



# Charlottesville City Schools

## Plan for Safe Return to In-Person Instruction & Continuity of Services

### Section 1: Introduction

The purpose of the American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) III Fund is to help safely reopen and sustain the safe operation of schools and address the impacts of COVID-19 on the nation's students by addressing students' academic, social, emotional, and mental health needs. Charlottesville City Schools (CCS) is committed to providing a safe and healthy workplace for all our students, staff and visitors. To this end, CCS has developed the following plan in response to the COVID-19 pandemic. Implementation of this plan requires a joint and sustained effort of all CCS staff, students and families. Our goal is to mitigate the potential for transmission of COVID-19, and that requires full cooperation of everyone involved with our schools.

For any questions, comments or suggestions regarding this plan, please email or call 434-245-2400 to reach:

- Beth Baptist [baptistb1@charlottesvilleschools.org](mailto:baptistb1@charlottesvilleschools.org)
- Beth Cheuk [cheukb1@charlottesvilleschools.org](mailto:cheukb1@charlottesvilleschools.org)
- Kim Powell [powellk1@charlottesvilleschools.org](mailto:powellk1@charlottesvilleschools.org)

The COVID-19 Health Plan is administered by the Assistant Superintendent, Kim Powell, who maintains the overall responsibility for the plan. However, CCS administration and staff are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Health Plan. CCS administration and staff have our full support in enforcing the provisions of this plan.

Sustained and cooperative efforts of schools and families working together will establish and maintain the safety and health of our school community.

REVISION: June 7, 2021

Strategies in this plan strive to:

- Promote behaviors that reduce spread of COVID-19
- Maintain healthy environments and operations
- Prepare for when someone gets sick and/or presents with symptoms.

## **Section 2: Maintaining Health and Safety**

Charlottesville City Schools has taken and will continue to take actions to ensure the health and safety of students, educators, and other school and division staff during and following the return to full in-person instruction. CCS uses layered mitigation measures and containment strategies coupled with numerous partnerships to facilitate in-person operations during pandemic conditions. CCS has also adopted policies and/or procedures on each of the following safety recommendations established by the Center for Disease Control and Prevention (CDC) and the Virginia Department of Health (VDH):

- **Universal and correct wearing of masks** - reference [School Board Policy EK](#), which is reviewed and revised as needed based on evolving CDC & VDH guidance. Proper and consistent use of masks in CCS buildings and on buses will continue to be an essential mitigation measure until CDC/VDH guidance indicates this measure is no longer needed
- **Physical distancing where possible** using floor & sidewalk markers, furniture/layout changes and assigned seating both in buildings and on buses
- **Hand hygiene and respiratory etiquette** is encouraged and reinforced using signage, mirror clings, classroom routines and widespread availability of hand sanitizer at entrances and in common areas and classrooms
- **Cleaning and maintaining healthy facilities** involves a multi-faceted approach that involves:
  - The cleaning solution dispenser system in all schools provides hospital grade virucidal solutions that have been verified on *EPA List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19)*. Rubbermaid HYGEM microfiber cloths have also been purchased for all schools for use with these cleaning solutions. Each classroom is stocked with a bottle of the general purpose surface cleaner from this system along with microfiber cloths so that all employees can assist in addressing high-touch areas (light switches, door knobs, desktops, etc.).
  - New disinfecting equipment that CCS invested in prior to the COVID-19 school closure (mistors and electrostatic sprayers) enables custodial staff to disinfect large areas more quickly, and supports more comprehensive disinfection after cleaning in unoccupied spaces.
  - Sanitizing charging carts have been purchased for each school to assist with sanitation of Chromebooks.
  - Cleaning protocols and customizable daily checklists have been provided to all schools, along with a door tag system to help all staff know the cleaning/disinfection status for classrooms and offices

- **Contact tracing in combination with isolation and quarantine procedures** has been implemented in collaboration with VDH Blue Ridge Health District (BRHD) and will continue to evolve as this close collaboration continues through the course of this pandemic. For additional information regarding symptom screening, isolation and quarantine procedures, reference CCS Nurse Protocols.
- **Diagnostic and screening testing** opportunities will continue to be evaluated in cooperation with BRHD and the local pediatric medical community
- **Efforts to provide vaccinations to school communities** will continue in cooperation with BRHD. CCS hosted two large clinics vaccinating over 1,200 1B eligible education and government employees for Charlottesville City and Albemarle County. When the vaccine became eligible for students, CCS hosted two additional clinics focused on Charlottesville High School, Walker and Buford students. These collaborative efforts will continue as needed based on community needs.
- **Appropriate accommodations for children with disabilities with respect to health and safety policies** is supported through close communications with families, and additional equipment where needed to reduce risk of COVID-19 transmission.
- **Coordination with state and local health officials** is facilitated through the Virginia Department of Education (VDOE) and weekly virtual meetings with the Blue Ridge Health Department (BRHD) and our local pediatric medical community.

In addition to the measures above, CCS has taken the following actions:

**Ventilation & Air Purification/Sanitation:**

Ventilation systems are maintained under contract by City Facilities Maintenance. In response to COVID-19, the City is upgrading from MERV 7 to MERV 14 filters to trap more particulates that could carry the virus. Systems will be set to increase outside air to the maximum amount that still allows for the system to treat/condition the air. A new program to routinely sanitize air handlers is also being implemented and will be incorporated in new Standard Operating Procedures (SOP's) for the Facilities Maintenance employees who service the schools. HEPA air purifying, bipolar ionization (BPI) and UV-C air purification/sanitation equipment has also been deployed in all schools so that all classrooms, common areas and offices have one or more of these measures in place as was deemed most appropriate and effective for each space.

