

Plan for Implementing Enhanced COVID Safe Practices (CSPs)

to safely provide in-person learning with rising COVID cases

Please submit this plan through email to aellingsworth@swrecnm.org and vbencomo@swrecnm.org no later than 10/1/2021

If a school has 3% or more of its students and staff on campus while infectious in the past 14 days,

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| District / School | Portales Municipal Schools |
| Name of District / School Contact | Johnnie S. Cain |
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| Contact email | jcain@portalesschools.com |

The COVID virus transmits primarily through aerosols in the air. CSPs should reduce exposure to aerosols. While it remains important to maintain clean facilities, extreme efforts to clean surfaces (such as spraying playground equipment between uses) is unlikely to significantly impact transmission rates. Another CSP that may not yield benefit in relation to its cost is using plexiglass, or other, dividers.

- 1) Place an X in the current or enhanced columns to indicate if a CSP is currently implemented or will be an additional CSP added with increased case counts
- 2) The first 18 CSPs in green are requirements and should be identified as current CSPs; not all white CSPs will be checked as current or additional CSPs
- 3) At least one CSP from CSPs 29-31 (in red) must be selected as a current or additional CSP

| Cu | rre | Enhanced | COVID Safe Practices | |
|----|-----|----------|--|---|
| X | | | Universal masking indoors | |
| X | | | Masks available for individuals who may need them on buses and at school | |
| X | | | Isolation room used to separate COVID positive and potentially positive | |
| X | | | Appropriate PPE is available for staff in the isolation room and for those | |
| X | | | Social distance maintained to the extent possible | |
| | | | Staff surveillance testing program (describe) | |
| X | | | | 100% Surveillance of unvaccinated staff done weekly through NM Vault Program. Application for NM Schools Covid-19 Testing Program has been submitted. Upon approval, testing will be done with Binax Now. |

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| X | | Student surveillance testing program (describe) | Offer random surveillance to students whose parents provide permission for testing at 25% per week upon approval of NM Schools COVID-19 Testing program with Binax Now. |
| X | | MERV-13 filter or better installed in HVAC OR Central air fan runs continuously, dampers opened to increase air flow, windows opened (as appropriate) and deployment of portable fans with air purifiers (describe) | Over 150 new HVAC units have been installed Districtwide. All new and remaining HVAC units are MERV 13 compatible. In areas where MERV 13 is not available, HEPA filters meeting room capacity are used. |
| X | | Policy is in place that provides all staff access to paid sick leave as per HB2 | |
| X | | Supervision provided during transitions to ensure CSPs are followed | |
| X | | Staff and students trained on safe transitions | |
| X | | Seating charts for all classes | |
| X | | Seating charts for all school buses | |
| X | | Loading and unloading procedures for buses | |
| X | | Bus drivers and assistants trained on CSPs | |
| X | | Students and staff have access to hand-washing stations and/or hand | |
| X | | Signage to encourage CSP implementation | |
| X | | Staff screening on entering building | |
| | X | Student screening on entering building | |
| X | X | Outdoor learning (describe) <i>required as either current or additional CSP</i> | Teachers have the option at any time to take their classes outside for outdoor learning when the weather permits and when outdoor learning would not be a distraction or create obstacles to teaching the class. |
| | | Universal masking outdoors | |
| | | Students facing one way in classroom seating | |
| | | Students facing one way in cafeteria seating | |
| X | X | Eating happens outdoors (weather permitting), in classrooms, or in larger indoor setting to support social distancing (describe) | Students in high school and junior high school have the opportunity to eat outside breakfast and lunch. Elementary school breakfast served in classrooms. Lunches served in cafeterias in a manner that promotes social distancing. |

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| | X | Student cohorting (describe) | Students in elementary schools will cohort by pods or classrooms when eating lunch in cafeteria and at recess. Students will go straight to classrooms upon arrival in the morning and remain in classrooms or pods at parent and |
| X | | Only essential visitors allowed | |
| | X | No visitors allowed | |
| | | Spectators at outdoor events required to wear masks | |
| | | No spectators allowed at school events | |
| X | X | Suspension of high-risk extra-curricular events (describe) | |
| | X | Suspension of all extra-curricular events (describe) | In the event of a school closure due to 10% or more infected individuals (see #49) in a school, all extra-curricular events will be cancelled during the duration of the school closure. |
| | X | No large group gatherings (assemblies) | |
| | | Transition times staggered | |
| X | X | Hallway traffic one-way or divided in lanes | |
| X | X | Visual cues to encourage social distancing | |
| | | Staggered student arrival times | |
| | X | Students move directly into classes/cohorts when arriving at school | |
| X | X | Teachers arrive prior to students | |
| | | Student dismissal staggered | |
| | X | Recess times/spaces staggered to separate classes/cohorts of students | |
| X | X | Regular deep cleaning/disinfecting of facilities (describe) | |

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| X | X | Regular deep cleaning/disinfecting of buses (describe) | All buses are sanitized with 256 Century Q disinfectant after each trip, morning and evening. Activity buses are disinfected with Clorox 360 after each trip and deep cleaned by wiping down with disinfectant weekly. |
| X | X | Process to review positive cases and to consider interventions based on data (describe) <i>Required as either current or additional CSP</i> | The District maintains a spreadsheet for each school, each department not maintained in a school, and for the bus contractor. The nurses of each school maintain a spreadsheet that includes employees and another that includes students in those schools. Every known positive case, student or employee, is logged onto the spreadsheets. The spreadsheets also include the names of staff and students who are quarantined due to close contacts with infected individuals, either in the school setting or from outside the school setting. These spreadsheets are reviewed and revised daily and at any time a positive case is confirmed. The spreadsheets provide an immediate picture of the number of students and staff who are infected or quarantined at any given time. The District uses these spreadsheets to determine rapid-responses immediately. Through the use of the spreadsheets, clusters of COVID infections can quickly be seen and a determination can be made to either go to a different mode of instruction or to close classrooms or programs to include extra-curricular activities. |
| | | Vaccination event(s) at school | |
| | | Vaccines required, for those eligible (describe) | |
| | X | Drinking fountains closed (water bottles filled) | |
| | | Lockers closed | |

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| X | | Hybrid instructional model (describe) | <p>A school will go into a hybrid model of instruction if a staff shortage due to positive results or quarantine creates a situation where it is not practical to bring all students to school due to a lack of staffing. Teachers who are not required to remain out of school would hold classes as normal. Quarantined staff would teach their classes virtually to students at home. Chromebooks have been assigned to students for quick and safe distribution should those students need them for working from home. This model would remain in place for a minimum of 10 days. This would begin after at least a one-day closure for a deep clean of the building(s).</p> |
| X | | Remote-only instructional model (describe) | <p>A school will go into a remote-only model of instruction should the school reach 10% positive cases. The school will be closed and deep cleaned in all areas. Student in need will be provided Chromebooks and hotspots to help ensure connectivity. The school will remain closed a minimum of 14 day. All extra-curricular activities at that school will be cancelled during the closure. Grab and go meals will be provided to students affected through a cafeteria at another school.</p> |
| | | Plexiglass (or other) dividers | |
| X | | Other (describe) | <p>If 5% or more students and staff are positive, the school will close for one day for a deep clean of the entire facility. Grab and go lunches will be provided from the cafeteria of another school for those students affected by the closure.</p> |
| | | Other (describe) | |
| | | Other (describe) | |
| | | Other (describe) | |
| | | Other (describe) | |

