

**WEST CHESTER AREA SCHOOL DISTRICT
SPECIAL SCHOOL BOARD MEETING**

Monday, August 3, 2020

7:00 PM

Livestream Meeting

AGENDA

- I. Call to Order
Salute to the Flag..... Mr. McCune
- II. Roll Call..... Ms. Cherashore
- III. Personnel Recommendations. Dr. Ulmer
- IV. Other Business
 - 1. Approval of Phased School Reopening Health and Safety Plan for SY 2020-21
- V. Adjournment

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**Public comments on Item III. Personnel Recommendations will be taken via google doc at the start of the meeting.**

**Public comments on Item IV.-1 Phased School Reopening Health and Safety Plan were solicited and received via email until 12 noon on August 3, 2020.**

Recommendations  
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|    |                      |
|----|----------------------|
| I. | Removal from Payroll |
| a. | Resignations - None  |
| b. | Retirements - None   |

|     |                                                 |
|-----|-------------------------------------------------|
| II. | Additions to Payroll                            |
| a.  | Professional Staff: Contract - None             |
| b.  | Professional Staff: Long Term Substitute - None |
| c.  | Administrative Staff: Contract - None           |
| d.  | Support Staff: Non Bargaining - None            |
| e.  | Support Staff: Contract - None                  |
| f.  | Support Staff: Substitute - None                |

|      |                      |
|------|----------------------|
| III. | Personnel Events     |
| a.   | Status Change - None |

|    |                      |              |                                    |                                                                  |                       |
|----|----------------------|--------------|------------------------------------|------------------------------------------------------------------|-----------------------|
| b. | Transfer – Voluntary |              |                                    |                                                                  |                       |
|    | <b>Name</b>          | <b>Type</b>  | <b>From</b>                        | <b>To</b>                                                        | <b>Effective Date</b> |
| 1. | Heidi Abbott         | Professional | 1.0 Science at Henderson HS        | .75 Science at Henderson HS/.25 Physics at Cyber Academy         | 8/24/20               |
| 2. | Lindsay Anskis       | Professional | 1.0 Spanish at Rustin HS           | .8 Spanish at Rustin HS/.2 Spanish 4 Honors at Cyber Academy     | 8/24/20               |
| 3. | Kelly Bane           | Professional | 1.0 Special Education at Rustin HS | .8 Special Education at Rustin HS/.2 US History at Cyber Academy | 8/24/20               |
| 4. | Mairead Barrett      | Professional | 1.0 Spanish at East HS             | .8 Spanish at East HS/.2 Spanish 2 at Cyber Academy              | 8/24/20               |

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| b. Transfer – Voluntary |                  |              |                                                                                      |                                                                                                                                 |                |
|-------------------------|------------------|--------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|----------------|
|                         | Name             | Type         | From                                                                                 | To                                                                                                                              | Effective Date |
| 5.                      | Andrew Berkes    | Professional | .8 Health/Physical Education at Peirce MS/.2 Health/Physical Education at Stetson MS | .6 Health/Physical Education at Peirce MS/.2 Health/Physical Education Stetson MS/.2 Health/Physical Education at Cyber Academy | 8/24/20        |
| 6.                      | Leigh Boggs      | Professional | 1.0 Math at Peirce MS                                                                | .8 Math at Peirce MS/.2 Algebra 2 at Cyber Academy                                                                              | 8/24/20        |
| 7.                      | Diana Chronister | Professional | 1.0 Tech Ed at Peirce MS                                                             | .95 Tech Ed at Peirce MS/.05 Tech Ed 7 at Cyber Academy                                                                         | 8/24/20        |
| 8.                      | Kathleen Crombie | Professional | 1.0 English at Rustin HS                                                             | .6 English at Rustin HS/.4 English 10 at Cyber Academy                                                                          | 8/24/20        |
| 9.                      | Dean Donley      | Professional | 1.0 Health/Physical Education at Henderson HS                                        | .8 Health/Physical Education at Henderson HS/.2 Personal Fitness Training at Cyber Academy                                      | 8/24/20        |
| 10.                     | Michael Dumas    | Professional | 1.0 Tech Ed at Peirce MS                                                             | .95 tech Ed at Peirce MS/.05 Tech Ed-Sustainable Design at Cyber Academy                                                        | 8/24/20        |
| 11.                     | Sarah Gallagher  | Professional | 1.0 English at Rustin HS                                                             | .8 English at Rustin HS/.2 English 11 at Cyber Academy                                                                          | 8/24/20        |
| 12.                     | Joshua Gellner   | Professional | 1.0 Science at Rustin HS                                                             | .75 Science at Rustin HS/.25 Chemistry at Cyber Academy                                                                         | 8/24/20        |
| 13.                     | Angela Gordon    | Professional | 1.0 Spanish at Henderson HS                                                          | .8 Spanish at Henderson HS/.2 Spanish 3 Honors at Cyber Academy                                                                 | 8/24/20        |

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| b. Transfer – Voluntary |                    |              |                                                     |                                                                                     |                |
|-------------------------|--------------------|--------------|-----------------------------------------------------|-------------------------------------------------------------------------------------|----------------|
|                         | Name               | Type         | From                                                | To                                                                                  | Effective Date |
| 14.                     | Brent Jones        | Professional | 1.0 Social Studies at East HS                       | .8 Social Studies at East HS/.2 AP Psychology at Cyber Academy                      | 8/24/20        |
| 15.                     | John Lunardi       | Professional | 1.0 Social Studies at Henderson HS                  | .8 Social Studies at Henderson HS/.2 Government & Economics at Cyber Academy        | 8/24/20        |
| 16.                     | Grace Malizia      | Professional | .8 Spanish at Henderson HS/.2 Spanish Cyber Academy | .6 Spanish at Henderson HS/.4 Spanish 1 at Cyber Academy                            | 8/24/20        |
| 17.                     | Jeffrey Mashbitz   | Professional | .8 Math Specialist at Peirce MS/.2 Cyber Academy    | .6 Math Specialist at Peirce MS/.4 Cyber Academy (Algebra 1)                        | 8/24/20        |
| 18.                     | Whitney McClintock | Professional | 1.0 Health/Physical Education at Henderson HS       | .8 Health/Physical Education at Henderson HS/.2 Health 10 at Cyber Academy          | 8/24/20        |
| 19.                     | Linda McElvenny    | Professional | 1.0 Computer Science at Peirce MS                   | .9 Computer Science at Peirce MS/.1 Computer Science 7 at Cyber Academy             | 8/24/20        |
| 20.                     | Kevin Orlando      | Professional | 1.0 Science at Henderson HS                         | .75 Science at Henderson HS/.25 Chemistry at Cyber Academy                          | 8/24/20        |
| 21.                     | Regina Reidenberg  | Professional | 1.0 Social Studies at Rustin HS                     | .8 Social Studies at Rustin HS/.2 AP European History at Cyber Academy              | 8/24/20        |
| 22.                     | Christopher Reyna  | Professional | 1.0 Social Studies at Rustin HS                     | .8 Social Studies at Rustin HS/.2 European & Latin America Studies at Cyber Academy | 8/24/20        |

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| b. Transfer – Voluntary |                  |              |                                               |                                                                                        |                |
|-------------------------|------------------|--------------|-----------------------------------------------|----------------------------------------------------------------------------------------|----------------|
|                         | Name             | Type         | From                                          | To                                                                                     | Effective Date |
| 23.                     | Jennifer Ronayne | Professional | 1.0 Health/Physical Education at Henderson HS | .8 Health/Physical Education at Henderson HS/.2 Physical Education 10 at Cyber Academy | 8/24/20        |
| 24.                     | Alicia Schiele   | Professional | 1.0 Math at Henderson HS                      | .8 Math at Henderson HS/.2 Pre-Calculus at Cyber Academy                               | 8/24/20        |
| 25.                     | Stephen Sobieck  | Professional | 1.0 Social Studies at Henderson HS            | .8 Social Studies at Henderson HS/.2 AP Government & Politics at Cyber Academy         | 8/24/20        |
| 26.                     | Charles Wilson   | Professional | 1.0 Social Studies at Henderson HS            | .8 Social Studies at Henderson HS/.2 European & Latin America Studies at Cyber Academy | 8/24/20        |

|    |                        |
|----|------------------------|
| c. | Transfer - Involuntary |
|----|------------------------|

|    | Name            | Type         | From                      | To                                                                                                                             | Effective Date |
|----|-----------------|--------------|---------------------------|--------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1. | Robert Becker   | Professional | 1.0 Science at Stetson MS | .8 Science at Stetson MS/.2 Science 8 at Cyber Academy                                                                         | 8/24/20        |
| 2. | Cynthia Claffey | Professional | 1.0 English at Stetson MS | .8 English at Stetson MS/.2 English 7 at Cyber Academy                                                                         | 8/24/20        |
| 3. | Elizabeth Doyle | Professional | 1.0 English at Rustin HS  | .8 English at Rustin HS/.2 AP Composition at Cyber Academy                                                                     | 8/24/20        |
| 4. | Colette Keenan  | Professional | 1.0 English at East HS    | .8 English at East HS/.1 12th Grade English-British Literature & .1 12 <sup>th</sup> Grade English-Humanities at Cyber Academy | 8/24/20        |

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|    | <b>Name</b>   | <b>Type</b>  | <b>From</b>                         | <b>To</b>                                                                                   | <b>Effective Date</b> |
|----|---------------|--------------|-------------------------------------|---------------------------------------------------------------------------------------------|-----------------------|
| 5. | Joseph Paris  | Professional | 1.0 Tech Ed at Stetson MS           | .95 Tech Ed at Stetson MS/.05 Tech Ed 8-Transportation Engineering at Cyber Academy         | 8/24/20               |
| 6. | Keith Patton  | Professional | 1.0 Computer Literacy at Stetson MS | .95 Computer Literacy at Stetson MS/.05 Computer Science-Innovative Coding at Cyber Academy | 8/24/20               |
| 7. | Brian Salcido | Professional | 1.0 English at East HS              | .8 English at East HS/.2 AP Literature at Cyber Academy                                     | 8/24/20               |
| 8. | Kelly Subasic | Professional | 1.0 Math at Fugett MS               | .6 Math at Fugett MS/.4 Geometry at Cyber Academy                                           | 8/24/20               |

|     |                               |
|-----|-------------------------------|
| IV. | Personnel Leave               |
| a.  | Sabbatical Leave - None       |
| b.  | Unpaid Leave - None           |
| V.  | Additional Information - None |

Recommendations  
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I. Removals from Payroll - None

II. Additions to Payroll

- a. Professional Staff: Contract - None
- b. Professional Staff: Long Term Substitute - None

c. Administrative Staff: Contract

|    |                    |                                                                                                                                                                                                                                                                                                                                                          |
|----|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Dr. Michael Garvin |                                                                                                                                                                                                                                                                                                                                                          |
|    | Placement          | 1.0 Elementary Principal Penn Wood ES, \$118,159.                                                                                                                                                                                                                                                                                                        |
|    | Education          | Bachelor of Science in Elementary Education from West Chester University of Pennsylvania, 2004, Master's of Education with Concentration in Reading, West Chester University of Pennsylvania, 2009, Administrative Certificate Principal K-12, Penn State University, 2013, Doctorate of Education in Policy, Planning, and Administration, 2020.        |
|    | Experience         | LTS Teacher in the Kennett Consolidated School District 2004-2006, Sixth Grade Social Studies and Language Arts Teacher in the Oxford Area School District 2006-2008, Fourth Grade Elementary Teacher (all subjects) in the Downingtown Area School District 2008-2015, Assistant Principal Grades 3-6 in the Avon Grove Area School District 2015-2020. |
|    | Certification      | Administrative II Principal K-12, Instructional II Elementary Education K-6                                                                                                                                                                                                                                                                              |

- d. Support Staff: Contract - None
- e. Support Staff: Substitute - None

III. Personnel Events - None

IV. Personnel Leave - None

V. Additional Information - None

VI. Supplemental Contracts

| Last Name                | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title          |
|--------------------------|------------|----------|--------|------|---------------|----------------|-------------------------|
| <b>'20-'21 Additions</b> |            |          |        |      |               |                |                         |
| Arrison                  | Matthew    | EHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Boys Soccer Coach |
| Ayers                    | Michael    | EHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Volleyball Coach  |
| Bauer                    | Nathan     | EHS      | Fall   | 1    | 50.00%        | \$2,618.00     | Asst. Football Coach    |
| Berardi                  | Henry      | EHS      | Fall   | 6    | 100.00%       | \$4,872.00     | Asst. Boys Soccer Coach |

Recommendations  
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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                 |
|------------|------------|----------|--------|------|---------------|----------------|--------------------------------|
| Biddle     | Jessica    | EHS      | Fall   | 6    | 100.00%       | \$4,872.00     | Asst. Girls Soccer Coach       |
| Boccio     | Leslie     | EHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Cheerleading Sponsor           |
| Boyd       | James      | EHS      | Fall   | 5    | 100.00%       | \$6,477.00     | Asst. Football Coach           |
| Breslin    | John       | EHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Girls Tennis Coach       |
| Burkhart   | Emily      | EHS      | Fall   | 1    | 25.00%        | \$1,155.00     | Asst. Marching Band Director   |
| Chafetz    | Marc       | EHS      | Fall   | 5    | 100.00%       | \$1,143.00     | Fall Intramurals               |
| Cini       | Alanna     | EHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Field Hockey Coach       |
| Dodds      | Charlie    | EHS      | Fall   | 4    | 100.00%       | \$5,888.00     | Head Coach Boys Soccer         |
| Fad        | Alex       | EHS      | Fall   | 3    | 50.00%        | \$2,754.00     | Asst. Football Coach           |
| Farrell    | Daniel     | EHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Flynn      | Erin       | EHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Volleyball Coach          |
| Hazel      | Alyssa     | EHS      | Fall   | 1    | 75.00%        | \$3,003.00     | Color Guard                    |
| Horowitz   | Harrison   | EHS      | Fall   | 1    | 75.00%        | \$3,465.00     | Asst. Marching Band Director   |
| Johnston   | John       | EHS      | Fall   | 1    | 25.00%        | \$1,155.00     | Asst. Marching Band Director   |
| Kibler     | Jennifer   | EHS      | Fall   | 4    | 100.00%       | \$4,048.00     | Asst. Cheerleading Coach       |
| Knight     | Ryan       | EHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Girls Soccer Coach       |
| Lanier     | Kareem     | EHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Boys Cross Country Coach  |
| Liebenthal | Eric       | EHS      | Fall   | 4    | 75.00%        | \$4,140.00     | Asst. Marching Band Director   |
| Lindsay    | Charles    | EHS      | Fall   | 6    | 100.00%       | \$1,218.00     | Fall Intramurals               |
| Lorback    | Todd       | EHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Head Golf Coach                |
| Madyun     | Abdul      | EHS      | Fall   | 3    | 50.00%        | \$2,754.00     | Asst. Football Coach           |
| Miller     | Michael    | EHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Boys Soccer Coach        |
| Mueller    | Shannon    | EHS      | Fall   | 5    | 100.00%       | \$6,096.00     | Head Girls Soccer Coach        |
| Perlmutter | Ben        | EHS      | Fall   | 6    | 100.00%       | \$6,902.00     | Asst. Football Coach           |
| Phillips   | Gary       | EHS      | Fall   | 3    | 100.00%       | \$5,508.00     | Asst. Football Coach           |
| Prinzo     | Anthony    | EHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Girls Cross Country Coach |
| Rice       | Jessica    | EHS      | Fall   | 2    | 100.00%       | \$4,725.00     | Head Field Hockey Coach        |
| Risch      | Kyle       | EHS      | Fall   | 4    | 100.00%       | \$8,464.00     | Marching Band Director         |



