



# SCOTTSBLUFF PUBLIC SCHOOLS

## “PANDEMIC RESPONSE EMERGENCY PLAN (P.R.E.P.)”

### 2021-2022

#### FROM THE SUPERINTENDENT...

This Pandemic Response Emergency Plan (PREP) is an updated and more succinct presentation of how Scottsbluff Public Schools will operate to open the 2021-2022 school year. It is based upon input from district staff and guidance from area health advisors. We believe that our schools are the safest place for our students, and evidence has shown face to face instruction is the most effective way to ensure our students continue to progress both academically and socially. With this in mind, it is our goal to return our schools back to “pre-COVID normal.” The following outlines details of proposed COVID Health and Safety Protocols for the 2021-2022 school year. Below is an overview of the updated Plan:

- We will not categorize our response into four distinct levels (green, yellow, orange, and red). Rather, you will notice a gradient of colors across the top of each page that is a more accurate graphic representation of “real life.” This gradient more holistically reflects conditions in the area and allows us to factor in the importance of trend data.
- If the community risk dial is in green or yellow, face-coverings will be optional. If the risk dial is in the orange or red, face coverings will be required for unvaccinated individuals when unable to maintain a 3’ distance from others.
- We will no longer offer the option of remote learning for students.
- We will continue to work with state and local health officials and adapt our plans as needed to ensure we are providing a safe learning environment.
- We encourage all staff and eligible students to get vaccinated if they have not already done so.

Please take some time to review the plan. It will remain a dynamic document - with revisions occurring as conditions and circumstances warrant. Thank you in advance for your help in supporting the continued success of this effort.

Andrew D. Dick, Ed.D.  
Superintendent

#### PANHANDLE PUBLIC HEALTH DISTRICT ASSIGNED RISK LEVELS

Nebraska State Health and Education officials use a color-coded scale based on infection rates, hospital capacity, vaccinations, and other factors to help determine school protocols during a pandemic. Scottsbluff Public Schools will make such decisions along an ascending and descending continuum as illustrated above. This “graduated” approach (rather than distinct and separate colors and columns) will allow for more holistic decision-making that can be adjusted more responsively as unanticipated circumstances and conditions change.

**HOW SBPS WILL USE THE RISK DIAL TO DETERMINE PROCEDURES**

Generally speaking, Scottsbluff Public Schools will work to keep all schools and programs operating safely and “in-person”.

Decisions by the Governor and content of the State’s Directed Health Measures (DHM’s) override all local decision-making at both the Panhandle Public Health District (PPHD) and with the school district. In some cases, this may mean that statewide risk conditions may be different than local risk conditions. In these cases, statewide determinations, again, prevail.

In all cases, based upon PPHD’s local determination of risk, as designated with the small arrow, will be the District’s criterion. Practices and procedures will be determined accordingly.

**Most importantly, it is important for all to recognize that this may be differentiated by site or even by classroom as circumstances warrant.**

**Potential “short-term interruptions” for individual activities, programs, classrooms, sites or even the entire district may occur as one or more of the following occur: 1) Directives/Guidance from health/governmental authorities; 2) Inability to adequately staff a specific program or site; 3) General shut-down throughout the area; or 4) Confined and intense exposure or spread within an identified group (such as a school, classroom or team). Additionally, partial adjustments may be made in the length of the day or to a partially reduced week if this is necessary to support meeting the needs of all students. For example, if the number of quarantined or isolated/infected students or staff makes it impossible to adequately operate.**

Under no circumstances will an intensification of procedures at an individual school, throughout the District, or by PPHD (or any other authorized jurisdiction) be done in a manner attributable to a single or small group of identifiable students or adults. These changes reflect large-scale trends or shifts in multiple factors and no student(s) or family/ies should ever be blamed for heightened restrictions. Any such teasing, accusations, shaming, bullying, or other such treatment of any individual in relation to this matter will not be tolerated.

**GUIDING PRINCIPLES**

1. Everyone, as well as everyone's needs, ideas and perspectives, must be respected.
2. The health and safety of our students and of our staff are our most important priorities.

