continue to require that all students and staff self-monitor for COVID-19 symptoms prior to each school day.</li> <li>• Students and staff exhibiting multiple COVID-19 symptoms will be evaluated by health room staff to determine if they should be sent home.</li> <li>• Shippensburg Area School District may provide resources to staff, students, and families for obtaining screening or diagnostic testing. This may include symptomatic testing at school with parent/guardian permission.</li> </ul>
<p><b>g. Efforts to provide <u>vaccinations to school communities</u>;</b></p>
<ul style="list-style-type: none"> <li>• Continue to promote vaccinations for staff and families</li> <li>• Continue to hold student/parent/staff vaccination clinics.</li> </ul>
<p><b>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b></p>
<ul style="list-style-type: none"> <li>• Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis.</li> <li>• Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting and/or as outlined in the student’s IEP or 504 plan.</li> </ul>
<p><b>i. Coordination with state and local health officials.</b></p>
<ul style="list-style-type: none"> <li>• Shippensburg Area School District will continue to collaborate with Wellspan Health and our District Physician. Additionally, we will continue working with the Pennsylvania Department of Health for ongoing recommendations and decisions moving forward for the Shippensburg Area School District.</li> <li>• SASD will follow guidance from the PA Department of Health, which <b>may currently</b> recommend a maximum 14-day suspension of in-person learning if the following criteria are met: 5% of students/staff within a building have tested positive within a 14-day window.</li> <li>• Temporary school closures may also occur if an excessive number of students and/or staff are quarantined and in-person instruction is no longer feasible as determined by the Superintendent after notifying the SASD Board of School Directors.</li> </ul>

**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Trustees for **(INSERT NAME OF LEA)** reviewed and approved the Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

**Yes**

**No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

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*(Signature\* of Board President)*

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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.