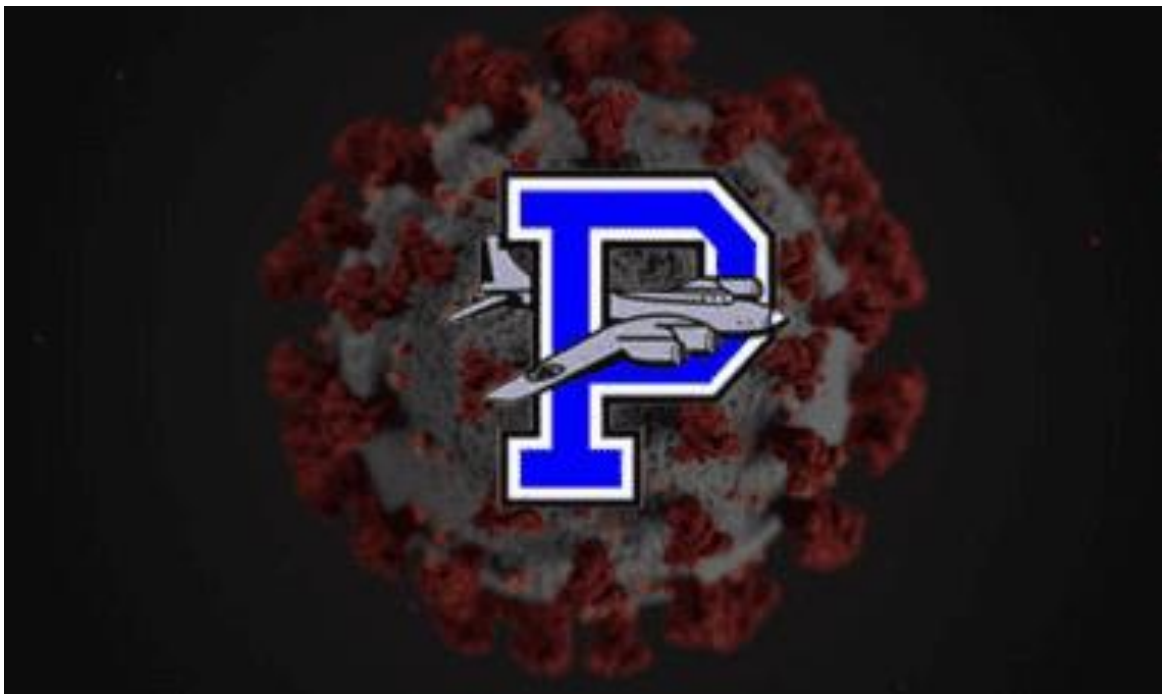


Palmerton Area Senior High School

2020-2021

Building Level Plan



Palmerton Area Senior High School Pandemic Team Members

Paula Husar	Principal
Laura Thomas	Nurse
Maggie Schaffer	Guidance
Tammy Muniz	Teacher
Anna Corby	Teacher
Josh Nenscel	Teacher
Miranda Allen	Teacher
Jeanne Knepper	Teacher
Lisa Snell Kern	Parent
Nicole Swartz	Custodian
Justin Petersen	Teacher
Michael Brennan	Teacher (Special Education)
Jeana Baumgardt	Teacher



Palmerton Area Senior High School Proposed School Opening Plan 2020 – 2021

*We are committed to safety!
We are prepared to move forward!
We are committed to excellence!*

Overriding Principles

- Student and staff safety will be at the forefront of decision-making.
- We want to ensure high quality and structured delivery of all instructional and extracurricular programs and activities.
- We will work to meet and/or exceed expert and government guidelines as well as adjust as quickly as possible to changes.
- We will gather and consider feedback from our stakeholders.
- We will ensure that our planning will best suit a varied learning environment.
- Our plans will be reviewed often to adjust to change as needed in order to attempt to address the situational needs of students, families, and staff.

Please note that as long as cases of COVID-19 exist in the community at large, there are no strategies that can completely eliminate transmission risk within the overall school population. The goal is to keep transmission risk as low as possible while trying to maintain school activities.

Teaching and Learning - Focus Area #1

This is what we are about and what we are here to do. Even a quick review of this document makes it evident that there are a number of recent and significant changes. A number of stakeholders provided input into this document. Also know that if additional changes / revisions are needed, that will happen.

For those families that decided to go completely virtual, please know that we will make arrangements throughout the school year to provide opportunities to pick up items. The first day that will be made available to families that are going completely virtual will be September 1 from 9:00 AM to 3:30 PM. We will make sure that you get the materials needed to succeed. If you have any problems, questions, or concerns, please do not hesitate to contact the principal. Mrs. Paula Husar (phusar@palmerton.org) or 610 826-3155 ext. 2214.