**DESIRED OUTCOMES**

1. Keep kids healthy and in school.
2. Keep the "frontline" (staff in our schools) safe.
3. Keep parents working and able to support the local economy.

**GENERAL OVERVIEW "AT A GLANCE"****LOW-MODERATE****(Green > Yellow)**

- Screening at home
- Face-to-face teaching and learning
- Appropriate accommodations for students and staff who may be quarantined and/or infected

**HIGH-SEVERE****(Orange > Red)**

- Screening at school and at home
- Face-to-face teaching and learning with remote delivery provided as an alternative as needed
- Face coverings for unvaccinated when unable to maintain a 3' distance from others
- Physical distancing
- Appropriate accommodations for students and staff who are quarantined and/or infected
- Controlled visitation protocols
- Modified daily schedules and procedures
- Possible reduction/moratorium in many in-person extracurricular activities
- Limitations on sizes of audiences/spectators

Conditions Minimize



Conditions Accelerate



# Pandemic Response Emergency Plan

# SBPS PANDEMIC RESPONSE EMERGENCY PROTOCOLS

## MODIFICATIONS, UPDATES AND NEWS - Last updated 7/1/21

Updates in chronological order

### **Protocols for families to self-report close contacts and provide proof of negative test results.**

PPHD COVID-19 information useful to staff and parents: <https://3.basecamp.com/4076066/buckets/16062814/uploads/3278221415> and the Covid Close Contact Self-Report Form [https://nalhd.sjc1.qualtrics.com/jfe/form/SV\\_574FEzWFqAxdzdr](https://nalhd.sjc1.qualtrics.com/jfe/form/SV_574FEzWFqAxdzdr). Forms are also available here for parents to provide proof of a negative test in order to return to school more quickly.

### Districtwide:

- At all levels, a check-in procedure for students returning from quarantine has been created to ensure students are completing required assignments.
- Additional tutoring opportunities will be provided at all levels to support quarantined students when they return to school.



# PANDEMIC RESPONSE EMERGENCY PLAN (PREP) RESOURCE GUIDE

## QUICK LINKS

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[TEMPERATURE SCREENING](#)

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[TEACHING AND LEARNING](#)

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[FACILITIES AND SECURITY](#)

[OPERATIONS](#)



**DISTRICTWIDE PLAN AS PER RISK LEVELS**

The general conditions under which the schools will operate.

**LOW-MODERATE**

- Preserve elements of a typical school day and program
- Prudent measures taken to reduce unnecessary risk of exposure and spread

**HIGH-SEVERE**

- If there is a presence or immediate threat of a significant spread of infection (or other similar cause) that makes distancing essential, a classroom(s), portion of a building, or an entire building may shift to a remote learning delivery model.
- Significant measures be taken to reduce the unnecessary risk of exposure and spread.
- Increased integration of extended campus (online) learning is a core component of this Risk Level.
- During any remote learning delivery model, parental expectations and responsibilities in keeping their children engaged in school is at least as important as it is during traditional face-to-face schooling. **Without the support of parents, it is always very challenging for teachers and administrators to ensure that students are tending to school as they need to.**

**DISTRICTWIDE INTERNAL PROCEDURES AND COMMUNICATION PROTOCOLS**

Under no circumstances will a change in Risk Level be done in a manner attributable to a single or small group of identifiable students or adults. These changes reflect large-scale trends or shifts in multiple factors and no single individual(s) should ever be blamed or held responsible for heightened restrictions. Any such teasing, accusations, shaming, bullying, or other similar treatment of any student by another student in relation to this matter will result in heightened disciplinary consequences.