Recommendations

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| Last Name    | First Name  | Location | Season | Step | % of Contract | Total Contract | Position Title                 |
|--------------|-------------|----------|--------|------|---------------|----------------|--------------------------------|
| Rufo         | Erica       | EHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Field Hockey Coach       |
| Santonastaso | Anthony     | EHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Girls Tennis Coach        |
| Shoemaker    | Josiah      | EHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Stephen      | Scott       | EHS      | Fall   | 4    | 100.00%       | \$8,464.00     | Head Football Coach            |
| Swiggett     | Julian      | EHS      | Fall   | 4    | 100.00%       | \$3,680.00     | Fall Drama                     |
| Toole        | Robert      | EHS      | Fall   | 1    | 25.00%        | \$1,001.00     | Color Guard                    |
| Wiggins      | James       | EHS      | Fall   | 4    | 50.00%        | \$3,128.00     | Asst. Football Coach           |
| Young        | Jessica     | EHS      | Fall   | 4    | 100.00%       | \$4,048.00     | Asst. Cheerleading Coach       |
|              |             |          |        |      |               |                |                                |
| Anderson     | William     | HHS      | Fall   | 4    | 50.00%        | \$1,840.00     | Fall Drama                     |
| Blake        | Christopher | HHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Bott         | Jeffrey     | HHS      | Fall   | 7    | 100.00%       | \$7,327.00     | Asst. Football Coach           |
| Bryan        | Lisa        | HHS      | Fall   | 5    | 100.00%       | \$4,191.00     | Asst. Cheerleading Coach       |
| Carey        | Regina      | HHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Girls Tennis Coach       |
| Cella        | Alyssa      | HHS      | Fall   | 3    | 50.00%        | \$1,782.00     | Asst. Cheerleading Coach       |
| Clay         | Charles     | HHS      | Fall   | 4    | 100.00%       | \$1,104.00     | Fall Intramurals               |
| Cummings     | Joel        | HHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Head Golf Coach                |
| Donohue      | Alexandra   | HHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Girls Soccer Coach       |
| Ericson      | Kathleen    | HHS      | Fall   | 3    | 50.00%        | \$1,782.00     | Asst. Cheerleading Coach       |
| Evans        | Courtney    | HHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Field Hockey Coach        |
| Gilligan     | Sharon      | HHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Volleyball Coach         |
| Greene       | Christopher | HHS      | Fall   | 2    | 100.00%       | \$5,355.00     | Asst. Football Coach           |
| Johnson      | Bryan       | HHS      | Fall   | 4    | 40.00%        | \$2,208.00     | Head Girls Cross Country Coach |
| Kelly        | Kevin       | HHS      | Fall   | 7    | 20.00%        | \$1,293.00     | Head Girls Cross Country Coach |
| Kelly        | Kevin       | HHS      | Fall   | 7    | 100.00%       | \$6,465.00     | Head Boys Cross Country Coach  |
| Knott        | Kaitlyn     | HHS      | Fall   | 2    | 100.00%       | \$945.00       | Fall Intramurals               |
| Kreamer      | Jonathan    | HHS      | Fall   | 3    | 100.00%       | \$4,212.00     | Color Guard                    |
| LaGioia      | Lorenz      | HHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Girls Soccer Coach       |
| Lammey       | Dan         | HHS      | Fall   | 7    | 50.00%        | \$2,155.00     | Fall Drama                     |
| Logan        | Andrew      | HHS      | Fall   | 7    | 100.00%       | \$7,327.00     | Asst. Football Coach           |
| Lunardi      | John        | HHS      | Fall   | 4    | 100.00%       | \$8,464.00     | Head Football Coach            |

Recommendations

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| Last Name     | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                 |
|---------------|------------|----------|--------|------|---------------|----------------|--------------------------------|
| Lunardi       | Laura      | HHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Field Hockey Coach       |
| Marabella     | Brandon    | HHS      | Fall   | 6    | 100.00%       | \$4,872.00     | Asst. Boys Soccer Coach        |
| MacPherson    | Courtney   | HHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Field Hockey Coach       |
| McGeehan      | Beverly    | HHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Girls Tennis Coach       |
| McNichol      | Michael    | HHS      | Fall   | 7    | 100.00%       | \$7,327.00     | Asst. Football Coach           |
| Neff          | Greta      | HHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Volleyball Coach          |
| Popolizio     | Dominic    | HHS      | Fall   | 4    | 100.00%       | \$5,888.00     | Head Boys Soccer Coach         |
| Popolizio     | Gary       | HHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Boys Soccer Coach        |
| Ramos         | Lisa       | HHS      | Fall   | 6    | 100.00%       | \$6,090.00     | Cheerleading Sponsor           |
| Ronayne       | Jennifer   | HHS      | Fall   | 4    | 40.00%        | \$2,208.00     | Head Girls Cross Country Coach |
| Scangarella   | Craig      | HHS      | Fall   | 4    | 100.00%       | \$5,888.00     | Head Girls Soccer Coach        |
| Shollenberger | Kyle       | HHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Asst. Marching Band Director   |
| Smink         | James      | HHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Sok           | Peter      | HHS      | Fall   | 7    | 100.00%       | \$6,465.00     | Head Girls Tennis Coach        |
| Thompson      | Michael    | HHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Vangieri      | Amanda     | HHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Field Hockey Coach       |
| Wilson        | Charles    | HHS      | Fall   | 3    | 100.00%       | \$3,888.00     | Asst. Boys Soccer Coach        |
| Woywod        | Kendra     | HHS      | Fall   | 1    | 100.00%       | \$7,084.00     | Marching Band Director         |
| Yost          | Loralynne  | HHS      | Fall   | 5    | 100.00%       | \$4,572.00     | Asst. Girls Soccer Coach       |
|               |            |          |        |      |               |                |                                |
| Adams         | Trevor     | RHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Boys Soccer Coach        |
| Ainsworth     | Ashley     | RHS      | Fall   | 1    | 100.00%       | \$4,928.00     | Head Girls Soccer Coach        |
| Alvanitakis   | John       | RHS      | Fall   | 6    | 100.00%       | \$6,902.00     | Asst. Football Coach           |
| Bitzberger    | Harry      | RHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Volleyball Coach          |
| Brown         | Shaz       | RHS      | Fall   | 6    | 100.00%       | \$6,902.00     | Asst. Football Coach           |
| Byerly        | Scott      | RHS      | Fall   | 6    | 100.00%       | \$4,060.00     | Fall Drama                     |

Recommendations  
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| Last Name    | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                |
|--------------|------------|----------|--------|------|---------------|----------------|-------------------------------|
| Campbell     | Maura      | RHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Field Hockey Coach      |
| Castineiras  | Emma       | RHS      | Fall   | 4    | 100.00%       | \$4,784.00     | Color Guard                   |
| Castle       | Ryan       | RHS      | Fall   | 4    | 100.00%       | \$5,888.00     | Head Boys Soccer Coach        |
| deLone       | Kimberly   | RHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Girls Tennis Coach      |
| DiFilippo    | Kelly      | RHS      | Fall   | 4    | 100.00%       | \$4,048.00     | Asst. Cheerleading Coach      |
| D'Urbano     | Robert     | RHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach          |
| Elder        | Megan      | RHS      | Fall   | 3    | 100.00%       | \$4,860.00     | Marching Band Assistant       |
| Evans        | Bryce      | RHS      | Fall   | 1    | 66.50%        | \$3,072.30     | Asst. Marching Band Director  |
| Forjohn      | Vienna     | RHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Field Hockey Coach       |
| Harkins      | Brad       | RHS      | Fall   | 6    | 100.00%       | \$1,218.00     | Fall Intramurals              |
| Hasson       | Carrie     | RHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Cheerleading Sponsor          |
| Hoertz       | Marissa    | RHS      | Fall   | 3    | 50.00%        | \$1,944.00     | Asst. Volleyball Coach        |
| Hoffman      | Mitchell   | RHS      | Fall   | 5    | 100.00%       | \$6,477.00     | Asst. Football Coach          |
| Jones        | Matthew    | RHS      | Fall   | 4    | 100.00%       | \$4,416.00     | Asst. Girls Soccer Coach      |
| Kelly        | Patrick    | RHS      | Fall   | 1    | 100.00%       | \$3,696.00     | Asst. Boys Soccer Coach       |
| Lindenberger | Mackenzie  | RHS      | Fall   | 1    | 100.00%       | \$3,388.00     | Asst. Cheerleading Coach      |
| McElroy      | William    | RHS      | Fall   | 4    | 100.00%       | \$5,520.00     | Head Girls Tennis Coach       |
| Meyler       | Gavin      | RHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Boys Soccer Coach       |
| Mohring      | Michael    | RHS      | Fall   | 6    | 100.00%       | \$6,902.00     | Asst. Football Coach          |
| Paris        | Joseph     | RHS      | Fall   | 7    | 100.00%       | \$5,172.00     | Head Golf Coach               |
| Philibin     | Kevin      | RHS      | Fall   | 3    | 100.00%       | \$972.00       | Fall Intramurals              |
| Rank         | Coryn      | RHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Field Hockey Coach      |
| Santos       | Brianna    | RHS      | Fall   | 4    | 67.00%        | \$3,698.40     | Asst. Marching Band Director  |
| Shoremount   | Michael    | RHS      | Fall   | 7    | 100.00%       | \$9,913.00     | Marching Band Director        |
| St. Clair    | Michael    | RHS      | Fall   | 7    | 100.00%       | \$9,913.00     | Head Football Coach           |
| Taglang      | Matthew    | RHS      | Fall   | 7    | 100.00%       | \$6,465.00     | Head Boys Cross Country Coach |
| Timko        | John       | RHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach          |

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| Last Name  | First Name  | Location | Season | Step | % of Contract | Total Contract | Position Title                 |
|------------|-------------|----------|--------|------|---------------|----------------|--------------------------------|
| Vecchiolli | Christina   | RHS      | Fall   | 4    | 50.00%        | \$2,208.00     | Asst. Volleyball Coach         |
| Walsh      | Steve       | RHS      | Fall   | 4    | 100.00%       | \$6,256.00     | Asst. Football Coach           |
| Walter     | Scott       | RHS      | Fall   | 1    | 66.50%        | \$3,072.30     | Asst. Marching Band Director   |
| White      | Andrew      | RHS      | Fall   | 5    | 100.00%       | \$5,715.00     | Head Girls Cross Country Coach |
| Winfield   | Mark        | RHS      | Fall   | 7    | 100.00%       | \$5,172.00     | Asst. Girls Soccer Coach       |
| Zarr       | Adam        | RHS      | Fall   | 2    | 100.00%       | \$3,780.00     | Asst. Girls Soccer Coach       |
|            |             |          |        |      |               |                |                                |
| DeLeo      | Kimberly    | FMS      | Fall   | 3    | 100.00%       | \$2,916.00     | Head Girls Soccer Coach        |
| Donnell    | Tom         | FMS      | Fall   | 3    | 100.00%       | \$2,268.00     | Asst. Girls Soccer Coach       |
| Dunn       | Michael     | FMS      | Fall   | 5    | 100.00%       | \$4,191.00     | Head Football Coach            |
| Giordano   | Benjamin    | FMS      | Fall   | 1    | 100.00%       | \$2,772.00     | Head Boys Soccer Coach         |
| Horan      | Richard     | FMS      | Fall   | 4    | 100.00%       | \$3,312.00     | Asst. Football Coach           |
| Hughes     | Miriam      | FMS      | Fall   | 4    | 100.00%       | \$2,944.00     | Head Volleyball Coach          |
| Monaghan   | John        | FMS      | Fall   | 7    | 100.00%       | \$3,017.00     | Asst. Boys Soccer Coach        |
| Murawski   | Sandra      | FMS      | Fall   | 5    | 50.00%        | \$571.50       | 6th Grade Soccer Coach         |
| Nefos      | Frank       | FMS      | Fall   | 7    | 50.00%        | \$646.50       | 6th Grade Soccer Coach         |
| Orenshaw   | Michael     | FMS      | Fall   | 6    | 100.00%       | \$3,248.00     | Head Cross Country Coach       |
| Peters     | Rebecca     | FMS      | Fall   | 2    | 100.00%       | \$2,205.00     | Asst. Volleyball Coach         |
| Subasic    | Kelly       | FMS      | Fall   | 2    | 100.00%       | \$2,835.00     | Head Field Hockey Coach        |
|            |             |          |        |      |               |                |                                |
| Beatty     | Christopher | PMS      | Fall   | 5    | 100.00%       | \$3,429.00     | Asst. Football Coach           |
| Berkes     | Andrew      | PMS      | Fall   | 3    | 100.00%       | \$972.00       | 6th Grade Soccer Coach         |
| Brandon    | Lee         | PMS      | Fall   | 6    | 100.00%       | \$4,466.00     | Head Football Coach            |
| Dumas      | Michael     | PMS      | Fall   | 5    | 100.00%       | \$3,429.00     | Asst. Football Coach           |
| Evans      | Sean        | PMS      | Fall   | 1    | 100.00%       | \$2,772.00     | Head Girls Soccer Coach        |
| Jenkins    | Stephen     | PMS      | Fall   | 7    | 100.00%       | \$3,879.00     | Asst. Football Coach           |
| Kimberling | Douglas     | PMS      | Fall   | 7    | 100.00%       | \$3,448.00     | Head Volleyball Coach          |

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| Last Name                 | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title           |
|---------------------------|------------|----------|--------|------|---------------|----------------|--------------------------|
| Lockhart                  | Nicole     | PMS      | Fall   | 1    | 100.00%       | \$2,156.00     | Asst. Field Hockey Coach |
| Lorback                   | Denise     | PMS      | Fall   | 7    | 100.00%       | \$3,879.00     | Head Field Hockey Coach  |
| Oberholtzer               | Erica      | PMS      | Fall   | 4    | 100.00%       | \$2,576.00     | Asst. Girls Soccer Coach |
| O'Neill                   | Matthew    | PMS      | Fall   | 7    | 100.00%       | \$3,879.00     | Head Boys Soccer Coach   |
| Phethean                  | Theresa    | PMS      | Fall   | 4    | 100.00%       | \$2,944.00     | Head Cross Country Coach |
| Senatore                  | Carlie     | PMS      | Fall   | 2    | 100.00%       | \$2,205.00     | Asst. Volleyball Coach   |
| Zickler                   | Cody       | PMS      | Fall   | 4    | 100.00%       | \$2,576.00     | Asst. Boys Soccer Coach  |
|                           |            |          |        |      |               |                |                          |
| Ascareggi                 | James      | SMS      | Fall   | 1    | 100.00%       | \$2,156.00     | Asst. Volleyball Coach   |
| Beegle                    | Lindsay    | SMS      | Fall   | 2    | 100.00%       | \$2,520.00     | Head Cross Country Coach |
| Callahan                  | Timothy    | SMS      | Fall   | 2    | 100.00%       | \$2,205.00     | Asst. Boys Soccer Coach  |
| Chavarria                 | Courtney   | SMS      | Fall   | 2    | 100.00%       | \$2,205.00     | Asst. Field Hockey Coach |
| Cherubino                 | Marshall   | SMS      | Fall   | 2    | 100.00%       | \$2,835.00     | Head Field Hockey Coach  |
| DellArciprete             | Joseph     | SMS      | Fall   | 3    | 100.00%       | \$3,312.00     | Head Boys Soccer Coach   |
| Egleston                  | Amanda     | SMS      | Fall   | 2    | 100.00%       | \$2,205.00     | Asst. Girls Soccer Coach |
| Gallagher                 | Lori       | SMS      | Fall   | 4    | 100.00%       | \$2,944.00     | Head Volleyball Coach    |
| Listrani                  | Erin       | SMS      | Fall   | 6    | 100.00%       | \$3,654.00     | Head Girls Soccer Coach  |
| Pester                    | Gary       | SMS      | Fall   | 2    | 100.00%       | \$2,835.00     | Asst. Football Coach     |
| Specht                    | Christian  | SMS      | Fall   | 4    | 100.00%       | \$3,312.00     | Asst. Football Coach     |
| Stolzer                   | Peter      | SMS      | Fall   | 7    | 100.00%       | \$4,741.00     | Head Football Coach      |
|                           |            |          |        |      |               |                |                          |
| Last Name                 | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title           |
| <b>Additions: '20-'21</b> |            |          |        |      |               |                |                          |
| Byrne                     | Janice     | EBE      | Annual | 5    | 100.00%       | \$3,429.00     | Science Advocate         |
| Cook                      | Karen      | EBE      | Annual | 4    | 50.00%        | \$2,576.00     | Head Teacher             |
| Cook                      | Karen      | EBE      | Annual | 7    | 50.00%        | \$1,508.50     | CCRC Facilitator         |
| DiDomenico                | Deanne     | EBE      | Annual | 1    | 50.00%        | \$1,386.00     | Computer Coordinator     |
| Dunn                      | Diana      | EBE      | Annual | 4    | 50.00%        | \$1,656.00     | Math Advocate            |

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| Last Name    | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title            |
|--------------|------------|----------|--------|------|---------------|----------------|---------------------------|
| Kraynie      | Erin       | EBE      | Annual | 4    | 100.00%       | \$736.00       | School Chorus & Musical   |
| Loper        | Alonzo     | EBE      | Annual | 3    | 50.00%        | \$486.00       | Safety Patrol Coordinator |
| Mercurio     | Harry      | EBE      | Annual | 5    | 50.00%        | \$2,667.00     | Head Teacher              |
| Naughton     | Bette      | EBE      | Annual | 6    | 50.00%        | \$1,827.00     | Computer Coordinator      |
| Rand         | Julie      | EBE      | Annual | 7    | 50.00%        | \$1,508.50     | CCRC Facilitator          |
| Reilly       | Margaret   | EBE      | Annual | 3    | 50.00%        | \$1,458.00     | Math Advocate             |
| Seifert      | Mary Jo    | EBE      | Annual | 4    | 50.00%        | \$552.00       | Safety Patrol Coordinator |
| Twaddle      | William    | EBE      | Annual | 5    | 100.00%       | \$3,429.00     | After School Intramurals  |
|              |            |          |        |      |               |                |                           |
| Alexiadis    | Jennifer   | EGE      | Annual | 6    | 100.00%       | \$2,842.00     | CCRC Facilitator          |
| Atkinson     | Nicole     | EGE      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical   |
| Brechbiel    | Megan      | EGE      | Annual | 4    | 50.00%        | \$1,656.00     | Computer Coordinator      |
| Brechbiel    | Megan      | EGE      | Annual | 5    | 100.00%       | \$1,143.00     | Safety Patrol Coordinator |
| Eleftherakis | Lisa       | EGE      | Annual | 4    | 100.00%       | \$3,312.00     | Science Advocate          |
| Kelly        | Denise     | EGE      | Annual | 5    | 100.00%       | \$5,334.00     | Head Teacher              |
| Schmitt      | Alicia     | EGE      | Annual | 2    | 50.00%        | \$1,417.50     | Computer Coordinator      |
| Tykwinski    | Paulette   | EGE      | Annual | 6    | 100.00%       | \$3,654.00     | Math Advocate             |
| Virgilio     | Edward     | EGE      | Annual | 7    | 100.00%       | \$3,879.00     | After School Intramurals  |
|              |            |          |        |      |               |                |                           |
| Buckel       | Christina  | EXE      | Annual | 7    | 100.00%       | \$3,879.00     | Science Advocate          |
| Klingler     | James      | EXE      | Annual | 4    | 100.00%       | \$3,312.00     | After School Intramurals  |
| Klingler     | James      | EXE      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical   |
| Kulesza      | Ryan       | EXE      | Annual | 3    | 100.00%       | \$2,916.00     | Math Advocate             |
| McGaughey    | Carolyn    | EXE      | Annual | 6    | 100.00%       | \$2,842.00     | CCRC Facilitator          |
| Pezone       | Jessica    | EXE      | Annual | 5    | 100.00%       | \$1,143.00     | Safety Patrol Coordinator |
| Taylor       | Tammy      | EXE      | Annual | 6    | 100.00%       | \$3,654.00     | Computer Coordinator      |
| Turner       | Kerri      | EXE      | Annual | 6    | 100.00%       | \$5,684.00     | Head Teacher              |
|              |            |          |        |      |               |                |                           |
| Bloome       | Matthew    | FHE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Coulter      | Kathleen   | FHE      | Annual | 5    | 50.00%        | \$1,333.50     | CCRC Facilitator          |
| Dean         | Sharon     | FHE      | Annual | 4    | 50.00%        | \$552.00       | Safety Patrol Coordinator |