Bell Schedule - Focus Area #1

Please refer to Appendix 2. The bell schedule has been changed to accommodate social distancing practices. It also has been changed to support our new arrival and dismissal procedures as well as to allow for appropriate cleaning of the buses.

The first day of school based on the student schedule approved by the Palmerton Area School Board is set for September 8, 2020.

At Risk Students - Focus Area #1

Special Education

Special education students will be provided 4 days a week of in person instruction. These students will be provided instruction as per their Individualized Education Plan.

504 Plans

All 504 plans will be accounted for and overseen by the guidance counselors whether attending the completely virtual model or the hybrid model. For more information on the educational platform choices, please see page 4 of the District Health and Safety Plan.

Other At Risk Students

The principal will meet with the guidance counselors once a month to review any student that may be struggling in either platform. We will provide intervention and support. The most important step in any intervention is to apply it in a timely manner and build relationships with the student and parents.

Guidance Counselors will also be proactive and meet with each student on their caseload either virtually or in person (with social distancing) by November 2020.

Symptom Screening - Focus Area #2

Home

- All students and staff should conduct symptom screening at home on a daily basis. Anyone with a temperature of 100.4°F or higher should remain at home.
- If anyone feels ill, they should stay at home.

Restrooms - Focus Area #2

Teachers will only release one student at a time to use the restrooms. Only two students will be permitted to use a particular restroom at the same time.

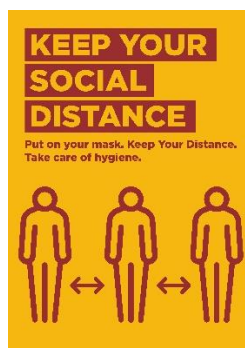
1. Teachers are to release no more than one student at a time to use the restrooms. For the time being, passes will not be used.
2. Students are not permitted to use the restrooms between classes.
3. Students are to follow the posted signs in the restrooms concerning safety procedures to include washing hands and maintaining social distancing.
4. If a particular bathroom has three or more students at any time, other students are to wait outside the restroom – standing on designated Blue Bomber Social Distancing Dots.
5. During lunch periods, staff members are permitted to release a maximum of three students per lunch period to use the restrooms. These students will be released one at a time.

Advantages

- ↪ Reduced students in the halls at any one time.
- ↪ Reduced opportunity for graffiti artists in the restrooms.
- ↪ Social distancing easier to maintain.

Disadvantages

- ↪ Loss of independence at the high school level is very concerning given the potential to jeopardize the social and emotional wellbeing of students.
- ↪ Complaints from students (and parents) who have physical needs that may not be met in a timely manner.



Water Fountains - Focus Area #2

The water fountains will be turned off. Students and staff must bring their own water. (It is always a good health practice to stay well hydrated.) It is essential that students bring water to school. Many are currently coming to school without water. (There is a soda machine near the gymnasium that will allow you to purchase bottled water.)

Face Coverings / Masks - Focus Area #2

Students and staff are required to wear approved face coverings at all appropriate times. Masks with air vents or holes are prohibited.

- ↪ boarding and riding the school bus
- ↪ entering the high school building
- ↪ in the hallways
- ↪ entering or leaving a classroom or other school room
- ↪ when directed by a teacher or administrator for any type of educational activity including extracurricular activities
- ↪ when going to or returning from the restroom
- ↪ while in the cafeteria before and after eating
- ↪ **at all times even when social distancing 6 feet in the school**

Students and staff are permitted to remove their face coverings / masks when they are

- ↪ outdoors and able to maintain a six foot separation from others
- ↪ eating or drinking in the cafeteria

Please remember that wearing a mask is for everyone's safety. This requirement is based on guidance and directives that we receive from the state level. Students should know that they will get a break from wearing a mask while eating their lunch in the high school cafeteria or whenever they need to take a sip of water from their thermos / water bottle. If a student needs an additional break from wearing a mask, they should let their teacher know. The teacher will contact the office and a staff member or the principal will arrange an appropriate space and time. Everyone's cooperation is appreciated.

For more specific information on masks or if you have a question concerning the use of the face mask, please see page 30 and 31 of the Palmerton Area School District Health and Safety Plan.

If a facemask should break, rip, or be rendered unusable and the student does not have a back-up mask, the student should report to the main office where one will be provided.

Cleaning / Disinfecting - Focus Area #2

Each classroom will be stocked with a supply of rags, gloves, and a spray bottle of EPA approved cleaner / disinfectant or a bucket with the cleaning liquid to accommodate the movement of students throughout the day. If / when a teacher runs out of these supplies, they need to notify the head custodian, Ms. Nicole Swartz.