**LOW-MODERATE**

- Due to the current environment of the COVID-19 Pandemic, rules and policies included in District Policy and School Handbooks may be modified based upon implementation strategies associated with current conditions. While these policies are subject to modification with the changing conditions of the virus, all students are expected to meet all teacher, school, and District academic, attendance, and behavioral expectations regardless of the learning environment and will be held to equivalent accountability and legal standards.
- Any change in procedures should be communicated to parents and the community in a manner that provides sufficient notice and explanation.
- All communications should be translated in Spanish.
- Decision-making should always be in a deliberate and transparent fashion.
- Given the health-related nature of many decisions, student privacy must always be an important factor with personal sensitivity to child and adult needs key priorities.
- No change in school status should be attributable to a single student or any identifiable group. Instead, criteria that includes total community conditions, presence of infection and quarantines, the ability of the school to respond to those conditions given scheduling, grouping, and other logistical considerations. Additionally, schools and the District should not continually shift from one Risk Level to the next, but should rather allow a duration to determine the impact of any change and determine trending within and outside of the school’s attendance area.
- The collaboration with medical professionals, PPHD, and State/local officials is an essential component of all significant decisions.
- It is critical that all district-wide safety and security protocols i.e. SRP, access control not be compromised during this time.

**HIGH-SEVERE**

- Due to the current environment of the COVID-19 Pandemic, rules and policies included in District Policy and School Handbooks may be modified based upon implementation strategies associated with current conditions. While these policies are subject to modification with the changing conditions of the virus, all students are expected to meet all teacher, school, and District academic, attendance, and behavioral expectations regardless of the learning environment and will be held to equivalent accountability and legal standards.
- Consideration should be given to conducting meetings via Zoom or a comparable tool that enables remote communications.
- Professional travel out of the area may occur with the approval of one’s supervisor.
- All buildings should prominently display important procedural information (such as mask requirements) in areas accessed by the students, staff, and public.
- The collaboration with medical professionals, PPHD, and State/ local officials is an essential component of all significant decisions.
- It is critical that all district-wide safety and security protocols i.e. SRP, access control not be compromised during this time.
- Any movement to a remote learning delivery model carries strong accountability on the part of the school and the student to ensure attendance, engagement and communication. All school expectations of an in-person delivery model are incorporated into a remote learning environment.

- Members of the media must be accompanied by the Director of Communications during all school visits in order to ensure health and safety protocols are followed.
- All communications should be translated in Spanish.
- Any change in procedures should be communicated to parents and the community in a manner that provides sufficient notice and explanation.
- Decision-making should always be deliberate and transparent
- Given the health related nature of many decisions, student privacy must always be an important factor with personal sensitivity to child and adult needs key priorities.
- No change in school status should be attributable to a single student or any identifiable group. Instead, criteria that includes total community conditions, presence of infection and quarantines, the ability of the school to respond to those conditions given scheduling, grouping and other logistical considerations.

**TEMPERATURE SCREENING**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>● Students should be screened at home. Stay home if sick.</li> <li>● 100.4°F threshold (minimum of 24 hours fever free without medication at home - and one full day out of school at the end of the 24 hour period). Exceptions will be considered with health care provider’s written authorization.</li> </ul> | <ul style="list-style-type: none"> <li>● Daily temperature checks for all students at school (time of day may vary by level so as to minimize time taken to do so and reduce interruption of instructional routines)</li> <li>● 100.4°F threshold (minimum of 24 hours fever free without medication at home - and one full day out of school at the end of the 24 hour period). Exceptions will be considered with health care provider’s written authorization</li> <li>● After a student has been sent home from school due to a temperature or illness, the student will need to be screened in the health office upon reentry to school.</li> <li>● Self-administered and logged staff temperature check at least once each day upon arrival.</li> <li>● Temperature checks of all students must occur immediately prior to any activity/field trip or boarding of buses.</li> </ul> |
|--|---|