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| Last Name   | First Name  | Location | Season | Step | % of Contract | Total Contract | Position Title            |
|-------------|-------------|----------|--------|------|---------------|----------------|---------------------------|
| Dzielawa    | Shawn       | FHE      | Annual | 3    | 50.00%        | \$1,458.00     | Computer Coordinator      |
| Farrelly    | Susan       | FHE      | Annual | 1    | 50.00%        | \$462.00       | Safety Patrol Coordinator |
| Galajda     | Amanda      | FHE      | Annual | 5    | 50.00%        | \$1,714.50     | Math Advocate             |
| Gray        | Susan       | FHE      | Annual | 5    | 100.00%       | \$5,334.00     | Head Teacher              |
| Gruber      | Jenna       | FHE      | Annual | 5    | 100.00%       | \$762.00       | School Chorus & Musical   |
| Jordan      | Erin        | FHE      | Annual | 1    | 50.00%        | \$1,386.00     | Computer Coordinator      |
| Letrinko    | Christina   | FHE      | Annual | 3    | 50.00%        | \$1,458.00     | Math Advocate             |
| Tull        | Carlton     | FHE      | Annual | 2    | 100.00%       | \$2,835.00     | After School Intramurals  |
| Watson      | Lauren      | FHE      | Annual | 4    | 100.00%       | \$3,312.00     | Science Advocate          |
| Winfield    | Carrie      | FHE      | Annual | 5    | 50.00%        | \$1,333.50     | CCRC Facilitator          |
|             |             |          |        |      |               |                |                           |
| Krasley     | Kayla       | GAE      | Annual | 2    | 100.00%       | \$945.00       | Safety Patrol Coordinator |
| Krasley     | Kayla       | GAE      | Annual | 4    | 100.00%       | \$736.00       | School Chorus & Musical   |
| Ousey       | Christopher | GAE      | Annual | 5    | 100.00%       | \$5,334.00     | Head Teacher              |
| Ousey       | Christopher | GAE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Rogers      | Matthew     | GAE      | Annual | 6    | 100.00%       | \$3,654.00     | Computer Coordinator      |
| Root        | Kara        | GAE      | Annual | 5    | 100.00%       | \$2,667.00     | CCRC Facilitator          |
| Rude        | Cheryl      | GAE      | Annual | 4    | 100.00%       | \$3,312.00     | Math Advocate             |
| Virtue-Baer | Jennifer    | GAE      | Annual | 6    | 100.00%       | \$3,654.00     | Science Advocate          |
| Yarosewick  | Michael     | GAE      | Annual | 7    | 100.00%       | \$3,879.00     | After School Intramurals  |
|             |             |          |        |      |               |                |                           |
| Cini        | Alanna      | HDE      | Annual | 3    | 50.00%        | \$486.00       | Safety Patrol Coordinator |
| DeWitt      | Kathy       | HDE      | Annual | 7    | 100.00%       | \$3,017.00     | CCRC Facilitator          |
| Giovan      | Harry       | HDE      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical   |
| Golebiewski | Angela      | HDE      | Annual | 4    | 50.00%        | \$552.00       | Safety Patrol Coordinator |
| Korb        | Ann Marie   | HDE      | Annual | 2    | 100.00%       | \$2,835.00     | Computer Coordinator      |
| Quinn       | Marilyn     | HDE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Rapoport    | Renee       | HDE      | Annual | 5    | 100.00%       | \$5,334.00     | Head Teacher              |
| Thomas      | Amy         | HDE      | Annual | 5    | 100.00%       | \$3,429.00     | Math Advocate             |
| Viggiano    | Matthew     | HDE      | Annual | 2    | 100.00%       | \$2,835.00     | Science Advocate          |
| Viggiano    | Matthew     | HDE      | Annual | 5    | 100.00%       | \$3,429.00     | After School Intramurals  |
|             |             |          |        |      |               |                |                           |

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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title            |
|------------|------------|----------|--------|------|---------------|----------------|---------------------------|
| Benfield   | Jason      | MCH      | Annual | 1    | 100.00%       | \$2,772.00     | Math Advocate             |
| Benfield   | Jason      | MCH      | Annual | 5    | 50.00%        | \$1,333.50     | CCRC Facilitator          |
| Cheney     | Kristen    | MCH      | Annual | 1    | 100.00%       | \$2,772.00     | Science Advocate          |
| Duffy      | Ann        | MCH      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Litzenberg | Mary       | MCH      | Annual | 6    | 100.00%       | \$1,218.00     | Safety Patrol Coordinator |
| Litzenberg | Mary       | MCH      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical   |
| McGeehin   | Rosemary   | MCH      | Annual | 5    | 100.00%       | \$5,334.00     | Head Teacher              |
| McGeehin   | Rosemary   | MCH      | Annual | 4    | 50.00%        | \$1,288.00     | CCRC Facilitator          |
| Monte      | Rebecca    | MCH      | Annual | 3    | 100.00%       | \$2,916.00     | After School Intramurals  |
| Sochacki   | Barbara    | MCH      | Annual | 4    | 100.00%       | \$3,312.00     | Computer Coordinator      |
|            |            |          |        |      |               |                |                           |
| Cermignano | Brian      | PWE      | Annual | 5    | 100.00%       | \$1,143.00     | Safety Patrol Coordinator |
| Davis      | Caroline   | PWE      | Annual | 4    | 100.00%       | \$3,312.00     | Science Advocate          |
| Greene     | Jennifer   | PWE      | Annual | 4    | 50.00%        | \$2,576.00     | Head Teacher              |
| Lamphere   | Christine  | PWE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Mangold    | Linda      | PWE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Mangold    | Linda      | PWE      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical   |
| Mangold    | Linda      | PWE      | Annual | 5    | 50.00%        | \$1,714.50     | Computer Coordinator      |
| Oliver     | Michael    | PWE      | Annual | 3    | 50.00%        | \$1,458.00     | After School Intramurals  |
| Ray        | Kristin    | PWE      | Annual | 5    | 50.00%        | \$2,667.00     | Head Teacher              |
| Zacharkiw  | Susan      | PWE      | Annual | 5    | 100.00%       | \$3,429.00     | Math Advocate             |
| Zang       | Samantha   | PWE      | Annual | 2    | 50.00%        | \$1,417.50     | Computer Coordinator      |
| Zang       | Samantha   | PWE      | Annual | 2    | 50.00%        | \$1,417.50     | After School Intramurals  |
|            |            |          |        |      |               |                |                           |
| Ambrosino  | Antone     | SWE      | Annual | 5    | 100.00%       | \$3,429.00     | Science Advocate          |
| Buckley    | Alyssa     | SWE      | Annual | 4    | 100.00%       | \$2,576.00     | CCRC Facilitator          |
| Caroulis   | Christina  | SWE      | Annual | 4    | 100.00%       | \$3,312.00     | Computer Coordinator      |
| Doran      | Amy        | SWE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Douglas    | Gina       | SWE      | Annual | 2    | 100.00%       | \$2,835.00     | After School Intramurals  |
| Faggiola   | Nicole     | SWE      | Annual | 3    | 50.00%        | \$486.00       | Safety Patrol Coordinator |
| Faggiola   | Nicole     | SWE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                  |
| Franz      | Jennifer   | SWE      | Annual | 1    | 50.00%        | \$462.00       | Safety Patrol Coordinator |



# Recommendations

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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title             |
|------------|------------|----------|--------|------|---------------|----------------|----------------------------|
| Morrison   | James      | SWE      | Annual | 6    | 100.00%       | \$812.00       | School Chorus & Musical    |
| Sommer     | Christine  | SWE      | Annual | 4    | 50.00%        | \$2,576.00     | Head Teacher               |
| Sommer     | Christine  | SWE      | Annual | 5    | 100.00%       | \$3,429.00     | Math Advocate              |
| Stoddard   | Lisa       | SWE      | Annual | 4    | 50.00%        | \$2,576.00     | Head Teacher               |
|            |            |          |        |      |               |                |                            |
| Blaker     | Margaret   | WTE      | Annual | 4    | 100.00%       | \$5,152.00     | Head Teacher               |
| Blaker     | Margaret   | WTE      | Annual | 7    | 50.00%        | \$1,508.50     | CCRC Facilitator           |
|            |            |          |        |      |               |                | After School               |
| Davis      | James      | WTE      | Annual | 7    | 100.00%       | \$3,879.00     | Intramurals                |
| Demi       | Kristyn    | WTE      | Annual | 2    | 50.00%        | \$1,417.50     | Computer Coordinator       |
| Dempsey    | Christine  | WTE      | Annual | 1    | 100.00%       | \$924.00       | Safety Patrol Coordinator  |
| Domizio    | Katherine  | WTE      | Annual | 4    | 100.00%       | \$736.00       | School Chorus & Musical    |
| Labik      | Joseph     | WTE      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                   |
|            |            |          |        |      |               |                | Computer                   |
| Labik      | Joseph     | WTE      | Annual | 1    | 50.00%        | \$1,386.00     | Coordinator                |
| Nyholm     | Sara       | WTE      | Annual | 1    | 100.00%       | \$2,772.00     | Science Advocate           |
| O'Donnell  | Kathryn    | WTE      | Annual | 4    | 50.00%        | \$1,288.00     | CCRC Facilitator           |
| Ottaviani  | Nathan     | WTE      | Annual | 4    | 100.00%       | \$3,312.00     | Math Advocate              |
|            |            |          |        |      |               |                |                            |
| Cooper     | Donna      | EBE/SWE  | Annual | 6    | 100.00%       | \$1,624.00     | School Band                |
| Jurik      | Leah       | EBE/SWE  | Annual | 1    | 100.00%       | \$1,232.00     | School Orchestra           |
|            |            |          |        |      |               |                |                            |
| Belczyk    | Mark       | EGE/HDE  | Annual | 7    | 100.00%       | \$1,724.00     | School Band                |
| Van Lenten | Lynn       | EGE/HDE  | Annual | 7    | 100.00%       | \$1,724.00     | School Orchestra           |
|            |            |          |        |      |               |                |                            |
| Binkley    | William    | EXE/GAE  | Annual | 7    | 100.00%       | \$1,724.00     | School Orchestra           |
| Fuette     | Kenneth    | EXE/GAE  | Annual | 7    | 100.00%       | \$1,724.00     | School Band                |
|            |            |          |        |      |               |                |                            |
| Belczyk    | Mary       | FHE/MCH  | Annual | 6    | 100.00%       | \$1,624.00     | School Orchestra           |
| Letherland | Lauren     | FHE/MCH  | Annual | 2    | 100.00%       | \$1,260.00     | School Band                |
|            |            |          |        |      |               |                |                            |
| Elder      | Megan      | PWE/WTE  | Annual | 3    | 100.00%       | \$1,296.00     | School Band                |
| Sullivan   | Kinsey     | PWE/WTE  | Annual | 3    | 100.00%       | \$1,296.00     | School Orchestra           |
|            |            |          |        |      |               |                |                            |
| Abbott     | Shayna     | FMS      | Annual | 3    | 100.00%       | \$1,296.00     | 8th Grade Team Leader      |
| Abbott     | Shayna     | FMS      | Annual | 4    | 50.00%        | \$1,472.00     | Student Activities Advisor |
|            |            |          |        |      |               |                | Student Activities         |
| Bowen      | Malina     | FMS      | Annual | 6    | 50.00%        | \$1,624.00     | Advisor                    |
| Cassidy    | Michael    | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                   |
| Conner     | Jeffrey    | FMS      | Annual | 4    | 100.00%       | \$2,576.00     | Yearbook Sponsor           |

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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                   |
|------------|------------|----------|--------|------|---------------|----------------|----------------------------------|
| Conner     | Jeffrey    | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Dannehower | Robin      | FMS      | Annual | N/A  | 100.00%       | \$2,996.00     | Subject Chair: ELA               |
| Estrada    | Jennifer   | FMS      | Annual | N/A  | 100.00%       | \$2,696.70     | Subject Chair: Special Education |
| Giuliano   | Robbie     | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Hafer      | Natalie    | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Hill       | Matthew    | FMS      | Annual | 5    | 100.00%       | \$2,667.00     | Drama Sponsor                    |
| Knaster    | Jenna      | FMS      | Annual | 1    | 100.00%       | \$924.00       | Jazz Band                        |
| Krissinger | Stuart     | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Litwa      | Jaclyn     | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| McCauley   | William    | FMS      | Annual | N/A  | 100.00%       | \$2,550.78     | Subject Chair: Social Studies    |
| Morales    | Carol      | FMS      | Annual | 6    | 100.00%       | \$1,624.00     | 7th Grade Team Leader            |
| Murawski   | Sandra     | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Nefos      | Frank      | FMS      | Annual | 6    | 100.00%       | \$1,624.00     | 6th Grade Team Leader            |
| Nefos      | Frank      | FMS      | Annual | 7    | 100.00%       | \$431.00       | Newspaper Sponsor                |
| Neufer     | Kathleen   | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| O'Neill    | Karen      | FMS      | Annual | N/A  | 100.00%       | \$2,845.00     | Detention Room Supervisor        |
| O'Neill    | Karen      | FMS      | Annual | N/A  | 100.00%       | \$2,548.00     | Subject Chair: Science           |
| Page       | Christine  | FMS      | Annual | 6    | 100.00%       | \$1,624.00     | 7th Grade Team Leader            |
| Peters     | Rebecca    | FMS      | Annual | 5    | 100.00%       | \$1,524.00     | 6th Grade Team Leader            |
| Prilutski  | Kathleen   | FMS      | Annual | 4    | 100.00%       | \$2,576.00     | Drama Assistant                  |
| Saundurs   | Todd       | FMS      | Annual | 6    | 100.00%       | \$2,436.00     | Math Counts                      |
| Scolis     | Elizabeth  | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Subasic    | Kelly      | FMS      | Annual | 6    | 100.00%       | \$1,624.00     | 8th Grade Team Leader            |
| Subasic    | Kelly      | FMS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                  |
| Subasic    | Kelly      | FMS      | Annual | N/A  | 100.00%       | \$2,630.40     | Subject Chair: Math              |
| Swift      | Thomas     | FMS      | Annual | 6    | 100.00%       | \$14,616.00    | Athletic Manager                 |
| Trombley   | Joanne     | FMS      | Annual | 7    | 100.00%       | \$3,879.00     | Science Olympiad                 |
| Westley    | Cynthia    | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Ziegler    | Matthew    | FMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
|            |            |          |        |      |               |                |                                  |
| Atkins     | John       | PMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Atkins     | John       | PMS      | Annual | N/A  | 100.00%       | \$2,612.00     | Subject Chair: Science           |
| Boyd       | Denise     | PMS      | Annual | 4    | 100.00%       | \$2,576.00     | Drama Sponsor                    |
| Chronister | Diana      | PMS      | Annual | 4    | 50.00%        | \$1,288.00     | Yearbook Sponsor                 |
| Clauser    | Nicole     | PMS      | Annual | N/A  | 100.00%       | \$2,612.00     | Subject Chair: Social Studies    |