Teachers will establish routines to ensure the appropriate use of disinfectants as chair and desk usage changes throughout the day.

Cafeteria serving lines and tables used for eating will be cleaned and disinfected following each lunch period.

Hand sanitizer will be available in the hallways, the classrooms, and the cafeteria.

Gymnasium equipment used during a physical education class will be cleaned prior to use in another class. Physical education curriculum modifications will be made to attempt to limit the repeated use of equipment. Hand sanitizer and hand washing routines will be established where appropriate.

Arrival - Focus Area #3

Buses

Students will leave the buses at 7:20 AM in a staggered manner.

Walkers

Students walking to school should follow the published bell schedule.

Parent Drop-Off

Students should be dropped off on the west side of the building (closest to the stadium). Drop offs should be done between 7:10 AM to 7:40 AM.

Student Drivers

Parking permits are required and have been issued appropriately.

Dismissal - Focus Area #3

The junior high school dismissal will begin at 2:05 PM. The high school will follow. At the high school, student drivers will be dismissed first. Walkers and athletes staying for practice will be next. Then the bus riders will be dismissed by each particular bus number. Students will not be permitted to ride alternate buses.

Note: CCTI will be accommodating our arrival and dismissal schedule.

Transportation - Focus Area #3

Buses

Students must wear a face covering at the bus stop and while on the bus.
Students will be assigned a seat on the bus. They must sit in their assigned seat.
Siblings will be seated together.
Students will leave the buses at 7:20 AM in a staggered manner to enter the school.

Visitors - Focus Area #4

Non-essential visitors are not permitted to enter the high school.

Parents will not be permitted in the building without an appointment.

A table with note paper, a sign-in sheet, and hand sanitizer will be placed between the two front doors if someone has to drop off something for a student or staff member. Please ring the bell and notify the main office through the speaker. The office staff will permit you to enter the space between the two front doors. Please sign in and leave a note explaining what you need done. We will make every effort to ensure that the item is delivered.

Please make every effort to develop a family routine to reduce or hopefully eliminate the need to drop off forgotten items.

Parental Involvement - Focus Area #4

We value our parents and need your input. All events such as Freshman Orientation, Back to School Night, Scheduling Night, etc. will still be done. However, things will be virtual / online.

Prior to each event, information will be made available so that you can plan accordingly.

Agenda items will also be shared through e-mail, the school website, and Schoology.

Cafeteria - Focus Area #5

Currently, there are 37 tables with 6-8 chairs per table. This will change to 2 chairs per table. Tape will have to be applied to indicate that certain chairs cannot be used. (We do not have storage available to physically remove these chairs.)

- Students may buy a school lunch or salad or bring a bag lunch from home.
- A table will be placed near the entrance. Hand sanitizer will be placed on this table. Students must enter with a face mask in place. Once they are seated, they can remove the face mask. Students will be called to the lunch line by table. While in line, they will have to wear their mask.
- All salad dressing and other condiments will need to be pre-packaged to avoid repeated contact with the same dispenser.
- Students will not be permitted to get up to “visit” other tables.
- Only one male and one female student can use the appropriate restroom at a time to avoid congregating in bathrooms.
- Each lunch will be 30 minutes. (This is an increase of two minutes.) There will be a ten minute interval between lunches to allow time for cleaning / sanitizing.
- The music room will be noted as the overflow room for extra students.

Disadvantages

- ↻ Removing / eliminating a great deal of student independence and opportunities for socialization.
- ↻ Reduction to instructional time.
- ↻ Increased cost associated with cafeteria supplies.

Advantages

- ↻ Reducing the spread of germs / contagions.
- ↻ A more controlled environment should result in fewer discipline issues.
- ↻ More socialization opportunities compared to a Zoom environment / program.



Social Distancing - Focus Area #6

Classroom

Please refer to Appendix 1 for specific room information. Our goal in every classroom is to maintain a six foot social distancing norm. This may fluctuate somewhat given the size of a specific room. We are ensuring a six foot separation between each teacher's teaching area and the student desks.