MASKS (Face coverings)	
Face coverings are optional.	Mandatory face coverings required for all employees, students, and visitors that are not able to maintain a 3-foot distance from others, and are not vaccinated.
TEACHING AND LEARNING	
LOW-MODERATE	HIGH-SEVERE (School closure is required due to extremely high illness)
<ul style="list-style-type: none"> <li>● All schools will implement face-to-face instruction.</li> <li>● Students fully engage in all content areas including core subjects and specials.</li> <li>● Focus on grade-level learning and accelerating learning where gaps exist in academics and SEL.</li> <li>● K-5 will move for specials and Target Time</li> <li>● 6-12 grade students will return to a traditional schedule</li> <li>● Tutoring opportunities will be provided to support students. The students will be identified based on missing assignments (quarantining), failing grades, or MAPS data.</li> <li>● Blending of best of pre-COVID and COVID learning tools to create learning environments where students are engaged and challenged.                             <ul style="list-style-type: none"> <li>○ SeeSaw and Google Classroom will continue to be used as learning management platforms.</li> <li>○ IXL will continue to be utilized to support student learning.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● If an individual classroom or school is experiencing an extremely high illness count, it may be determined the school will need to move to intermittent remote learning.                             <ul style="list-style-type: none"> <li>○ Teachers will deliver instruction through Zoom and manage class assignments, content, and assessments via Seesaw (K-3) and Google Classroom (4-12).</li> <li>○ All students will be provided an electronic device for completion of assignments.</li> <li>○ Virtual tutoring opportunities will be provided to support students at all levels.</li> </ul> </li> </ul>

**PHYSICAL AND EMOTIONAL HEALTH AND WELLNESS**

The well-being of our students remains our primary responsibility. This applies to students’ physical and emotional safety throughout their time at school.

**LOW-MODERATE**

- Resources will be shared with families and students who are in need of advice and support
- A training video is available which includes information on COVID-19, how it spreads, and preventative strategies.
- Protocols in place in all schools include:
  - Additional sanitizing supplies
  - Isolation rooms to care for students who display possible symptoms (including fever) while waiting for parents
  - Dutch doors installed in all health offices to facilitate students’ quick pick up of med’s without entering office
  - Fixed hand washing schedules
- Continued focus on two-way communication with families and staff regarding current conditions and updated decisions
- Training for all staff on mental health issues students may be facing
- Provision of information to staff and families regarding available accommodations

**HIGH-SEVERE**

- Screening instruments will be used with all students to determine individual needs
- Resources will be shared with families and students who are in need of advice and support
- A training video is available which includes information on COVID-19, how it spreads, and preventative strategies.
- Protocols in place in all schools include:
  - Face coverings when feasible
  - Additional sanitizing supplies
  - Isolation rooms to care for students who display possible symptoms (including fever) while waiting for parents
  - Dutch doors installed in all health offices to facilitate students’ quick pick up of med’s without entering office
  - Fixed hand washing schedules
- The employment of physical distancing when possible
- Increased focus on two-way communication with families and staff regarding current conditions and updated decisions
- Additional training for all staff on mental health issues students may be facing
- Increased information to staff and families regarding available accommodations

**TECHNOLOGY**

The technology team has prepared the district for all stages of a pandemic.

In the event of a school closure, the Technology Department will provide...

- Public wireless access point installed at the BMS parking lot for "drive-in" Internet access in case of closure.
- Cellular Internet access hot spots for families throughout the District without immediate Internet access located at the BMS parking lot.
- Cellular Internet access for select buses has been provided.
- Classroom cameras and microphone systems have been installed at locations throughout the district.
- Continue to provide upgrades and support for staff and equipment located in the buildings.



**FACILITIES AND SECURITY**

**LOW-MODERATE**

- Increased access to items such as Clorox wipes, and hand sanitizer in iVisions. These items will not be charged to the schools.
- Bottles of disinfectant and hand sanitizing are supplied to each classroom, office and meeting rooms, as well as clean towels as needed. Custodians in each building will supply/refill these items as needed.
- Plexiglass dividers are available upon request or identified need.
- Health Offices - Utilize isolation rooms to monitor a student or staff member who feels ill.
- Procedure for Cleaning/Disinfecting - Custodians will follow recommendations established by the CDC for cleaning. Staff may assist with keeping high-touch surfaces clean throughout the day. Conduct deep cleaning during weekends or school holiday/breaks.