Recommendations  
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| Last Name     | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                   |
|---------------|------------|----------|--------|------|---------------|----------------|----------------------------------|
| Cosgrove      | Heather    | PMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Crilley       | Danielle   | PMS      | Annual | 6    | 100.00%       | \$1,624.00     | 6th Grade Team Leader            |
| Curay-Cramer  | Michele    | PMS      | Annual | N/A  | 100.00%       | \$3,019.36     | Subject Chair: ELA               |
| de Zeeuw      | Kristen    | PMS      | Annual | N/A  | 100.00%       | \$2,804.00     | Subject Chair: Math              |
| Diffendall    | Cindy      | PMS      | Annual | 7    | 100.00%       | \$1,724.00     | 7th Grade Team Leader            |
| Diffendall    | Cindy      | PMS      | Annual | N/A  | 100.00%       | \$2,845.00     | Detention Room Supervisor        |
| Dummeldinger  | Matthew    | PMS      | Annual | 4    | 100.00%       | \$2,576.00     | Drama Assistant                  |
| Dummeldinger  | Matthew    | PMS      | Annual | 4    | 100.00%       | \$2,208.00     | Math Counts                      |
| Ellis         | Dan        | PMS      | Annual | 3    | 100.00%       | \$1,296.00     | 6th Grade Team Leader            |
| Fosco         | Peter      | PMS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                  |
| Haggerty      | Amberlee   | PMS      | Annual | 5    | 100.00%       | \$381.00       | Newspaper Issue                  |
| Hoffman       | Mitchell   | PMS      | Annual | 2    | 100.00%       | \$1,260.00     | 7th Grade Team Leader            |
| Hoopes-Myers  | Megan      | PMS      | Annual | 4    | 100.00%       | \$1,472.00     | 8th Grade Team Leader            |
| Hoopes-Myers  | Megan      | PMS      | Annual | 6    | 50.00%        | \$1,624.00     | Student Activities Advisor       |
| Jenkins       | Stephen    | PMS      | Annual | 7    | 100.00%       | \$1,724.00     | 8th Grade Team Leader            |
| Jenkins       | Stephen    | PMS      | Annual | 4    | 50.00%        | \$1,288.00     | Yearbook Sponsor                 |
| Kimberling    | Douglas    | PMS      | Annual | 7    | 100.00%       | \$3,879.00     | Science Olympiad                 |
| Liebsch       | Kevin      | PMS      | Annual | 5    | 100.00%       | \$1,524.00     | 6th Grade Team Leader            |
| Madiro        | Carla      | PMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Rathman       | Ashley     | PMS      | Annual | 2    | 100.00%       | \$1,260.00     | 7th Grade Team Leader            |
| Shollenberger | Kyle       | PMS      | Annual | 6    | 100.00%       | \$1,218.00     | Jazz Band                        |
| Virgilio      | Sam        | PMS      | Annual | 7    | 100.00%       | \$15,516.00    | Athletic Manager                 |
| Weaver        | Tara       | PMS      | Annual | 5    | 50.00%        | \$1,524.00     | Student Activities Advisor       |
| Whittingham   | Kelly      | PMS      | Annual | N/A  | 100.00%       | \$2,612.00     | Subject Chair: Special Education |
|               |            |          |        |      |               |                |                                  |
| Becker        | Robert     | SMS      | Annual | 6    | 100.00%       | \$3,654.00     | Science Olympiad                 |
| Braid         | Susan      | SMS      | Annual | 5    | 100.00%       | \$1,524.00     | 7th Grade Team Leader            |
| Busz          | Gerald     | SMS      | Annual | 2    | 100.00%       | \$1,260.00     | 6th Grade Team Leader            |
| Busz          | Gerald     | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Cavuto        | Jeanne     | SMS      | Annual | 5    | 100.00%       | \$2,286.00     | Math Counts                      |
| Chavarria     | Courtney   | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Claffey       | Cynthia    | SMS      | Annual | 5    | 100.00%       | \$381.00       | Newspaper Issue                  |

Recommendations

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| Last Name          | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                   |
|--------------------|------------|----------|--------|------|---------------|----------------|----------------------------------|
| Corcoran           | William    | SMS      | Annual | 7    | 100.00%       | \$15,516.00    | Athletic Manager                 |
| Costin             | Tina       | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| DAntonio           | Jennifer   | SMS      | Annual | 2    | 100.00%       | \$2,205.00     | Drama Assistant                  |
| Decker             | Rosemary   | SMS      | Annual | N/A  | 100.00%       | \$2,524.32     | Subject Chair: Social Studies    |
| Gomez              | Tracy      | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Holladay           | Colleen    | SMS      | Annual | 1    | 100.00%       | \$1,232.00     | 8th Grade Team Leader            |
| Kelley             | Donald     | SMS      | Annual | 7    | 100.00%       | \$1,293.00     | Jazz Band                        |
| Loescher-Velazquez | David      | SMS      | Annual | 5    | 100.00%       | \$1,524.00     | 6th Grade Team Leader            |
| Loescher-Velazquez | David      | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Logan              | Andrew     | SMS      | Annual | 5    | 100.00%       | \$1,524.00     | 7th Grade Team Leader            |
| Mandarino          | Therese    | SMS      | Annual | N/A  | 100.00%       | \$2,499.00     | Subject Chair: Math              |
| Patton             | Keith      | SMS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Peck               | James      | SMS      | Annual | N/A  | 100.00%       | \$2,595.04     | Subject Chair: Science           |
| Smith              | Jennifer   | SMS      | Annual | 4    | 100.00%       | \$2,576.00     | Drama Sponsor                    |
| Smith              | Patricia   | SMS      | Annual | N/A  | 100.00%       | \$2,845.00     | Detention Room Supervisor        |
| Smith              | Patricia   | SMS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                  |
| Vitello            | Diana      | SMS      | Annual | N/A  | 100.00%       | \$2,415.00     | Subject Chair: Special Education |
| White              | Andrew     | SMS      | Annual | N/A  | 100.00%       | \$2,948.64     | Subject Chair: ELA               |
| Wolensky           | Jason      | SMS      | Annual | 4    | 100.00%       | \$1,472.00     | 8th Grade Team Leader            |
|                    |            |          |        |      |               |                |                                  |
| Bayley             | Jennifer   | EHS      | Annual | N/A  | 100.00%       | \$3,868.00     | Dept. Chair: Math                |
| Bennett            | Laura      | EHS      | Annual | N/A  | 100.00%       | \$3,829.30     | Dept. Chair: Special Education   |
| Carr               | Kimberly   | EHS      | Annual | 5    | 50.00%        | \$1,714.50     | Student Council Advisor          |
| Carr               | Kimberly   | EHS      | Annual | N/A  | 100.00%       | \$3,807.20     | Dept. Chair: English             |
| Costin             | Doug       | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Densmore           | Thomas     | EHS      | Annual | 5    | 50.00%        | \$1,714.50     | Science Competition              |
| DiNatale           | Danielle   | EHS      | Annual | 1    | 50.00%        | \$3,234.00     | Yearbook Sponsor                 |
| Farrell            | Daniel     | EHS      | Annual | 4    | 100.00%       | \$2,576.00     | Debate Sponsor                   |
| Farrell            | Daniel     | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Flynn              | Erin       | EHS      | Annual | 4    | 50.00%        | \$2,024.00     | Senior Class Advisor             |
| Gallo              | John       | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                         |
| Genders            | Elizabeth  | EHS      | Annual | 2    | 50.00%        | \$945.00       | Sophomore Class Advisor          |
| Henderson          | Ruth       | EHS      | Annual | 5    | 50.00%        | \$1,714.50     | Science Competition              |

Recommendations  
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| Last Name    | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title              |
|--------------|------------|----------|--------|------|---------------|----------------|-----------------------------|
| Jones        | Brent      | EHS      | Annual | 2    | 100.00%       | \$2,205.00     | Asst. Academic Team Advisor |
| Jones        | Brent      | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                    |
| King         | Robert     | EHS      | Annual | N/A  | 100.00%       | \$3,895.60     | Dept. Chair: Science        |
| Lauter       | Heather    | EHS      | Annual | N/A  | 33.00%        | \$938.85       | Detention Room Supervisor   |
| Lauter       | Heather    | EHS      | Annual | 4    | 50.00%        | \$2,024.00     | Senior Class Advisor        |
| Lill         | Carol      | EHS      | Annual | 5    | 100.00%       | \$3,429.00     | DECA Advisor                |
| Lindros      | Brian      | EHS      | Annual | N/A  | 100.00%       | \$3,356.00     | Dept. Chair: Guidance       |
| Lindsay      | Charles    | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                    |
| Lorback      | Todd       | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                    |
| Moreno-Davis | Erica      | EHS      | Annual | 7    | 50.00%        | \$1,939.50     | Student Council Advisor     |
| Moreno-Davis | Erica      | EHS      | Annual | N/A  | 100.00%       | \$3,895.60     | Dept. Chair: World Language |
| Niedziejko   | Joseph     | EHS      | Annual | 6    | 100.00%       | \$4,872.00     | Newspaper Sponsor           |
| Niedziejko   | Joseph     | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                    |
| Owens        | Dean       | EHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                    |
| Owens        | Dean       | EHS      | Annual | N/A  | 100.00%       | \$3,784.00     | Dept. Chair: Social Studies |
| Parry        | Ann        | EHS      | Annual | 3    | 50.00%        | \$1,296.00     | Junior Class Advisor        |
| Pribish      | Jessica    | EHS      | Annual | N/A  | 33.00%        | \$938.85       | Detention Room Supervisor   |
| Rightmyer    | Jennifer   | EHS      | Annual | N/A  | 33.00%        | \$938.85       | Detention Room Supervisor   |
| Salcido      | Brian      | EHS      | Annual | 4    | 50.00%        | \$3,864.00     | Yearbook Sponsor            |
| Scelsa       | Meredith   | EHS      | Annual | N/A  | 100.00%       | \$3,524.32     | Dept. Chair: Health & PE    |
| Schlamb      | Nathan     | EHS      | Annual | 5    | 100.00%       | \$4,191.00     | Academic Team Advisor       |
| Setlock      | Yvonne     | EHS      | Annual | N/A  | 100.00%       | \$1,500.00     | AP Coordinator              |
| Swiggett     | Julian     | EHS      | Annual | 4    | 100.00%       | \$3,680.00     | Spring Drama                |
| Tepper       | Carrie     | EHS      | Annual | 2    | 50.00%        | \$945.00       | Sophomore Class Advisor     |
| Veith        | Gina       | EHS      | Annual | 2    | 100.00%       | \$4,095.00     | Musical Co-Director: Drama  |
| Werner       | Kendra     | EHS      | Annual | 7    | 100.00%       | \$5,603.00     | Musical Co-Director: Music  |
| Zimmerman    | Courtney   | EHS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School             |
| Zimmerman    | Courtney   | EHS      | Annual | 3    | 50.00%        | \$1,296.00     | Junior Class Advisor        |
|              |            |          |        |      |               |                |                             |
| Abbott       | Heidi      | HHS      | Annual | 5    | 100.00%       | \$3,429.00     | Science Competition         |
| Anderson     | William    | HHS      | Annual | 6    | 50.00%        | \$2,436.00     | Newspaper Sponsor           |
| Anderson     | William    | HHS      | Annual | 4    | 50.00%        | \$1,840.00     | Spring Drama                |

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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                 |
|------------|------------|----------|--------|------|---------------|----------------|--------------------------------|
| Boosz      | Janet      | HHS      | Annual | N/A  | 100.00%       | \$3,740.00     | Dept. Chair: World Language    |
| Bott       | Jeffrey    | HHS      | Annual | N/A  | 50.00%        | \$1,748.90     | Dept. Chair: Health & PE       |
| Boyd       | Denise     | HHS      | Annual | 5    | 50.00%        | \$2,476.50     | Musical Co-Director: Music     |
| Boyer      | Kathleen   | HHS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                |
| Boyer      | Kathleen   | HHS      | Annual | 4    | 50.00%        | \$2,024.00     | Senior Class Advisor           |
| Clay       | Charles    | HHS      | Annual | N/A  | 100.00%       | \$3,829.30     | Dept. Chair: English           |
| Corr       | Maureen    | HHS      | Annual | N/A  | 100.00%       | \$3,763.00     | Dept. Chair: Special Education |
| Corr       | Maureen    | HHS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                |
| Donley     | Dean       | HHS      | Annual | N/A  | 50.00%        | \$1,742.00     | Dept. Chair: Health & PE       |
| Dorsey     | Shanelle   | HHS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School                |
| Dorsey     | Shanelle   | HHS      | Annual | 1    | 50.00%        | \$3,234.00     | Yearbook Sponsor               |
| Gamble     | Morgan     | HHS      | Annual | N/A  | 100.00%       | \$3,420.00     | Dept. Chair: Guidance          |
| Hartman    | Nicole     | HHS      | Annual | 4    | 50.00%        | \$2,392.00     | Musical Co-Director: Music     |
| Heintz     | Jonathan   | HHS      | Annual | 4    | 100.00%       | \$2,576.00     | National Honor Society         |
| Hohwald    | Joan       | HHS      | Annual | N/A  | 100.00%       | \$4,001.56     | Dept. Chair: Math              |
| Jakubowski | Candy      | HHS      | Annual | 4    | 50.00%        | \$1,104.00     | Freshman Class Advisor         |
| Johnson    | Brian      | HHS      | Annual | 1    | 100.00%       | \$2,156.00     | Debate Sponsor                 |
| Kelly      | Kevin      | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                       |
| Kernaghan  | Stephen    | HHS      | Annual | N/A  | 100.00%       | \$3,932.00     | Dept. Chair: Social Studies    |
| Kleckner   | Ashley     | HHS      | Annual | 1    | 50.00%        | \$924.00       | Freshman Class Advisor         |
| Knott      | Kaitlyn    | HHS      | Annual | 3    | 50.00%        | \$1,296.00     | Junior Class Advisor           |
| Kozak      | Bruce      | HHS      | Annual | N/A  | 100.00%       | \$2,845.00     | Detention Room Supervisor      |
| Kozak      | Bruce      | HHS      | Annual | 6    | 100.00%       | \$2,842.00     | Asst. Academic Team Advisor    |
| Kreamer    | Jonathan   | HHS      | Annual | 4    | 100.00%       | \$4,784.00     | Musical Co-Director: Drama     |
| Lammey     | Dan        | HHS      | Annual | 7    | 50.00%        | \$2,155.00     | Spring Drama                   |
| Lunardi    | John       | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                       |
| Marabella  | Brandon    | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                       |
| McClintock | Whitney    | HHS      | Annual | 4    | 50.00%        | \$2,024.00     | Senior Class Advisor           |
| McClintock | Whitney    | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                       |
| McCormick  | Lauren     | HHS      | Annual | 3    | 50.00%        | \$1,296.00     | Junior Class Advisor           |
| Murphy     | Connor     | HHS      | Annual | 2    | 50.00%        | \$945.00       | Sophomore Class Advisor        |

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| Last Name    | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title       |
|--------------|------------|----------|--------|------|---------------|----------------|----------------------|
| O'Connor     | Stuart     | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty             |
| Orlando      | Kevin      | HHS      | Annual | N/A  | 100.00%       | \$4,090.08     | Dept. Chair: Science |
| Pierce       | Edward     | HHS      | Annual | 6    | 50.00%        | \$1,624.00     | Literary Magazine    |
| Rowe         |            |          |        |      |               |                | Student Council      |
| Wlodarczyk   | Kelly      | HHS      | Annual | 4    | 100.00%       | \$3,312.00     | Advisor              |
| Snider       | Nicole     | HHS      | Annual | 5    | 50.00%        | \$4,000.50     | Yearbook Sponsor     |
|              |            |          |        |      |               |                | Academic Team        |
| Sobieck      | Stephen    | HHS      | Annual | 6    | 100.00%       | \$4,466.00     | Advisor              |
| Sok          | Peter      | HHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty             |
| Teague       | Kathleen   | HHS      | Annual | N/A  | 100.00%       | \$1,500.00     | AP Coordinator       |
| Umile        | Marc       | HHS      | Annual | 6    | 50.00%        | \$1,624.00     | Literary Magazine    |
| Umile        | Marc       | HH       | Annual | 3    | 50.00%        | \$1,944.00     | Newspaper Sponsor    |
| Webber       | Melissa    | HHS      | Annual | 7    | 100.00%       | \$3,879.00     | DECA Advisor         |
|              |            |          |        |      |               |                | Sophomore Class      |
| Wilson       | Charles    | HHS      | Annual | 2    | 50.00%        | \$945.00       | Advisor              |
|              |            |          |        |      |               |                |                      |
|              |            |          |        |      |               |                | Sophomore Class      |
| Ainsworth    | Ashley     | RHS      | Annual | 2    | 50.00%        | \$945.00       | Advisor              |
| Alvanitakis  | John       | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty             |
| Arndt        | Michael    | RHS      | Annual | 1    | 50.00%        | \$1,078.00     | Debate Sponsor       |
|              |            |          |        |      |               |                | Student Council      |
| Arndt        | Michael    | RHS      | Annual | 4    | 50.00%        | \$1,656.00     | Advisor              |
| Arscott      | Joseph     | RHS      | Annual | 3    | 50.00%        | \$1,782.00     | Senior Class Advisor |
| Arscott      | Joseph     | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty             |
| Bannister    | Jennifer   | RHS      | Annual | 4    | 50.00%        | \$3,864.00     | Yearbook Sponsor     |
|              |            |          |        |      |               |                | Sophomore Class      |
| Barry        | Grace      | RHS      | Annual | 2    | 50.00%        | \$945.00       | Advisor              |
|              |            |          |        |      |               |                | Dept. Chair: Special |
| Bickel       | Katherine  | RHS      | Annual | N/A  | 100.00%       | \$3,612.00     | Education            |
|              |            |          |        |      |               |                | Academic Team        |
| Blankenhagen | John       | RHS      | Annual | 3    | 100.00%       | \$2,268.00     | Assistant            |
| Bodak-Gyovai | Jennifer   | RHS      | Annual | 6    | 50.00%        | \$4,263.00     | Yearbook Sponsor     |
| Brewer       | Sharon     | RHS      | Annual | N/A  | 100.00%       | \$110/week     | Saturday School      |
|              |            |          |        |      |               |                | Musical Co-Director: |
| Byerly       | Scott      | RHS      | Annual | 7    | 90.00%        | \$5,042.70     | Drama                |
| Byerly       | Scott      | RHS      | Annual | 6    | 100.00%       | \$4,060.00     | Spring Drama         |
| Byerly       | Scott      | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty             |
| Byrd         | James      | RHS      | Annual | 5    | 25.00%        | \$857.25       | Science Competition  |
|              |            |          |        |      |               |                | Academic Team        |
| Chessock     | Amy        | RHS      | Annual | 5    | 100.00%       | \$4,191.00     | Advisor              |
|              |            |          |        |      |               |                | National Honor       |
| Clark        | David      | RHS      | Annual | 5    | 100.00%       | \$2,667.00     | Society              |
|              |            |          |        |      |               |                | Dept. Chair:         |
| Crowe        | Bobbie     | RHS      | Annual | N/A  | 100.00%       | \$3,382.88     | Guidance             |
| Diehl        | Kevin      | RHS      | Annual | 3    | 100.00%       | \$3,888.00     | Newspaper Sponsor    |