**Water Systems:**

Water systems are also maintained under contract by City Facilities Maintenance. This includes systematically testing for lead, and after any extended closure, Facilities Maintenance flushes all water lines and fixtures. All water fountain bubblers have been disconnected and capped, and bottle fill stations have been installed across all schools.

**Barriers & Other Protective Items:**

CCS has installed service windows where possible and procured plexiglass barriers for reception areas. Additional barriers and face-shields have been purchased for all schools and departments to use for instructional situations as needed. Additional Personal Protective

Equipment (“PPE” - gowns, head coverings, shoe covers, etc.) is provided for staff working closely with students to provide health related or other special services, and for anyone designated to work in a quarantine area. Any staff who may need to wear full PPE are trained in the proper use and disposal for PPE.

### **Section 3: Continuity of Services**

Charlottesville City Schools (CCS) has taken and will continue to take actions to ensure continuity of services, including but not limited to services to address students’ academic needs and students’ and staff social, emotional, mental health, and other needs.

CCS has invested heavily in Chromebooks and internet connectivity options to ensure accessibility is not an issue or obstacle for any student. For the 2021-2022 school year, CCS will continue to offer an entirely virtual option for students in grades 3 to 8, along with select virtual options for students in grades 9 to 12. The investment in technology and connectivity will also allow for students to access learning if they are out of school for an extended period of time due to quarantine, isolation or other needs.

During the 2020-2021 school year, CCS continued student meal distribution throughout the Charlottesville community using a combination of stationary pick-up locations and bus routes. For 2021-2022, student meals will be available for pre-order and pick-up from schools for any family participating in virtual instruction. The CCS family engagement team and community partners worked together to conduct multiple Response to Essential Needs (REN) events, and many staff members from all schools increased outreach and home visits over the past year. These efforts will continue as needed moving forward.

CCS has also increased investment in social, emotional and mental health supports during the past year and in preparation for the 2021-2022 school year. In addition to adding 2 LCSW positions at the High School during the 2020-2021 school year, for the 2021-2022 school year CCS is bringing on 3 additional LCSW staff members to serve Walker Upper Elementary and Buford Middle School, along with 6.5 Social & Emotional Counselors to serve the six elementary schools and Lugo-McGinness Academy.

### **Section 4: Opportunity for Public Comment**

In developing the ARP ESSER Plan, Charlottesville City Schools (CCS) sought public input and took such input into account as described below.

During the fall of 2020, a Superintendent’s Advisory Committee for COVID-19 was formed consisting of administration, staff, parents and community members. This committee used surveys of the school community and regular meetings to inform decision making up until February of 2021 when CCS opened in-person learning options for all students. All work of the committee was posted on-line ([charlottesvillecityschools/returntolearn](https://charlottesvillecityschools.org/returntolearn)), and public comment

was available every month at one or more school board meetings. In addition to school board meeting presentations and public comment, CCS will continue to use our mass communication tools (texts and phone calls) coupled with surveys and on-line feedback tools to continue providing opportunities for public comment and input moving forward.

## **Section 5: Periodic Review and Revision of Plan**

During the period of the ARP ESSER award (until September 2023), Charlottesville City Schools (CCS) will periodically review and, as needed, revise its plan for the safe return to in-person instruction and continuity of services. The plan will be reviewed at least every six months, and CCS will seek and take into account public input during the review process. Plan revisions will address updated CDC guidance on safely reopening schools, if any are issued.

## **Section 6: Making the Plan Available to the Public**

Charlottesville City Schools has taken the following steps to make this plan available to the public:

- The plan is posted at: <http://charlottesvilleschools.org/returntolearn>
- The plan is available in multiple languages Spanish, Arabic, Dari, Pashto, Swahili
- The plan may be orally translated for parents. Contact (434) 245-2548 for Spanish or text 434-953-1802 for other languages.
- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting 434-953-1802.

## **HEALTH PLAN REVISIONS:**

7/16/2020 - ORIGINAL submitted to VDOE

7/22/2020 - Added Health Plan Team Graphic and this revision tracking page (updated revision date in footer)

3/5/2021:

- P4 - Special Activities - removed references to Event Health Plan form
- P5 - Ventilation & Water Systems - added brief references to additional mitigation measures
- P12 - Removed instructional model phases information
- P12 - Removed highlight and reference to attached athletics plan (previously submitted and unchanged)
- P12 - Added link to CCS Return to Learn web page

6/7/2021:

- P1 - Changed document title
- P1 to End - Changed the format and some content to match template provided in Appendix C of the *2021 ARPA ESSER III Formula Fund Application Guidelines, Instructions and Assurances* (prior CCS Health Plan document available for reference)
- P1 - Eliminated language no longer relevant regarding phased return to in-person learning, deleted and merged language from the Guiding Principles section into the Introduction section.
- P2 - Deleted the COVID-19 Team section
- P3 to P11 - The following sections and corresponding sub-sections are summarized and edited into Section 2 (Maintaining Health and Safety) of the new document:
  - Communications
  - Mitigation Measures & Containment Strategies
- P11 - The Instructional Model section is replaced by content in Section 3: Continuity of Services
- P4 to P5 - Sections 4, 5 & 6 added in compliance with Appendix C of the *2021 ARPA ESSER III Formula Fund Application Guidelines, Instructions and Assurances*

REVISION: June 7, 2021