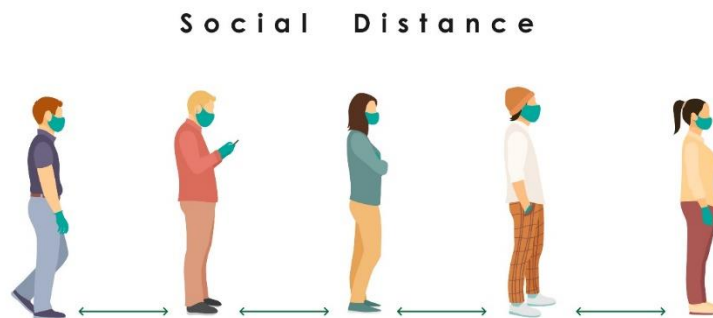
Transition - Focus Area #7

The advantages of the approach have been noted when appropriate. Our schedule will include a five minute break between classes to allow students enough time to get to their next class in a relatively safe manner.

Classroom transitions at the high school will be controlled by the teacher. There will be five minutes between classes to allow enough time for students to get to their next class. Teachers will release students from class one at a time to maintain social distancing. Students are to wait outside their next classroom door while staying six feet apart until the teacher permits them to enter. All students and staff must wear a mask whenever they are in a hallway.

Advantages

- ↪ Fewer students in the hallway at any particular time
- ↪ Fewer discipline issues
- ↪ Easier to comply with social distancing requirements



Hallways - Focus Area #7

Students and staff should only be in the hallways when absolutely necessary. Facemasks must be worn in the hallways. Student wandering in the hallways will be strictly prohibited.

Lockers - Focus Area #7

Lockers will be assigned alphabetically by grade level.

Empty lockers will be reserved between assigned lockers to support social distancing protocols. Use of lockers is necessary at the high school level. We do not allow students to carry book bags during the school day. This is a serious safety concern as someone could conceal things in a book bag. Book bags must be stored in each student's locker during the school day.

Students are not permitted to keep food overnight in their locker.

Large Group Gatherings - Focus Area #8

Indoor gatherings are currently limited to 25 people. At the high school, when it is necessary to meet with an entire grade level, it will be done virtually or in multiple meetings in the individual classrooms.

Emergency drills are still required. There will be one fire drill each month at the high school.

Lockdown drills will also be scheduled as students and staff will be present in the building.

Faculty meetings and other collaborative type meetings will still be scheduled. These meetings will be virtual when possible. Otherwise, we can meet in the cafeteria while maintaining all the appropriate social distancing protocols.

Guidance Department - Focus Area #9

Students are encouraged to use the guidance department. The high school guidance department is charged with improving each student's self-image. The primary function is to promote the educational and personal growth of each student and in cooperation with each other, to promote the physical, intellectual, and moral maturity of every student.

Here is the guidance breakdown for the 2020-2021 school year.

Ms. Vicki McHugh	Grades 9 and 10
Mrs. Maria (Maggie) Schaffer	Grades 11 and 12

To enter the guidance suite, a student must have prior permission. This is being done to avoid groups congregating as well as to comply with social distancing guidelines.

Telephone extensions:

Kelly Heinrich	x2224
Vicki McHugh	x2228
Maggie Schaffer	x2227

Nursing Services – Focus Area #11

Our school nurse is shared with the Junior High School. To reduce the excessive handling of paper, a student will be sent to the nurse only after a phone call is made by the teacher. A hall pass will not be issued to the student.

The nurse takes her lunch from 12:15 PM to 12:45 PM.

The CDC recommends that during the COVID crisis, the health room be treated essentially with the same concern / attention as a physician's office. It should be considered a place where someone may come in contact with the COVID virus. Students should not be sent to the nurse's office for things such as a slight headache, a minor upset stomach, a paper cut, a bug bite, or other similar complaints.

If the school nurse should call you to pick up your child, you must do so immediately. This is necessary to ensure everyone's safety. Please make sure you keep all emergency telephone numbers and addresses updated with the school.

If a student is suspected of showing signs and symptoms of the virus, the nurse will put that student in the "Quarantine Room." In turn, the nurse will contact the parent/guardian with instructions.

Students who selected the Hybrid option and are not in school at the time will be contacted by the school nurse to make sure the illness is not COVID-related.

If there is a confirmed case of COVID-19 in the school, health officials will be notified and we will follow their direction.

Extracurricular Activities – Focus Area #12

The extracurricular activities that have been approved are listed on the district website. Each activity requires an approved specific Health and Safety Plan to resume.

Communication Efforts

Signs, posters, and other materials have been prepared to identify COVID-19 symptoms as well as identify appropriate procedures such as social distancing, hygiene, and new school procedures.

Floor marking will be put in place to direct students appropriately.

Pandemic Team Efforts: June 27, July 2, July 10, July 21, July 26, August 2, August 5, August 12, August 13, August 17, August 30, 2020, September 11, September 14, September 21, September 28, and October 14 (Note: All were welcome to join / participate.)