Recommendations  
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| Last Name  | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                |
|------------|------------|----------|--------|------|---------------|----------------|-------------------------------|
| D'Urbano   | Robert     | RHS      | Annual | N/A  | 50.00%        | \$1,806.00     | Dept. Chair: Health & PE      |
| Ellis      | Ann        | RHS      | Annual | 6    | 50.00%        | \$2,639.00     | Musical Co-Director: Music    |
| Fitzgerald | Nora       | RHS      | Annual | 4    | 10.00%        | \$478.40       | Musical Co-Director: Drama    |
| Graham     | Marya      | RHS      | Annual | 4    | 50.00%        | \$1,104.00     | Freshman Class Advisor        |
| Haid       | William    | RHS      | Annual | N/A  | 100.00%       | \$4,019.36     | Dept. Chair: Social Studies   |
| Hammond    | Marissa    | RHS      | Annual | N/A  | 50.00%        | \$1,815.20     | Dept. Chair: Health & PE      |
| Harkins    | Brad       | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                      |
| Harrison   | Ted        | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                      |
| Hoesch     | Thomas     | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                      |
| Hutchinson | Glenn      | RHS      | Annual | N/A  | 100.00%       | \$2,845.00     | Detention Room Supervisor     |
| Kline      | Rebecca    | RHS      | Annual | 3    | 50.00%        | \$1,296.00     | Junior Class Advisor          |
| McCarter   | Christine  | RHS      | Annual | 6    | 100.00%       | \$3,654.00     | DECA Advisor                  |
| McCarter   | Christine  | RHS      | Annual | N/A  | 100.00%       | \$34.59/hr     | Bus Duty                      |
| McVeigh    | Elizabeth  | RHS      | Annual | 4    | 50.00%        | \$1,472.00     | Junior Class Advisor          |
| Menzel     | Laura      | RHS      | Annual | N/A  | 100.00%       | \$4,028.20     | Dept. Chair: Science          |
| Reidenberg | Regina     | RHS      | Annual | 4    | 50.00%        | \$2,024.00     | Senior Class Advisor          |
| Shoremount | Michael    | RHS      | Annual | 5    | 50.00%        | \$2,476.50     | Musical Co-Director: Music    |
| Suarez     | Jaime      | RHS      | Annual | 6    | 50.00%        | \$1,827.00     | Science Competition           |
| Sweeley    | Diane      | RHS      | Annual | N/A  | 100.00%       | \$3,804.00     | Dept. Chair: Math             |
| Taglang    | Matthew    | RHS      | Annual | N/A  | 100.00%       | \$3,696.70     | Dept. Chair: World Language   |
| Turley     | Abigail    | RHS      | Annual | 6    | 100.00%       | \$3,248.00     | Literary Magazine             |
| Turley     | Abigail    | RHS      | Annual | N/A  | 100.00%       | \$3,807.20     | Dept. Chair: English          |
| Vecchiolli | Christina  | RHS      | Annual | 4    | 50.00%        | \$1,104.00     | Freshman Class Advisor        |
| Whitton    | Tanna      | RHS      | Annual | N/A  | 100.00%       | \$1,500.00     | AP Coordinator                |
| Whitton    | Tanna      | RHS      | Annual | 4    | 25.00%        | \$828.00       | Science Competition           |
| Winfield   | Mark       | RHS      | Annual | 5    | 50.00%        | \$1,333.50     | Debate Sponsor                |
| Winfield   | Mark       | RHS      | Annual | 6    | 50.00%        | \$1,827.00     | Student Council Advisor       |
|            |            |          |        |      |               |                |                               |
| Belczyk    | Mary       | District | Annual | 6    | 50.00%        | \$1,827.00     | Honors Orchestra - Elementary |
| Boyd       | Denise     | District | Annual | 4    | 33.00%        | \$1,092.96     | Honors Chorus - Middle        |
| Celfo      | Timothy    | District | Annual | 5    | 100.00%       | \$3,429.00     | Honors Orchestra - Middle     |



Recommendations  
Supplement to the Agenda –ADDENDUM – 2020.8.3. p.19

| Last Name     | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title                |
|---------------|------------|----------|--------|------|---------------|----------------|-------------------------------|
| Cooper        | Donna      | District | Annual | 2    | 33.00%        | \$935.55       | Honors Band - Elementary      |
| Domizio       | Katherine  | District | Annual | 2    | 50.00%        | \$1,417.50     | Honors Chorus - Elementary    |
| Elder         | Megan      | District | Annual | 3    | 33.00%        | \$962.28       | Honors Band - Elementary      |
| Grello        | Melissa    | District | Annual | 5    | 33.00%        | \$1,131.57     | Honors Chorus - Middle        |
| Hill          | Matthew    | District | Annual | 5    | 33.00%        | \$1,131.57     | Honors Chorus - Middle        |
| Jurik         | Leah       | District | Annual | 1    | 50.00%        | \$1,386.00     | Honors Orchestra - Elementary |
| Kelley        | Donald     | District | Annual | 7    | 33.00%        | \$1,280.07     | Honors Band - Middle School   |
| Kelly         | Katrina    | District | Annual | 6    | 100.00%       | \$3,654.00     | Honors Orchestra - High       |
| Knaster       | Jenna      | District | Annual | 1    | 33.00%        | \$914.76       | Honors Band - Middle School   |
| Letherland    | Lauren     | District | Annual | 1    | 33.00%        | \$914.76       | Honors Band - Elementary      |
| Litzenberg    | Mary       | District | Annual | 4    | 50.00%        | \$1,656.00     | Honors Chorus - Elementary    |
| Shollenberger | Kyle       | District | Annual | 6    | 33.00%        | \$1,205.82     | Honors Band - Middle School   |
|               |            |          |        |      |               |                |                               |
| Puente Lassen | Ana Maria  | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Barkley       | Asha       | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Gallagher     | Jennifer   | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| King          | Rebecca    | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Lindsay       | Anskis     | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Matos Perez   | Hilda      | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Perez         | Nancy      | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Simmons       | Suzanne    | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
| Singer        | Rebecca    | District | Annual | N/A  | 100.00%       | \$34.59/hr     | Translator Services           |
|               |            |          |        |      |               |                |                               |
| Belczyk       | Mark       | District | Annual | 7    | 100.00%       | \$3,448.00     | Webmaster: Elementary         |
| Dorsey        | Shanelle   | District | Annual | 2    | 100.00%       | \$2,520.00     | Webmaster: High School        |
| Patton        | Keith      | District | Annual | 6    | 100.00%       | \$3,248.00     | Webmaster: Middle School      |
| Peck          | James      | District | Annual | 3    | 100.00%       | \$2,592.00     | Webmaster: Elementary         |
|               |            |          |        |      |               |                |                               |
| Abbott        | Heidi      | District | Annual | 3    | 100.00%       | \$2,268.00     | District Robotics             |

# Recommendations

Supplement to the Agenda –ADDENDUM – 2020.8.3. p.20

| Last Name                       | First Name | Location | Season | Step | % of Contract | Total Contract | Position Title              |
|---------------------------------|------------|----------|--------|------|---------------|----------------|-----------------------------|
|                                 |            |          |        |      |               |                |                             |
| Tepper                          | Carrie     | District | Annual | N/A  | 100.00%       | \$4,380.00     | District Chair: Health & PE |
|                                 |            |          |        |      |               |                |                             |
| <b><i>Removals: None</i></b>    |            |          |        |      |               |                |                             |
|                                 |            |          |        |      |               |                |                             |
| <b><i>Adjustments: None</i></b> |            |          |        |      |               |                |                             |

**WEST CHESTER AREA SCHOOL DISTRICT**

**August 3, 2020**

**OTHER BUSINESS**

**ACTION ITEMS**

**Approval of Phased School Reopening Health and Safety Plan**

Approval is requested of the Phased School Reopening Health and Safety Plan

*I so move.*

# **West Chester Area School District**

## **Health and Safety Plan**

The West Chester Area School District Health and Safety Plan was created in accordance with the advice provided by medical officials, guidelines from the PA Department of Education, Centers for Disease Control, Chester County Health Department, and PA Department of Health. The writing of this plan has taken into consideration and input from parents, staff and students. All updates to this plan and information about [Reopening of Schools](#) can be found on the West Chester Area School District Website. The purpose of this plan is to achieve the following goals:

- Maximize the protection of students, staff, and families while taking reasonable precautions to do so.
- Provide safe, educational programs for students.
- Establish clear communication protocols to ensure that parents, staff, students and community members receive accurate and timely information regarding the operations of schools.
- Provide flexibility for parents and staff to move in and out of “in-person”, hybrid, or remote instruction.
- Provide essential services and resources to students to address anxiety and/or mental health concerns.

The West Chester Area School District (WCASD) recognizes that there are no optional ways to open schools during a pandemic. The goal is to safely continue school instruction. We also recognize that the governor of Pennsylvania has structured the reopening of Pennsylvania into three phases: red, yellow, and green. These designations signal how counties and/or regions may begin easing some restrictions on schools, and we recognize that our plans must be fluid in order to move in and out of each phase. Currently:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited. West Chester Area School District will operate schools in a Remote Learning format when in this phase. Instruction will be delivered in a combination of synchronous and asynchronous classes.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity’s publicly available website. Yellow phase allows gatherings of no more than 25 people. Green phase allows gatherings of no more than 250 people. The WCASD plan is written to be flexible in both yellow and green phases but begins with a hybrid schedule to achieve 6 feet of social distancing.

**Our plan is written with the following assumptions:**

- **There will not be a cure, or vaccine for the Covid-19 virus for the start of the school year.** (August 31, 2020)
- **The district has limited funding for the purpose of opening schools.** Because of the size of our district (16 schools and 12,000 students), with more than 2.2 million square feet of building space to maintain, our funds must be spent wisely for the purpose of providing the safest possible learning environment for students and staff.

**In order to phase in for face to face instruction, we assume:**

- **Parents agree to take the temperatures of their children each morning before sending them to school.** The spread of viruses can be significantly reduced with the implementation of good hygiene by all. If children are sick, they need to remain at home. Temperatures may also be checked prior to entering the school each day.
- **Staff members agree to take their own temperatures each morning.** If a staff member is sick, that staff member agrees to stay home. Temperatures may also be checked prior to entering the school each day.
- **Social distancing of at least six feet** will be maintained. Some schools may require the use of alternate spaces to realize six feet (e.g. art and music rooms). All classroom seats will be arranged to face one direction.
- **Enough parents (approximately 30%) volunteer to transport children** to reduce the number of children riding a bus with a maximum of two to a seat.
- **Enough staff are available to operate schools each day.** Some staff may have compromised immune systems and or be living with a person with compromised immune systems and may not be able to report to work. Some of these teachers can be scheduled to teach in the West Chester Cyber program.
- **Buses** - Students will be required to wear face masks while on the bus. Seating will be limited to two children per seat. Drivers will wear masks when operating the buses. Buses will be disinfected between bus runs.
- **Cafeteria/Lunch - Green phase** - In order to maintain social distancing, secondary schools will utilize auxiliary gyms as a cafeteria space. ( $\frac{2}{3}$  in the cafeteria, and  $\frac{1}{3}$  in the auxiliary gym). Elementary schools will alternate every other day eating lunch in the cafeteria or in classrooms. **Yellow phase** - Lunches will be served in classrooms.
- **Face Coverings - Green phase/Yellow phase - All staff wear masks/face shields except when:**
  - working alone at a workstation.
  - eating lunch.

- cannot wear it due to a medical condition; including those with respiratory issues that impede breathing, mental health condition, or disability.
- **All students wear Face Coverings all the time except when:**
  - eating lunch.
  - more than six feet of social distancing can be achieved outside (according to the most updated guidance from PDE, PA Department of Health, or governor).
  - mask breaks are scheduled.
  - cannot wear it due to a medical condition; including those with respiratory issues that impede breathing, mental health condition, or disability.
- **General cleaning and hygiene - Green and Yellow phase** -All classrooms will be disinfected on a daily basis. Common touch areas will be disinfected three times a day. For classrooms with sinks, soap dispensers will be filled regularly. For classrooms without sinks, hand sanitizer will be provided. All water fountains will be disabled unless they are touchless filling stations for water bottles. Students are encouraged to bring their own water bottles. Bottled water will also be provided for students.
- **Elementary School Special area classes (Art, Music, PE, Library)** - social distancing will be followed. PE classes will focus on individual lifetime fitness rather than team activities. Some schools may require art and music to be conducted in the classroom.
- **After school sports/activities** - Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.
- **Procedures for when a student or staff member has tested positive for Covid-19** – The district is following Chester county Department of Health guidance on contact tracing, notification to parents and community, as well as disinfecting procedures.
- **When using a hybrid schedule, we will follow an AA/BBB or AAA/BB schedule.** Half the students will attend school on the days labeled A (last names beginning with A-K), the other half of the students will log in to class via zoom. On the B days (last names beginning with letters L-Z) will attend in person while the A day students log in remotely. Here is a sample schedule:

| Sample Hybrid Schedule              |                                     |                                     |                                     |                                     |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Monday                              | Tuesday                             | Wednesday                           | Thursday                            | Friday                              |
| Group A:<br>In-School/<br>In-Person | Group A:<br>In-School/<br>In-Person | Group A:<br>In-School/<br>In-Person | Group A:<br>Remote<br>Learning      | Group A:<br>Remote<br>Learning      |
| Group B:<br>Remote<br>Learning      | Group B:<br>Remote<br>Learning      | Group B:<br>Remote<br>Learning      | Group B:<br>In-School/<br>In-Person | Group B:<br>In-School/<br>In-Person |

Dr. James R. Scanlon, Superintendent of Schools, presented the West Chester Area School District reopening plan to the community on Wednesday, July 29, 2020. The [video presentation and PowerPoint](#) can be viewed on the district's website. The recommended course of action is to begin the school year in a remote setting. A summary of the remote plan follows.

## **Begin Year with Remote Learning**

for First Quarter of Year (Thanksgiving)

### **(with WC Cyber as an Option for Families)**

- **Remote Learning 2.0** – Improved over last spring – and more synchronous (live) instruction. Instruction will be recorded for flexibility/student ability to watch again.
- **WC [Cyber Program](#)** – option is available for parents k-12. This program is different from Remote Learning 2.0, and provides more asynchronous learning with teacher check ins for a more flexible schedule. The elementary cyber program requires an adult at home to assist with the learning. In order for the school district to staff for this program, parents must choose that option no later than Friday, August 7.
- Low incidence disabilities students receive services in schools when necessary (green and yellow phase)

## **Guiding Principles**

- Safety of Students and Staff – *Has to be top priority.* Every model carries risks
- Equity - Not all kids and families have same access, needs, resources.
- Monitoring student needs
- Students with “low incidence disabilities” (highest need) will attend in person every day (approx. 190 students) as they did this summer
- As local pandemic improves, goal is to bring youngest students back to full time schooling first
- Need for flexibility to phase in and out of hybrid, full-time in-person learning, or Remote Learning 2.0. At the end of September, we will evaluate by reviewing infection rates. As rates slow down, we will consider the hybrid model for return (see page 13).

## **What will At-Home Remote learning look like?**

**How will students access instruction/curriculum when not in school?** Students will access curriculum via Schoology; will have live, small-group instruction. District will work with teachers to provide a balance of synchronous (live) and asynchronous instruction. Synchronous instruction will be recorded.

**Will students have daily access to teachers?** Yes, teachers will be conducting live instruction every day, and will be able to respond to students.

**What happens if students need help with work?** Teachers will schedule small groups/individual support time, or support service staff will schedule a time (e.g. reading specialists, math specialist) with students.