**HIGH-SEVERE**

- Increased access to items such as Clorox wipes, and hand sanitizer in iVisions. These items will not be charged to the schools.
- Bottles of disinfectant and hand sanitizer are supplied to each classroom, office and meeting room, as well as clean towels as needed. Sanitization stations will be provided for building entrances and exits. Custodians in each building will supply/refill these items as needed.
- Plexiglass dividers are available upon request or identified need.
- Health Offices - Utilize isolation rooms to monitor a student or staff member who feels ill.
- Procedure for Cleaning/Disinfecting - Custodians will follow recommendations established by the CDC for cleaning. Staff will assist with keeping high-touch surfaces clean throughout the day, e.g. increased frequency of cleaning classroom spaces. Conduct deep cleaning during weekends or school holiday/breaks.
- Routine daily disinfecting is being done in all classrooms, offices, and meeting rooms using the electrostatic backpack sprayers on a daily basis.
- Staff will clean/wipe down all restrooms, common areas, and frequently touched items every two hours throughout the day.



**OPERATIONS**

Oversight of transportation, food service, Human Resources (HR), and all things financial.

**LOW-MODERATE**

- Use of Everyday Certified Substitute Teacher Positions in order to help with expected teacher shortage.
- Follow guidance from the Governor’s Health Directives & NSAA for policies and practices for co-curricular activities and athletics
- Transportation
  - Face coverings are optional for the unvaccinated.
  - Hand sanitizer will be provided and students may use it when they enter the bus
  - Seats will be assigned with students loading back to front
- Food Service
  - Elementary
    - Students will eat in the cafeteria, with the use of additional spaces as needed to practice social distancing.
    - Wash hands or use hand sanitizer before and after eating.
    - Create an environment that is as safe as possible from exposure to food allergens
    - FFV Bars may be available with FS employees or trained volunteers serving.
  - Middle School & High School
    - Students will eat in the cafeteria. Use of more tables in the cafeteria or an additional room may need to be available to practice social distancing.
    - Wash hands or use hand sanitizer before and after eating.
    - Salad bar may be allowable.
    - Create an environment that is as safe as possible from exposure to food allergens
    - FFV Bars will be available and may be served by an FS employee or volunteer that has been trained.
- Human Resources and Staff Accommodations

**HIGH-SEVERE**

- Use of Everyday Certified Substitute Teacher Positions in order to help with expected teacher shortage.
- Follow guidance from the Governor’s Health Directives & NSAA for policies and practices for co-curricular activities and athletics.
- Transportation
  - Mandatory face coverings required if unable to maintain a 3-foot distance from others, and are not vaccinated.
  - Hand sanitizer will be provided and students must use it when they enter the bus
  - Seats will be assigned with students loading back to front
- Food Service
  - Elementary
    - Students may be required to eat both breakfast and lunch in their classrooms. A sack/box breakfast and lunch would be provided. Food service staff will need assistance from school district staff to deliver breakfast and lunch to the classrooms. Garbage cans will need to be available and Food Service staff will need assistance with cleanup
    - Wash hands or use hand sanitizer before and after eating.
    - FFV Bars may not be available.
    - Parents and other visitors will not be allowed to eat with their students.
    - Assigned seating to be provided by administration for those students in the same homeroom.
  - Middle School & High School
    - Students will eat in the cafeteria. Use of more tables in the cafeteria or an additional room may need to be available to practice social distancing.



- FMLA AND ADA accommodations will be provided to staff consistent with law and policy
- Increased support to staff will be provided in terms of training and reasonable assistance to help adjust and feel safe given the challenges of the return to school in this environment.

- Marked spaced lines to enter the cafeteria and serving lines and designate entrance and exit flow paths.
- Extra Sanitation procedures will be used.
- FFV Bars may not be available.
- Parents and other visitors will not be allowed to eat with their student
- Human Resources and Staff Accommodations
  - FMLA AND ADA accommodations will be provided to staff consistent with law and policy
  - Increased support to staff will be provided in terms of training and reasonable assistance to help adjust and feel safe given the challenges of the return to school in this environment.
- Food Service
  - Grab n' Go meals will be provided at designated location(s) for remote learners.