Recent Staff Updates: May 22, June 27, July 2, July 10, July 21, July 26, August 2, August 9, August 16, August 20, August 25, August 30, September 6, September 15, September 16, September 17, September 21, September 28, and October 8.

Related Connect Ed Message to Parents: July 26, August 10, August 19, September 6, September 13, September 20, September 24, and October 8.

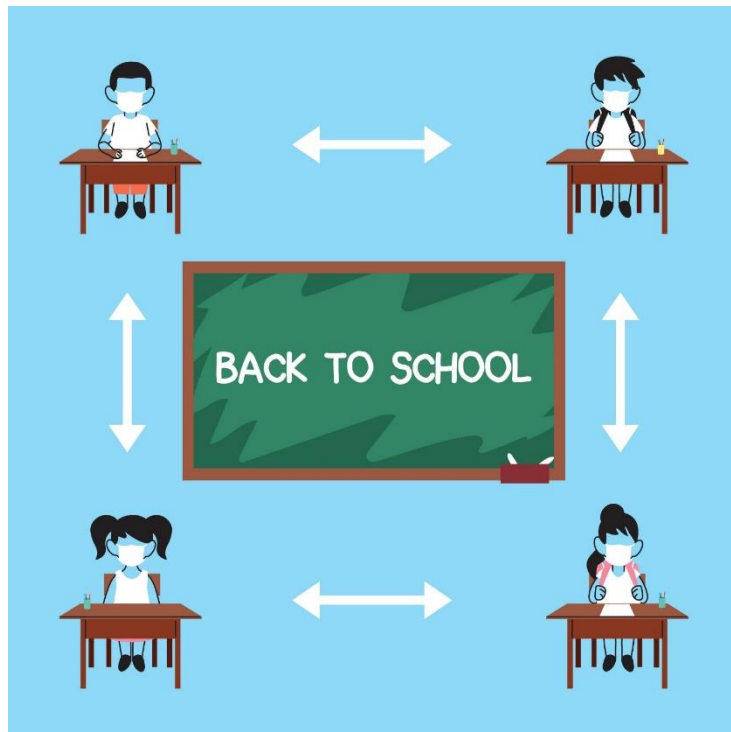
Reopening Schools Plan – School Board Approval: July 28, 2020.

Appendix #1 PHS Social Distancing Room Capacities

The Palmerton Area Senior High School has tried to the “maximum extent” possible to maintain social distancing of 6 feet between students.

	Room #	Current Capacity	COVID 3 feet	COVID 6 Feet	Difference
	B-243	29	17	14	-12
	B-241	34	18	18	-16
	B-237	34	17	17	-17
	B-233	30	20	20	-10
	B-227	30	19	14	-11
	B-219	30	15	13	-15
	B-217	27	15	13	-12
Spec. Ed Office	B-222	9	4	2	-5
	B-224	26	15	13	-11
	B-226	24	18	12	-6
	B-234	24	18	12	-6
	B-240	24	23	23	-1
	B-143	32	17	15	-15
	B-141	10	5	2	-5
	B-129	16	7	4	-9
	B-127	30	15	14	-15
	B-119	23	13	13	-10
	B-117	32	16	16	-16
	B-140	30	17	14	-13
	B-136	33	17	16	-16
	B-130	28	13	13	-15
	B-126	28	14	12	-14
	B-124	27	13	12	-14
ISS		5	5	5	0
	B-112	28	14	14	-14

	B-109	27	15	12	-12
	B-108	33	21	21	-12
	B-106	24	12	12	-12
	B-106	25	15	12	-10
	B-101				0
DeLong(Junior High classroom in the High School)					0
Gym					0
	A-120	30	30	23	0
	A-122	28	14	14	-14
	A-138	32	18	12	-14
	A-133	29	26	21	-3
Cafeteria	Cafe	175	111	74	-64
Library		72	27	27	-45
Library CPU		20	10	8	-10



2020-2021 Bell Schedule

Revised - Marking Period 2

Students leave buses and enter the breakfast area or proceed to block I 7:20 AM

Attendance / Announcements / Finish Breakfast 7:20 - 7:35 AM

Block 1 7:35 AM - 8:42 AM
Block 2 8:48 AM - 9:55 AM

Lunch A 10:00 AM - 10:30 AM
Enrichment 10:36 AM - 11:42 AM

Enrichment 10:00 AM - 10:34 AM
Lunch B 10:36 AM - 11:06 AM
Enrichment 11:09 AM - 11:42 AM

Enrichment 9:59 AM - 11:06 AM
Lunch C 11:12 AM - 11:42 AM

Block 3 11:48 AM - 12:54 PM
Block 4 12:59 PM - 2:05 PM