**Will students be in front of a screen all day?** Breaks will be built into the school day for screen-free time.

## **Elementary Options for Opening Schools**

### **Remote Learning 2.0**

- Your child's brick & mortar teacher
- 1 live Math AND English Language Arts lesson / day
- 2 – 4 live small group lessons / week
- Live Daily Class Meetings
- Planned live small group lessons
- 1 live or pre-recorded Special Area Class / day
- 1 live or pre-recorded Science/Social Studies / day
- Support from teacher throughout day

### **WC Cyber Program**

- Program is less synchronous than Remote 2.0. Provides more flexibility for parents to help students complete work.
- Teachers and students from across WCASD, not necessarily your child's home school
- Live Daily Class Meetings
- 1 live daily Math or English Language Arts lesson
- 1 live or pre-recorded Special Area class / day
- Approximately 2 - 4 live small group lessons / week
- Live lessons will be recorded to be viewed later
- Support from teacher throughout day
- Curriculum aligned to district curriculum



**SAMPLE Elementary Schedule for Remote Learning 2.0 – Daily  
(Synchronous Meetings noted in BLUE)**

|             |                                                                                                                                      |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------|
| 9:00-10:00  | Live Morning Meeting Check-in and Live ELA lesson. Complete learning activities via Schoology or Seesaw.                             |
| 10:00-11:00 | Teacher-led live small reading groups (approx. 2-4/week). Complete Word Study, Grammar, or Writing Activity via Schoology or Seesaw. |
| 11:00-12:00 | Lunch/Recess                                                                                                                         |
| 12:00-1:00  | Live Math lesson. Complete Freckle review and workbook pages.                                                                        |
| 1:00-1:45   | Specials – Live or view pre-recorded lesson.                                                                                         |
| 1:45-2:00   | Movement Break                                                                                                                       |
| 2:00-3:00   | View Live or view pre-recorded Science or Social Studies lesson and complete follow up learning activity.                            |

**SAMPLE Elementary Schedule for Cyber Program – Daily  
(Synchronous Meetings noted in **ORANGE**)**

|             |                                                                                                      |
|-------------|------------------------------------------------------------------------------------------------------|
| 9:15-10:00  | Live Morning Meeting Check-in. Review Daily Learning Plan.                                           |
| 9:15-10:15  | Review recorded Reading Lesson. Complete follow-up learning activities.                              |
| 10:15-11:00 | Teacher-led live small groups (approx. 2-4/week). Complete Word Study, Grammar, or Writing Activity. |
| 11:00-12:00 | Lunch/Recess                                                                                         |
| 12:00-1:00  | Live Math lesson. Complete Freckle review and workbook pages.                                        |
| 1:00-1:45   | Specials – Live or view pre-recorded lesson.                                                         |
| 1:45-2:00   | Movement Break                                                                                       |
| 2:00-3:00   | View pre-recorded Science or Social Studies lesson and complete follow up learning activity.         |

# **Secondary Options for Opening Schools**

## **Remote Learning 2.0**

- Students will continue to learn from the same teachers, with the same classmates
- Students are required to attend class and will follow a block schedule.
- Teachers will provide a combination of live instruction via Zoom or pre-recorded lessons. Live class meetings.
- Instruction will maintain the full scope and sequence for all courses.
- Students will receive feedback from teachers and grades for their work.

## **WC Cyber Program**

- Curriculum is fully aligned to the WC curriculum
- Teachers and students from across WCASD, not necessarily your child's home school
- Mostly self-paced learning activities, with asynchronous learning
- Approximately 2 - 4 live small group lessons per week
- Live lessons will be recorded to be viewed later
- Support from teacher throughout day

**SAMPLE Secondary Schedule for Remote Learning 2.0 – Daily**  
**(Synchronous Meetings noted in BLUE)**

| Period | Time         | Class/Activity                                                        |
|--------|--------------|-----------------------------------------------------------------------|
| 1      | 8:45 – 10:05 | English 10 Honors<br>Live Zoom Check-in and<br>Schoolology Discussion |
| 2      | 10:10-11:30  | Chemistry Honors<br>Complete Lab Report on<br>Schoolology             |
|        | 11:35-12:40  | Lunch                                                                 |
| 3      | 12:45-2:05   | Sociology<br>Live Zoom Check-in for Class<br>Discussion               |
| 4      | 2:10-3:30    | Algebra 2 Accelerated Honors<br>Complete Schoolology<br>Assignment    |

**SAMPLE Secondary Schedule for WC Cyber**  
**(Synchronous Meetings noted in ORANGE)**

| <b>Monday (AM)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Monday (PM)</b>                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Tuesday (AM)</b>                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Tuesday (PM)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Math:</b><br/>View the lesson on Squares &amp; Square Roots &amp; Complete Problem Set (Approx. 50 minutes)</p> <p><b>Social Studies:</b><br/>Continue to work on your essay about cultural diversity.<br/><b>Conferencing with the teacher by appointment.</b> (Approx. 40 minutes)</p> <p><b>Health &amp; PE:</b><br/>Personal Fitness Goal Settings (App. 20 minutes)<br/>Lesson on Nutrition and Digestive System (Approx. 20 minutes)</p> | <p><b>Science:</b><br/>Follow the lesson Mitosis; Complete the Virtual Lab and Write your Lab Report (Approx. 90 min)</p> <p><b>English Language Arts:</b><br/>Complete your IXL reading assessment; Independent Novel Reading and Response Journal. (Approx. 40 minutes)</p> <p><b>Spanish:</b><br/><b>Class Discussion on Verb Tenses and Speaking Practice</b> (App. 30 minutes)<br/>Vocabulary Activities (Approx. 15 minutes)</p> | <p><b>Math:</b><br/><b>Small Group Lesson – Support or Extension on Squares &amp; Square Roots</b> (Approx. 30 min)</p> <p><b>Graphic Design:</b><br/>Lesson on Adobe Illustrator Curvature Tool and introduction to the “Name” Project. (Approx. 30 minutes)<br/>Independent Project Work Time (Approx. 60 min)</p> <p><b>Health &amp; PE:</b><br/>Virtual Lab work on the digestive process (Approx. 30 minutes)</p> | <p><b>Social Studies:</b><br/>Continue to work on your essay about cultural diversity. Conferencing with the teacher by appointment. (Approx. 40 minutes)</p> <p><b>English Language Arts:</b><br/><b>Intro to writing task, lesson on Thesis statements and parallelism</b> (Approx. 20 min)<br/>Begin working on rough draft of essay. (Approx. 30 minutes)</p> <p><b>Spanish:</b><br/>FlipGrid post on social interaction scenarios. (Approx. 15 minutes)</p> |

# Components of Plan

- Parents have choice between Remote 2.0 or WC Cyber
- Middle and High school on block schedule
- Remote learning 2.0 is combination of synchronous (live) and asynchronous (recorded) learning, K-12
- Low incidence disabilities students receive services in schools when necessary (green and yellow phase)
- Working to deliver services to English Learners and/or students without internet access
- Working with local child care providers to provide child care options for staff and parents

**Internal Reopening Team will continue to meet throughout summer and will evaluate and make determination on numerous issues, including:**

- **Athletics** – Monitoring guidance from PIAA. Will examine a health/fitness component.
- **Performing Arts/Specials** – District working with teachers on solutions.
- **Extra-curricular clubs** that can run virtually will do so.
- **Kindergarten Screening** – To be determined.

## **Pupil Services**

- All students with low incidence disabilities attend in-person every day. (approximately 190 students – continuing summer program)
- Transition activities will take place the first two weeks of school including an emphasis on social emotional learning.
- Counselors, school psychologists and mental health specialists will be available to support students.
- Evaluations to determine eligibility for special education and 504 plans will occur taking additional safety measures.
- Nurses have been consulting with the district's physician and put additional safety measures in place.
- Caseworkers will be supporting families in need.

## **Special Education & English Learners – WC Cyber Program**

- An IEP meeting will be held for all students with disabilities prior to school starting to determine how individualized needs will be met.
- A special education teacher will be available at the elementary and secondary level to provide instruction and support.
- An English Language Development teacher will be available to provide support in the WC Cyber program.
- Some synchronous instruction will be provided.

## Type of Reopening

### Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

**Based on your county's current designation and local community needs, which type of reopening has your school entity selected?**

- ☐ Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- ☐ Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- ☐ Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- ☒ Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):**

At the end of September, we will evaluate by reviewing the infection rates in the community. As we see rates slowdown, we will consider the hybrid model with three to six feet of social distancing. If infection rates are on the rise, we will continue instructing students via remote learning. We will be evaluating community conditions every three weeks with the Chester County Department of Health to verify data points.



## Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked "Pandemic Coordinator". For each additional pandemic team member, enter the individual's name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under "Pandemic Team Roles and Responsibilities":

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

| Individual(s)         | Stakeholder Group Represented                    | Pandemic Team Roles and Responsibilities (Options Above) |
|-----------------------|--------------------------------------------------|----------------------------------------------------------|
| Dr. Jim Scanlon       | Superintendent                                   | Both                                                     |
| Dr. Robert Sokolowski | Assistant Superintendent and Secondary Education | Both                                                     |
| Dr. Jeff Ulmer        | Director of Human Resources                      | Both                                                     |
| Mr. Kevin Campbell    | Director of Facilities and Operations            | Both                                                     |
| Dr. Leigh Ann Ranieri | Director of Pupil Services                       | Both                                                     |

| Individual(s)      | Stakeholder Group Represented     | Pandemic Team Roles and Responsibilities (Options Above) |
|--------------------|-----------------------------------|----------------------------------------------------------|
| Mr. John Scully    | Director of Business Affairs      | Both                                                     |
| Dr. Tammi Florio   | Director of Teaching and Learning | Both                                                     |
| Mr. Michael Wagman | Director of Technology Services   | Both                                                     |
| Ms. Jennifer Neill | Communications Manager            | Both                                                     |
| Principals         |                                   | Both                                                     |

## Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (\*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

## Cleaning, Sanitizing, Disinfecting, and Ventilation

### Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### Summary of Responses to Key Questions:

#### Re-opening of schools and In-person learning for low incidence disabilities children (continuation of summer program)

CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

| Requirements                                                                                                                                                                              | Action Steps under Yellow Phase          | Action Steps under Green Phase           | Lead Individual and Position                             | Materials, Resources, and or Supports Needed                                                                               | PD Required (Y/N) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------|
| * Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation) | <b><u>See areas identified below</u></b> | <b><u>See areas identified below</u></b> | Mr. Kevin Campbell – Director of Facilities & Operations | Disinfectant Sprayers<br>Disinfectant<br>Face shields<br>Masks<br>Gloves<br>Tyvek suits<br>Spray bottles<br>Hand sanitizer | Y Custodial staff |

| Requirements                                                                                                  | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                    | Action Steps under Green Phase                                                                                                                               | Lead Individual and Position | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------------|-------------------|
| Ventilation practices                                                                                         | All ventilation systems will be in operation 24 hours a day on all days.<br>Ceiling fan use should be suspended.<br>In non- air conditioned spaces window fans blowing out of a operable window can be used.<br>Filters on units will be changed every four weeks instead of 4 months.<br>Interior doors should remain closed to allow for most air circulation internal to classroom.<br>Exterior windows should be opened to increase circulation of indoor air. | Same as Yellow.                                                                                                                                              |                              |                                              |                   |
| Administrative Suites, Guidance and other areas as needed                                                     | Area will be cleaned and all touch surfaces will be disinfected daily.                                                                                                                                                                                                                                                                                                                                                                                             | Same as Yellow.                                                                                                                                              |                              |                                              |                   |
| Bathrooms                                                                                                     | All touch surfaces will be cleaned and disinfected twice during the school day, with one complete cleaning conducted outside of in service times.                                                                                                                                                                                                                                                                                                                  | All touch surfaces will be cleaned and disinfected once during the school day, with one complete cleaning conducted outside of in service times.             |                              |                                              |                   |
| Hallways, common areas, frequently touched surfaces (water fountains, handrails, door knobs, entrances, etc.) | All touch surfaces will be cleaned and disinfected twice during the school day, in addition to a complete cleaning of the space, outside of in service times.                                                                                                                                                                                                                                                                                                      | All touch surfaces will be cleaned and disinfected once during the school day, in addition to a complete cleaning of the space, outside of in service times. |                              |                                              |                   |

| Requirements                                                                                                           | Action Steps under Yellow Phase                                                              | Action Steps under Green Phase                                                                                                     | Lead Individual and Position | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------------|-------------------|
| Large group areas, gymnasiums, locker rooms, etc.                                                                      | Weekly cleaning. If used as educational space cleaning will match classrooms spaces.         | Cleaned and disinfected daily.                                                                                                     |                              |                                              |                   |
| Cafeterias                                                                                                             | Not used. Weekly cleaning.                                                                   | Daily clean and disinfect all touch surfaces, floors, and tables. Assist Aramark with disinfecting and cleaning tables, if needed. |                              |                                              |                   |
| Classroom and touch surfaces (pencil sharpeners, sinks, door handles, countertops, student cubbies, cabinet doors, etc | Cleaned and disinfected daily.                                                               | Same as Yellow                                                                                                                     |                              |                                              |                   |
| Desks and chairs                                                                                                       | Cleaned and disinfected daily.                                                               | Cleaned and disinfected daily at secondary schools and every other day in elementary schools                                       |                              |                                              |                   |
| Floors                                                                                                                 | Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly | Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly                                       |                              |                                              |                   |
|                                                                                                                        |                                                                                              |                                                                                                                                    |                              |                                              |                   |

## **Social Distancing and Other Safety Protocols**

### **Key Questions**

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### **Summary of Responses to Key Questions:**

#### **In-person learning for low incidence disabilities children (continuation of summer pilot program)**

Classrooms will be set up to allow a minimum of six feet between each desk (when feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, masks will be worn by staff and encouraged for students. Six feet distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put it on, take it off, and maintain it). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.

Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature taken prior to the first run and are required to wear a mask as staff and/or students embark and disembark the bus. There will be hand sanitizer on the bus and the bus will be disinfected between runs. Students will sit one to a seat. Aides will be required to wear a mask and other PPE (as needed) and will be seated across, in front of or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and six feet apart when reasonable.
- There will be a limit to 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom when feasible.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks and expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus.
- Bus drivers will wear a mask when students board and disembark from the bus.

## **Re-opening of School**

**General Expectations** - Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized. Visitors will only be permitted by appointment and have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

**Middle and High School Classrooms** will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face shields when changing classrooms. Staff will be required to wear masks



or face shields at all times in common areas, or when social distancing is not possible.

Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

**Elementary students will remain in the same classroom** for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear masks. 6 feet distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put it on, take it off and maintain it). Students will be taught how to wash their hands properly and how to use the hand sanitizer.

Meals will be provided in the classroom, on an A/B schedule. Half of the students will eat in the cafeteria on one day, while the other half will eat in the classroom. The second day roles will shift and the group that ate in the cafeteria will eat in a classroom, while the group that ate in the classroom will now eat in the cafeteria. When entering and exiting the building, staff and students will maintain at least a three foot distance from the next person.

