

Buffalo Public Schools

COVID-19/Pandemic Plan

2020-21

Leadership and Parent/Community Communications

- The Principal will report to the Superintendent of Buffalo Public Schools if a positive Covid-19 case has been confirmed. It is important school officials have confirmation from county or state health authorities regarding a positive case.
 - Here's helpful information to know about COVID-19 testing from health authorities:
 - If your district receives a report of a positive case, immediately notify your county health department.
 - When a person is tested for COVID-19, immediate results aren't available. Results must be lab-confirmed, which takes at least 24 hours once a test is received at a lab.
 - When a positive test is confirmed, state or county health officials interview the person who tested positive for "contact tracing" to determine if anyone was exposed or needs to take precautions.
 - Health officials (county or state) then make notifications, including whether any contacts need to quarantine, isolate, or in the case of a business or organization, to close.
 - Transparency is important. However, so is accuracy and confidentiality. Confirm any reports you hear with county health officials before issuing any communication
- Superintendent and/or Principal will contact the following if there is a positive case in the district:
 - School Board will be notified by Superintendent
 - County Health Department
 - Harper County Community Hospital
 - City Manager – Brian Bowles
 - Harper County Emergency Management
 - County Commissioners
 - Rex Brewer
 - Gary Nielson
 - Steve Myatt
- Superintendent/Principal will post communication letter on the District Website and Social Media
- All communication will come through the central office
- District
 - Facebook Page

- Megan Rohrer will post on Facebook HIPPA allowed information.
 - District Website
 - Appropriate notifications will be added to the school website and calendar.
- Building Sites-Mr. Horn will communicate with staff and parents through Remind application.
- Classroom teachers-Teachers will communicate with students and parents through email, text, Zoom meetings, or social media.

Wellness Education

- Prevention posters will be placed around school buildings, including, gyms, cafeteria, bathrooms, and classrooms.
- The district will conduct training for teachers and students on common preventative measures for COVID-19 prevention including
 - Washing hands with soap for at least 20 seconds
 - Avoiding touching eyes, nose, and mouth
 - Covering coughs and sneezes with tissues and throwing away tissues
 - Avoiding contact with others when sick
- Mental Health
 - Tiered Response and Intervention Strategies

Environmental Cleaning and Disinfection

- The District has placed disinfectant around the school for students and teachers to use, including in classrooms, computer labs, and bathrooms.
- The District has adequately equipped maintenance and cleaning staff with personal protective equipment that is appropriate for the cleaning products used.
 - If supplies are needed custodians are to follow the normal ordering process.
- The District has a process for cleaning surfaces at least once a day, including desks, doorknobs, cafeteria tables, and bathroom counters.
- If a person suspected/confirmed to have COVID-19 has been in the facility, the District should close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection. Areas should have outside doors and windows open before disinfection. If possible, the CDC suggests waiting 24 hours before beginning the cleaning and disinfection process.

School Closure

- If a positive case has been confirmed, the Superintendent will determine the number of days the site or sites will be closed in the district. State and local health authorities will be consulted in making this decision.
- Megan Rohrer will post on the website and district social media.
- Principal Kenneth Horn will send out communication from the site.
- If an extended school closure is necessary 3 or more days, the administrative team will communicate the following to staff and the community:
 - Distance Learning Plan
 - Review and revise current plans. Grading, Attendance, Etc...
 - Greater utilization of online instruction platforms
 - Device Checkout/Check-in/Insurance
 - Food Service
 - Coordinate Meal Delivery with Keystone Food Services
 - Staffing Assignments
 - Essential Employees - Administrators, Custodians, Secretaries, Treasurer, Encumbrance Clerk, Food Service, Van/Bus Drivers.
 - Building Hours
 - To be determined at the time of the extended closing
 - Student Awards, Assemblies, Graduation
 - Local, state, and federal guidance will be used in conjunction with input from our families and students. Input from students and families will be gathered from surveys and/or virtual meetings.

Mitigation Strategies for Beginning the School Year

- Busses and Facilities will be sprayed with disinfectant each evening by custodial staff and bus drivers.
- Students will be educated on physical distancing, washing hands, and proper hygiene.
- Teachers/Paraprofessionals will be educated on cleaning, disinfecting, and proper precautions and reporting procedures.
- Parents and all visitors will be asked to not pass past the front offices when delivering or picking up students.
- Parents wishing to pick up students during the day will remain near the office entrances.
- Open house(s), conferences may be either virtual or in-person as determined by the Principal.
- Parent/Teacher conferences will be either by telephone, virtually, or by email.
- PK and Kindergarten parents may bring their children directly to the Early Childhood buildings west doors.
- Students will not be allowed in Encumbrance Clerk, Treasurer, and Superintendent's office.
- Students referred to Principal office will remain outside the door.
- Teachers will limit the number of students' access to restroom to no more than three.
- Teachers will continually remind students about hand washing.

- Teachers will spray desktops and contact surfaces upon exit from room daily.
- Refrain from encouraging and/or enrolling foreign exchange students

NOTES

Buffalo Public School first day of classes is August 13, 2020. Our planning is more about what that day looks like. Plan A would-be business, as usual, all restrictions lifted. Plan B is a possible A/B scenario, whereby groups of students alternate between physical attendance and virtual attendance. Plan C is virtual or at home instruction. Plan D would be another date on the calendar. Social distancing in buildings and on the buses will be a challenge.

The options this plan present may be changed immediately as determined by health conditions presented by the community, students or staff by the administration of Buffalo Public Schools.