| Requirements                                                                                                                                                  | Action Steps<br>under Yellow Phase                                                                                  | Action Steps<br>under Green Phase                                                                                   | Lead Individual and<br>Position                            | Materials, Resources,<br>and or Supports<br>Needed | PD<br>Required<br>(Y/N) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------|-------------------------|
| * <b>Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b> | 6-12 homeroom periods will be eliminated to reduce transition time.                                                 | 6-12 homeroom periods will be eliminated to reduce transition time.                                                 | Dr. Jim Scanlon-<br>Superintendent of Schools              |                                                    |                         |
|                                                                                                                                                               | 6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time. | 6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time. | Dr. Bob Sokolowski-<br>Assistant Superintendent of Schools |                                                    |                         |
|                                                                                                                                                               | 6-12 students and staff will wear masks at all times.                                                               | 6-12 students and staff will wear masks at all times..                                                              | Dr. Sara Missett-<br>Director of Elementary Education      |                                                    |                         |
|                                                                                                                                                               | K-12 classroom desks will be in rows facing the same direction.                                                     | K-12 classroom desks will be in rows facing the same direction.                                                     |                                                            |                                                    |                         |
|                                                                                                                                                               | K-12 PE, band and choral classes will be held outdoors as much as possible.                                         | K-12 PE, band and choral classes will be held outdoors as much as possible.                                         |                                                            |                                                    |                         |
|                                                                                                                                                               | K-12 lunches will be served in classrooms.                                                                          | 6-12 lunches will be served in multiple locations to ensure social distancing.                                      |                                                            |                                                    |                         |
|                                                                                                                                                               | K-12 school assemblies will not be permitted.                                                                       | K-12 school assemblies will not be permitted.                                                                       |                                                            |                                                    |                         |
|                                                                                                                                                               | K-5 students will be required to wear masks.                                                                        | K-5 students will be required to wear                                                                               |                                                            |                                                    |                         |

| Requirements                                                                                                                                | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Action Steps under Green Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Lead Individual and Position                                                                                                                              | Materials, Resources, and or Supports Needed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | PD Required (Y/N)                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
|                                                                                                                                             | <p>K-5 teachers will be required to wear masks.</p> <p>K-5 Students will remain in their classroom for the full school day to minimize transitions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>masks.</p> <p>K-5 teachers will be required to wear masks.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                            |
| <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> | <p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and provided to students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components. Selection of fruits and vegetables will be limited.</p> <p><b>K-5 students</b> will eat in the classroom. Alternate bag type lunches will be served. Meals will be ordered in the morning through the classroom teacher. Pick-up by a classroom teacher/Aide will be needed.</p> | <p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and provided to students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components. Selection of fruits and vegetables will be limited.</p> <p><b>K-5 students</b> will rotate on an A/B schedule and eat in their classroom or cafeteria.</p> <p><b>K-5 Breakfast</b> will be pre packaged and students will pick up in the cafeteria and either eat in the cafeteria or in the classroom.</p> <p><b>K-5 Lunches</b></p> | <p>Mr. John Scully-Director of Business Affairs</p> <p>Mr. Kevin Campbell-Director of Facilities &amp; Operations</p> <p>Principals</p> <p>Principals</p> | <p>K-5 Classroom teacher will need to gather student name, student meal request and student pin number in the morning</p> <p>K-5 May need building additional support staff to deliver meals to classrooms</p> <p>K-5 -Carts will be needed to deliver meals to classrooms</p> <p>6-12 - Alternate place to eat for students who bring lunch to school</p> <p>6-12 - May require additional lunch duty supplementals</p> <p>Plastic coverings for PIN pads</p> <p>Plastic barriers between students and cashier</p> <p>Tape for 6 foot markings on floor</p> | <p>Aramark to provide PD in support of CDC and PDE guidelines as well as WCASD health and safety plan.</p> |

| Requirements | Action Steps<br>under Yellow Phase                                                                                                                                                                                                                                                                                  | Action Steps<br>under Green Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Lead Individual and<br>Position                       | Materials, Resources,<br>and or Supports<br>Needed | PD<br>Required<br>(Y/N) |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------|-------------------------|
|              | <p><b>Grades 6-12</b> - Limited menu items will be offered within the cafeteria. Students will pick up items in the cafeteria. Register lines will be spaced throughout the cafeteria. No dining allowed in the cafeteria.</p> <p>Tape markings on the floor to promote social distancing while waiting in line</p> | <p><b>In Cafeteria</b> - limited menu option will be available in the cafeteria for students eating in the cafeteria.</p> <p><b>In Classroom</b> - for students eating in the classroom, meals will be packaged and will be ordered in the morning through the classroom teacher. Pick-up by a classroom teacher/Aide will be needed.</p> <p><b>Grades 6-8 Breakfast</b> will be pre packaged and students will pick up in the cafeteria and eat in cafeteria or in their classroom</p> <p><b>Grades 6-8 lunches</b> will be served in the cafeteria and auxiliary gym (or other Principal designated area).</p> <ul style="list-style-type: none"> <li>Approx. 2/3 of the class will eat in the cafeteria and 1/3 will eat in an auxiliary space.</li> </ul> <p>Full service menu will be available in the cafeteria</p> <p>Limited menu grab and go type meals will be offered in the auxiliary space.</p> <p><b>Grades 9-12 Breakfast</b> will be prepackaged and students will pick up in the cafeteria and eat in the cafeteria or in their classroom</p> <p><b>Grades 9-12 lunches</b> will be served in the cafeteria and auxiliary gym (or other areas designated by the Principal).</p> | <p>Principals</p> <p>Principals</p> <p>Principals</p> | <p>Touchless hand sanitizer dispensers</p>         |                         |

| Requirements                                                                                                                        | Action Steps under Yellow Phase                                                                                                                                                                   | Action Steps under Green Phase                                                                                                                                                                                                                                                                                            | Lead Individual and Position                                                                                                                                                                        | Materials, Resources, and or Supports Needed | PD Required (Y/N)                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------------------|
|                                                                                                                                     |                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>Approx. 2/3 of the class will eat in the cafeteria and 1/3 will eat in the auxiliary space</li> </ul> <p>Full service menu will be available in the cafeteria</p> <p>Limited menu grab and go type meals will be offered in the auxiliary gym and or Principal designated area</p> |                                                                                                                                                                                                     |                                              |                                                                                     |
| <b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b>       | <p>Universal precautions signage will be repeatedly communicated to students, parents and staff.</p> <p>Hand sanitizer will be available in all classrooms that don't have sinks and offices.</p> | Same as Yellow                                                                                                                                                                                                                                                                                                            | <p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p> <p>Principals</p> | Hand sanitizer                               | Hygiene practices will be part of a professional development that will be required. |
| <b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b> | <p>Universal precautions signage will be posted throughout all school buildings.</p>                                                                                                              | Same as Yellow                                                                                                                                                                                                                                                                                                            | <p>Dr. Bob Sokolowski - Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p> <p>Principals</p>                                                         |                                              |                                                                                     |
| <b>* Identifying and restricting non-essential visitors and volunteers</b>                                                          | <p>Student team (IEP,504, GIEP) meetings will be held virtually</p> <p>Visitors must have an appointment</p>                                                                                      | <p>Student team (IEP,504, GIEP) meetings will be held in person as long as social distancing can be maintained. Otherwise the meetings</p>                                                                                                                                                                                | Dr. Leigh Ann Ranieri- Director of Pupil Services                                                                                                                                                   |                                              |                                                                                     |

| Requirements                                                                                                                     | Action Steps<br>under Yellow Phase                                                                                                                                    | Action Steps<br>under Green Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Lead Individual and<br>Position                                                                                                                    | Materials, Resources,<br>and or Supports<br>Needed | PD<br>Required<br>(Y/N) |
|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|-------------------------|
|                                                                                                                                  | and will be required to wear masks.<br><br>Volunteers will not be permitted                                                                                           | will be held virtually. All individuals participating in meetings in person will be required to wear masks.<br><br>Non-school district employees will be required to complete a self-monitoring checklist <b>based on the CCHD <u>Symptom Monitoring</u></b> prior to leaving the office/lobby.<br><br>Volunteers will be permitted and will be required to wear masks.<br><br>Non-school district employees will be required to complete a self-monitoring checklist <b>based on the CCHD <u>Symptom Monitoring</u></b> prior to leaving the office/lobby. | Dr. Jeff Ulmer-Director of Human Resources                                                                                                         |                                                    |                         |
| * Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports | <a href="#"><u>CDC Considerations for Youth Sports</u></a>                                                                                                            | same as Yellow                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Dr. Bob Sokolowski-<br>Assistant<br>Superintendent of<br>Schools                                                                                   |                                                    |                         |
| Limiting the sharing of materials among students                                                                                 | Universal precautions signage will include language directing students not to share items.<br><br>Shared materials will be wiped with disinfectant spray between use. | same as Yellow                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Dr. Bob Sokolowski-<br>Assistant<br>Superintendent of<br>Schools<br><br>Dr. Sara Missett-<br>Director of Elementary<br>Education<br><br>Principals |                                                    |                         |

| Requirements                                                                                       | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                                                              | Materials, Resources, and or Supports Needed                                                                                                                                                                                                                                                   | PD Required (Y/N) |
|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| <b>Staggering the use of communal spaces and hallways</b>                                          | <p>Elementary students will be taught how to maintain at least three feet of distance in halls.</p> <p>Secondary students (middle and high school) will be required to wear masks in the halls or other common areas.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                | <p>Dr. Bob Sokolowski-<br/>Assistant<br/>Superintendent of<br/>Schools</p> <p>Dr. Sara Missett-<br/>Director of Elementary<br/>Education</p> <p>Mr. Kevin Campbell-<br/>Director of Facilities &amp;<br/>Operations</p> <p>Principals</p> |                                                                                                                                                                                                                                                                                                |                   |
| <b>Adjusting transportation schedules and practices to create social distance between students</b> | <p>Send request to parents asking for an "Opt Out" of transportation</p> <ul style="list-style-type: none"> <li>Need initial response by July 17th</li> </ul> <p>Make accommodation for large parent drop off lines</p> <ul style="list-style-type: none"> <li>May require assigning of different times and/or locations for parent and bus pick-up and drop off</li> </ul> <p>Face masks/shields for drivers are required while students are on the bus</p> <p>Temperature check for drivers prior to start of day</p> <p>Face masks required for all students</p> <p>No eating, drinking or chewing gum on the bus at any time.</p> <p>Windows on buses will be open when possible</p> | Same as Yellow                 | <p>Mr. John Scully-Director of Business Affairs</p>                                                                                                                                                                                       | <p>Additional buses</p> <p>Staggered start times for school buildings</p> <p>PPE Equipment</p> <ul style="list-style-type: none"> <li>masks</li> <li>gloves</li> <li>cleaning supplies</li> <li>thermometers</li> <li>tape to show social distance guidance</li> <li>hand sanitizer</li> </ul> |                   |

| Requirements                                                                                                                   | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                           | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|--------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------|
|                                                                                                                                | <p>A maximum of 2 students to a seat - Family members will be seated together</p> <p>Students may only ride on their assigned bus route. No bus pass exceptions will be allowed</p> <p>Commonly touched surfaces within the entryway of the driver and passenger areas will be disinfected after each run</p> <ul style="list-style-type: none"> <li>Ensure cleaning materials are out of reach of students</li> </ul> <p>Hand sanitizer will be made available on each bus</p> <p>Institute consistent single pick and drop locations for each student</p> <p>Remove any bus from service for thorough cleaning and disinfecting that transported a student or driver that tests positive for Covid 19</p> |                                |                                                                                                                                                                                                        |                                              |                   |
| <b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b> | <p>Class size will be maintained to keep desks at least six feet apart.</p> <p>Teachers can use outside spaces for learning when weather is nice.</p> <p>Online learning option for parents will reduce class size.</p> <p>PE will focus on lifetime fitness activities rather than team sports.</p>                                                                                                                                                                                                                                                                                                                                                                                                        |                                | <p>Principals</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p> <p>Dr. Tammi Florio - Director of Teaching and Learning</p> |                                              |                   |

| Requirements                                                                                                                                                                      | Action Steps<br>under Yellow Phase                                                                                                              | Action Steps<br>under Green Phase | Lead Individual and<br>Position                                                                                                                            | Materials, Resources,<br>and or Supports<br>Needed | PD<br>Required<br>(Y/N) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|-------------------------|
| <b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b> | Institute consistent single pick and drop locations for each student                                                                            |                                   | Mr. John Scully-Director of Business Affairs<br><br>Dr. Sara Missett-Director of Elementary Education<br><br>Dr. Bob Sokolowski - Assistant Superintendent |                                                    |                         |
| <b>Other social distancing and safety practices</b>                                                                                                                               | When six feet of social distancing is not possible, staff and students will be required to wear masks, except as outlined in guidance from PDE. |                                   |                                                                                                                                                            |                                                    |                         |



## Monitoring Student and Staff Health

### Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### Summary of Responses to Key Questions:

#### In-person learning for low incidence disabilities children (continuation of summer program)

Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. If there is an elevated temperature, the individual will be sent to the nurse for further evaluation. The parent will be asked to contact the child's physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed *since recovery is defined* as resolution of fever without the use of fever-reducing medications. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10

days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

- If staff or students have a temperature higher than 100, they will be sent home.
- CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.
- If there is a suspected or confirmed case of COVID 19, we will follow the Chester County Health Department's direction regarding informing parents and staff.
- If a quarantine is required, the CDC and health department guidelines will be followed.

## Re-opening of Schools

On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

| Requirements                                                                | Action Steps under Yellow Phase                                                                                                                                                        | Action Steps under Green Phase | Lead Individual and Position                                                                                   | Materials, Resources, and or Supports Needed                                                                                                               | PD Required (Y/N)                                   |
|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| * <b>Monitoring students and staff for symptoms and history of exposure</b> | Students and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school.<br>Complete Daily Prior to School/Work*<br>Employee or Student Name: | Same as Yellow                 | Dr. Leigh Ann Ranieri-<br>Director of Pupil Services<br><br>Dr. Bob Sokolowski-<br>Assistant Superintendent of | Masks, N95 or K95, face shields, gloves, gowns for nursing staff.<br>Privacy screen possibly needed for treatments taking place outside the nurses office. | Staff must be trained on the symptoms and procedure |

| Requirements                                                                    | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Action Steps under Green Phase        | Lead Individual and Position          | Materials, Resources, and or Supports Needed                                    | PD Required (Y/N)                                                                                                                         |  |                                                                         |                                                                                                                                                                                        |                                                                                                                                                                                   |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                 | <p>Assigned Class/Group:<br/>Temperature:<br/>Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)?<br/>Are you/is the student experiencing any of the following?</p> <table><tr><td><b>Group A<br/>1 or more symptoms</b></td><td><b>Group B<br/>2 or more symptoms</b></td></tr><tr><td>Fever (100.4 or higher)<br/>Cough<br/>Shortness of breath<br/>Difficulty breathing</td><td>Sore throat<br/>Runny nose/congestion<br/>Chills<br/>New lack of smell or taste<br/>Muscle pain<br/>Nausea or Vomiting<br/>Headache<br/>Diarrhea</td></tr></table> <p>Stay home if, you or the student:<br/>Have one or more symptoms in Group A OR<br/>Have two or more symptoms in Group B OR<br/>Are taking fever reducing medication.</p> <p>If the answer is yes to staying home, the student/staff should stay home and contact their physician and/or Chester County Health Department. Staff and students must notify the school if an absence is due to COVID-19</p> | <b>Group A<br/>1 or more symptoms</b> | <b>Group B<br/>2 or more symptoms</b> | Fever (100.4 or higher)<br>Cough<br>Shortness of breath<br>Difficulty breathing | Sore throat<br>Runny nose/congestion<br>Chills<br>New lack of smell or taste<br>Muscle pain<br>Nausea or Vomiting<br>Headache<br>Diarrhea |  | <p>Schools</p> <p>Dr. Sara Missett-Director of Elementary Education</p> | <p>Plexiglass desk shield for nurse desks.<br/>floor markings for proper social distancing in nurses' offices.<br/>Non Contact thermometers. nebulizer tubing and nebulizer masks.</p> | <p>for sending individuals with symptoms to the school nurse/office; parents/guardians must be made aware of the classroom protocol and training will be provided to parents.</p> |
| <b>Group A<br/>1 or more symptoms</b>                                           | <b>Group B<br/>2 or more symptoms</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       |                                       |                                                                                 |                                                                                                                                           |  |                                                                         |                                                                                                                                                                                        |                                                                                                                                                                                   |
| Fever (100.4 or higher)<br>Cough<br>Shortness of breath<br>Difficulty breathing | Sore throat<br>Runny nose/congestion<br>Chills<br>New lack of smell or taste<br>Muscle pain<br>Nausea or Vomiting<br>Headache<br>Diarrhea                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                                       |                                                                                 |                                                                                                                                           |  |                                                                         |                                                                                                                                                                                        |                                                                                                                                                                                   |

| Requirements | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Action Steps under Green Phase | Lead Individual and Position | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|----------------------------------------------|-------------------|
|              | <p>CCHD self monitoring information for staff is displayed for self evaluation upon entry into building. <u>HCP Screening</u></p> <p>Staff or students exhibiting elevated temp, or other symptoms are sent to the nurse for further evaluation.</p> <p>Students that are sent to the nurse for illness are evaluated for signs and symptoms of COVID. Primary signs for children are:</p> <ul style="list-style-type: none"> <li>• Fever over 100 oral, or 99.5 axillary or temporal.</li> <li>• Shortness Of Breath (SOB)</li> <li>• Sore Throat</li> </ul> <p>Staff with signs of illness are to stay home or seek treatment with their attending physician. These can include:</p> <ul style="list-style-type: none"> <li>• Fever or chills</li> <li>• Cough</li> <li>• Shortness of breath or difficulty breathing</li> <li>• Fatigue</li> <li>• Muscle or body aches</li> <li>• Headache</li> <li>• New loss of taste or smell</li> <li>• Sore throat</li> <li>• Congestion or runny nose</li> <li>• Nausea or vomiting</li> <li>• Diarrhea</li> </ul> <p>Nurses to triage students based on health services manual and flow chart for COVID symptoms. The Chester County Health Department Guidelines will be followed. Nursing staff and district attending</p> |                                |                              |                                              |                   |

| Requirements                                                                                                             | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                  | Materials, Resources, and or Supports Needed | PD Required (Y/N)                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------|
|                                                                                                                          | <p>physician worked to develop procedures.</p> <p>Guidelines from the following organizations are being utilized: CDC; Chester County Health Department (CCHD); American Academy of Pediatrics (AAP); National Association of School Nurses (NASN) and Children's Hospital of Philadelphia (CHOP).</p> <p>Consider doing routine treatments and medication dispensing in the classroom as feasible. This is to reduce traffic in the nurse's office so sick and well children are not commingling.</p> <p>Use of surgical masks, and/or gloves depending on clinical need. Use of N95 or KN95 when administering nebulizer treatments to students.</p> <p>Consider use of face shield and/or Plexiglas depending on the clinical picture as well.</p> |                                |                                                                                                                                                                                               |                                              |                                                                                                                    |
| <b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b> | <p>Nurses to stay in contact with the Chester County Health Department (CCHD) for contact tracing. School nurses are not expected to screen students and staff or diagnose cases of COVID.</p> <p>Students and staff with symptoms of COVID are to have clearance to return to school to work by physician or Certified Registered Nurse Practitioner (CRNP) and/or follow</p>                                                                                                                                                                                                                                                                                                                                                                        | same as Yellow                 | <p>Dr. Leigh Ann Ranieri-<br/>Director of Pupil Services</p> <p>Dr. Bob Sokolowski-<br/>Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-<br/>Director of Elementary Education</p> |                                              | <p>Certified School Nurse (CSN)'s are completing the Johns Hopkins Contact Tracing Course to better understand</p> |

| Requirements                                                                      | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                  | Materials, Resources, and or Supports Needed | PD Required (Y/N)                                                                      |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------|
|                                                                                   | <p>PDE/CDC/CCHD guidelines for isolation.</p> <p>Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the PDE/Chester County Health Department following the Exclusion From and Return to School Requirements.</p> <p>For symptoms of fever with vomiting, diarrhea and other non-Covid symptoms in children, they are to remain home until 72 hours symptom free and the use of fever-reducing medication. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p> |                                |                                                                                                                                                                                               |                                              | <p>the process.</p> <p>Consultation with school district physician, Dr. Kalkiewicz</p> |
| <b>* Returning isolated or quarantined staff, students, or visitors to school</b> | <p>Students and staff are allowed to return to school per PDE/CDC/CCHD guidelines <u><a href="#">CDC return to work/school guidelines</a></u></p> <p>Individuals returning to school after isolation or quarantine should notify the school prior to return.</p> <p>Students who are isolated and not symptomatic can continue to access their education virtually.</p>                                                                                                                                                                                                                                                                                                       | same as Yellow                 | <p>Dr. Leigh Ann Ranieri-<br/>Director of Pupil Services</p> <p>Dr. Bob Sokolowski-<br/>Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-<br/>Director of Elementary Education</p> |                                              |                                                                                        |

| Requirements                                                                                                           | Action Steps under Yellow Phase                                                                                                        | Action Steps under Green Phase | Lead Individual and Position                                                               | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------------------------------------------------------------------------|----------------------------------------------|-------------------|
| <b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b> | Notification to parents and staff if a positive case is known. Guidance from PDE/Chester County Department of Health will be followed. |                                | Dr. Jim Scanlon-Superintendent of Schools<br><br>Mr. Michael Wagman-Director of Technology |                                              |                   |
| <b>Other monitoring and screening practices</b>                                                                        | Any changes in safety protocol will be communicated by the superintendent and posted on the district web page                          |                                | Dr. Jim Scanlon - Superintendent                                                           |                                              |                   |

## Other Considerations for Students and Staff

### Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

### Summary of Responses to Key Questions:

#### In-person learning for low incidence disabilities children (continuation of summer program)

Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in person program.

- If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing and disinfecting surfaces.
- CDC procedures for students who are at high risk will be followed.
- Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.
- Temperatures will be taken for students who are considered to be at high risk.

### Reopening of schools

District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, outside and 6 feet distance is maintained or if has a documented approved medical reason excusing the student from wearing a mask. All staff are required to wear a mask unless they are in their classroom/office alone or have an approved documented medical reason excusing the staff person from wearing a face covering.



| Requirements                                                      | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action Steps under Green Phase | Lead Individual and Position                                                                              | Materials, Resources, and or Supports Needed    | PD Required (Y/N) |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------|-------------------|
| * Protecting students and staff at higher risk for severe illness | <p><a href="#">High Risk guidelines CDC</a></p> <ul style="list-style-type: none"> <li>● <a href="#">Wash your hands</a> often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing, or sneezing.</li> <li>● Practice <a href="#">social distancing</a>. <ul style="list-style-type: none"> <li>○ Avoid other people as much as possible by practicing social distancing. Maintain a distance of at least 6 feet (2 meters) between you and people outside your household.</li> <li>○ Avoid large gatherings or places where people congregate.</li> </ul> </li> <li>● Cover your mouth and nose with a <a href="#">face covering</a> as defined by the Governor's order on July 3, 2020.</li> <li>● Disinfect <a href="#">frequently touched surfaces</a>. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.</li> </ul> <p>Temperatures will be taken for students who are at high risk and are attending on a daily basis</p> <p>Gloves and gowns will be provided to staff who need to work with students when social distancing isn't feasible and bodily fluids may be transmitted.</p> | Same as Yellow                 | <p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Jeff Ulmer-Director of Human Resources</p> | Hand Sanitizer, masks, gloves and disinfectant. |                   |

| Requirements                                                 | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                              | Materials, Resources, and or Supports Needed | PD Required (Y/N)                                                              |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------|
| * Use of face coverings (masks or face shields) by all staff | <p>Face coverings as defined by the Governor's order or the latest health department guidelines are required by staff when on school district property except:</p> <ul style="list-style-type: none"> <li>○ when in an enclosed place and alone</li> <li>○ cannot wear it due to a medical condition, including those with respiratory issues that impede breathing, mental health condition or disability</li> <li>○ when communicating or seeking to communicate with someone who is hearing impaired or has another disability, where the ability to see the mouth is essential for communication.</li> </ul> <p>Face coverings must cover the mouth and nose area completely.</p> <p><b>We will follow the latest PDE guidance:</b></p> <p>All students must wear a face covering that covers their nose and mouth inside the school and while outside when physical distancing is not feasible.</p> <p>Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in</p> | Same as Yellow                 | <p>Dr. Leigh Ann Ranieri-<br/>Director of Pupil Services</p> <p>Dr. Bob Sokolowski-<br/>Assistant<br/>Superintendent of<br/>Schools</p> <p>Dr. Sara Missett-<br/>Director of Elementary<br/>Education</p> | Purchase masks                               | Train staff and students on the appropriate use of masks and how to wear them. |

| Requirements | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action Steps under Green Phase | Lead Individual and Position | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|----------------------------------------------|-------------------|
|              | <p>partnership with the student's health care provider, school nurse, and IEP/504 team. Teach students and families how to properly wear a face covering (cover nose and mouth), to maintain hand hygiene when removing the face covering for meals and physical activity, and how to replace and maintain (washing regularly) a cloth face covering.</p> <p>Schools should provide face covering breaks throughout the day. Maintain a distance of at least 6 feet during these face covering breaks. Schools may allow students to remove face coverings when students are:</p> <p>Eating or drinking when spaced at least 6 feet apart;</p> <p>Seated at desks or assigned workspaces at least 6 feet apart;</p> <p>Engaged in any activity at least 6 feet apart (e.g., face covering breaks, recess, etc.); or</p> <p>When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.</p> <p>Transparent face coverings provide the opportunity for more visual cues and should be especially considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers.</p> <p>The district will provide disposable masks and face shields for employees.</p> <p>Wear your Face Covering correctly:</p> <ul style="list-style-type: none"> <li>Wash your hands before putting on your face covering</li> </ul> |                                |                              |                                              |                   |

| Requirements                                                                       | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action Steps under Green Phase | Lead Individual and Position                                                                                                                                                                  | Materials, Resources, and or Supports Needed | PD Required (Y/N) |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------|
|                                                                                    | <ul style="list-style-type: none"> <li>Put it over your nose and mouth and secure it under your chin</li> <li>Try to fit it snugly against the sides of your face</li> <li>Make sure you can breathe easily</li> </ul> <p>Take Off Your Face Covering:</p> <ul style="list-style-type: none"> <li>Untie the strings behind your head or stretch the ear loops</li> <li>Handle only by the ear loops or ties</li> <li>Fold outside corners together</li> <li>Place covering in the washing machine (learn more about <a href="#">how to wash cloth face coverings</a>)</li> <li>Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.</li> </ul> |                                |                                                                                                                                                                                               |                                              |                   |
| * Use of face coverings (masks or face shields) by older students (as appropriate) | <p>Students will be taught to wear face coverings and required to wear them except:</p> <ul style="list-style-type: none"> <li>If student cannot wear it due to a medical condition, including those with respiratory issues that impede breathing, mental health condition or disability.</li> <li>When outside and more than 6 feet social distancing is achieved.</li> </ul> <p>Face coverings must cover the mouth and nose area completely.</p> <p>The district will provide disposable masks for students.</p> <p>Be careful not to touch your eyes, nose,</p>                                                                                                                                  | Same as yellow                 | <p>Dr. Leigh Ann Ranieri-<br/>Director of Pupil Services</p> <p>Dr. Bob Sokolowski-<br/>Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-<br/>Director of Elementary Education</p> | Purchase masks                               |                   |

| Requirements                                                                            | Action Steps under Yellow Phase                                                                                                                                                                                                                                                                                                                                                                            | Action Steps under Green Phase | Lead Individual and Position                                                                      | Materials, Resources, and or Supports Needed | PD Required (Y/N)                                                           |
|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------|-----------------------------------------------------------------------------|
|                                                                                         | and mouth when removing and wash hands immediately after removing.                                                                                                                                                                                                                                                                                                                                         |                                |                                                                                                   |                                              |                                                                             |
| Unique safety protocols for students with complex needs or other vulnerable individuals | <p>IEP and 504 teams will determine if there are additional procedures that need to be put in place for individual students.</p> <p>Face shields will be purchased for staff of students who are prone to spraying/spitting bodily fluids.</p> <p>Updated CPI restraint procedures will be implemented. Behavioral supports will be provided for students as they transition to the in person program.</p> | Same as yellow                 | <p>Dr. Leigh Ann Ranieri-<br/>Director of Pupil Services</p> <p>Special Education Supervisors</p> | Purchase of face shield, gloves              | Train staff on the use of face shields and updated CPI restraint procedures |
| Strategic deployment of staff                                                           | Para professionals may be needed in areas of larger gatherings (e.g. cafeteria), or when a special needs child requires additional help                                                                                                                                                                                                                                                                    |                                | Principals                                                                                        |                                              |                                                                             |

## Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

| Topic                                                                                                                                                                                                                                                                                   | Audience                                                     | Lead Person and Position                      | Session Format                                  | Materials, Resources, and or Supports Needed | Start Date                              | Completion Date |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------|-------------------------------------------------|----------------------------------------------|-----------------------------------------|-----------------|
| Pilot training to include: Proper use of masks for staff and students; appropriate hand washing, social distancing procedures; how to work with students when social distancing isn't feasible; updated CPI restraint procedures; cleaning surfaces in between daily custodial cleaning | Pilot: Teachers, related service staff and paraprofessionals | Leigh Ann Ranieri, Director of Pupil Services | virtual live zoom session that will be recorded |                                              | June 29, 2020                           | June 29, 2020   |
| Train all staff on the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning                                                                                                                                                      | All employees                                                |                                               | virtual live zoom session that will be recorded |                                              | When we return to in person instruction |                 |
| Train all students on the proper use of face coverings, hand washing and social distancing                                                                                                                                                                                              | All students                                                 |                                               | virtual live zoom session that will be recorded |                                              |                                         |                 |
| Train custodial staff on the cleaning and disinfecting                                                                                                                                                                                                                                  | All building custodial staff                                 |                                               | virtual live zoom session that will             |                                              |                                         |                 |

| Topic                                                                                             | Audience     | Lead Person and Position | Session Format | Materials, Resources, and or Supports Needed         | Start Date   | Completion Date |
|---------------------------------------------------------------------------------------------------|--------------|--------------------------|----------------|------------------------------------------------------|--------------|-----------------|
| procedures                                                                                        |              |                          | be recorded    |                                                      |              |                 |
| Train teachers in teaching online learning in the event of a closure, or when children are absent | All teachers |                          |                | Dr. Tammi Florio - Director of Teaching and Learning | July 1, 2020 | August 28, 2020 |
|                                                                                                   |              |                          |                |                                                      |              |                 |

## Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

| Topic                                                                                                                                                                                                        | Audience          | Lead Person and Position                                                                                                                                                 | Mode of Communications                                                                                                                                                                                                                                                               | Start Date                     | Completion Date |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------|
| Parent training: Review the training that is being provided to staff and students including: the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning | Parents/Guardians | Principals<br>Dr. Bob Sokolowski - Assistant Superintendent<br>Dr. Sara Missett - Director of Elementary Education<br>Dr. Leigh Ann Ranieri - Director of Pupil Services | All communication sent to caregivers will be in English and Spanish. Communications will be available in other languages when requested.<br>Information will be sent to parents regarding hygiene, temperature taking, and procedures to follow if a child shows symptoms of illness | When school resumes in person. |                 |
|                                                                                                                                                                                                              |                   |                                                                                                                                                                          |                                                                                                                                                                                                                                                                                      |                                |                 |
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## Health and Safety Plan Summary: West Chester Area School District

### Reopening of Schools August 31, 2020 *(remote learning or WC Cyber to start; low incidence disabilities students to receive services in school when necessary)*

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

The following summary lists procedures for when students are in the buildings.

#### Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

| Requirement(s)                                                                                                                                                                                   | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                   |
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| * <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b> | CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials |

## Social Distancing and Other Safety Protocols

| Requirement(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> | <p>Classrooms will be set up to allow a minimum of six feet between each desk (when feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, masks will be worn by staff and encouraged for students. Six feet distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put it on, take it off, and maintain it). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.</p> <p>Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.</p> <p>Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.</p> <p>Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.</p> <p>Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized.</p> <p>Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only</p> |

| Requirement(s) | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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|                | <p>take place in person.</p> <p>Bus drivers will assess their temperature taken prior to the first run and are required to wear a mask. There will be hand sanitizer on the bus and the bus will be disinfected between runs. Students will sit one to a seat. Aides will be required to wear a mask and other PPE (as needed) and will be seated across, in front of or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via zoom and be recorded for anyone who is unable to attend at the scheduled time.</p> <ul style="list-style-type: none"> <li>• Desks will face the same direction and three feet apart when reasonable.</li> <li>• There will be a limit to 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom when feasible.</li> <li>• Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).</li> <li>• Staff will wear masks at all times, except when in a classroom alone.</li> <li>• Students will be taught to wear masks and expected to wear them when social distancing isn't feasible.</li> <li>• Social distancing will be maintained when traveling between rooms.</li> <li>• Students will stay in the same cohort all day.</li> <li>• Water fountains will be turned off and bottled water will be provided for students.</li> <li>• Students will use the restroom one at a time.</li> <li>• Students will sit one student per seat on the bus.</li> <li>• Bus drivers will wear a mask when students board and disembark from the bus.</li> </ul> <p><b>Re-opening of School</b></p> <p><b>General Expectations</b> - Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social</p> |

| Requirement(s) | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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|                | <p>distancing along with masks will be utilized. Visitors will only be permitted by appointment and have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.</p> <p><b>Middle and High School Classrooms</b> will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face shields when changing classrooms. Staff will be required to wear masks or face shields at all times in common areas, or when social distancing is not possible. Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.</p> <p><b>Elementary students will remain in the same classroom</b> for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear masks. 6 feet distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put it on, take it off and maintain it). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Meals will be provided in the classroom, on an A/B schedule. Half of the students will eat in the cafeteria on one day, while the other half will eat in the classroom. The second day roles will shift and the group that ate in the cafeteria will eat in a classroom, while the group that ate in the classroom will now eat in the cafeteria. When entering and exiting the building, staff and students will maintain at least a three foot distance from the next person.</p> |

| Requirement(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Strategies, Policies and Procedures                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p> | <p>Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.</p> <p>Childcare centers will be established in the community and/or schools.</p> |

## Monitoring Student and Staff Health

| Requirement(s)                                                                                                                                                                                                                                                                                                                                                         | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>* Monitoring students and staff for symptoms and history of exposure</b></p> <p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of</b></p> | <p><b>In-person learning for low incidence disabilities children (continuation of summer program)</b></p> <p>Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. If there is an elevated temperature, the individual will be sent to the nurse for further evaluation. The parent will be asked</p> |

| Requirement(s)                                                                    | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| <p><b>school closures and within-school- year changes in safety protocols</b></p> | <p>to contact the child’s physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed <i>since recovery is defined</i> as resolution of fever without the use of fever-reducing medications. The district will also take into consideration information provided by the student’s physician and the CCHD in making a determination regarding a student’s return to school.</p> <p>We will follow the state’s guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician’s note is required to return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p> <ul style="list-style-type: none"> <li>• If staff or students have a temperature higher than 100, they will be sent home.</li> <li>• CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student’s physician and the CCHD in making a determination regarding a student’s return to school.</li> <li>• If there is a suspected or confirmed case of COVID 19, we will follow the Chester County Health Department’s direction regarding informing parents and staff.</li> <li>• If a quarantine is required, the CDC and health department</li> </ul> |

| Requirement(s) | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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|                | <p>guidelines will be followed.</p> <p><b>Re-opening of Schools</b></p> <p>On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p> |

## Other Considerations for Students and Staff

| Requirement(s)                                                                                                                                                                                                                                                                                                                                                                                                | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <p><b>* Protecting students and staff at higher risk for severe illness</b></p> <p><b>* Use of face coverings (masks or face shields) by all staff</b></p> <p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p> | <p><b>In-person learning for low incidence disabilities children (continuation of summer program)</b></p> <p>Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in person program.</p> <ul style="list-style-type: none"> <li>• If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing and disinfecting surfaces.</li> <li>• CDC procedures for students who are at high risk will be followed.</li> <li>• Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.</li> <li>• Temperatures will be taken for students who are considered to be at high risk.</li> </ul> <p><b>Reopening of schools</b></p> <p>District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, outside</p> |



| Requirement(s) | Strategies, Policies and Procedures                                                                                                                                                                                                                                                                                           |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | <p>and 6 feet distance is maintained or if has a documented approved medical reason excusing the student from wearing a mask. All staff are required to wear a mask unless they are in their classroom/office alone or have an approved documented medical reason excusing the staff person from wearing a face covering.</p> |

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Chester Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 3, 2020**.

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **August 3, 2020**

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.