

# Bernalillo Public Schools

## Reentry Guidelines

### 2021-2022



Parents, students, and staff members, we are excited to be able to share our re-entry plan for Bernalillo Public Schools for the upcoming year. Our students are our most precious resource and this plan puts their safety as our top consideration, followed closely by the assurance that they are able to obtain an excellent education. We look forward to working together to make this a great year!

#### School Year Outline:

- August 11<sup>th</sup>** Learning begins for all students with a face-to-face learning model. Online options are available only for high school students (unless Pueblos require online).



### Bernalillo Public Schools

#### 2021-2022 9-Month Calendar

Board Approved 5/27/2021

High School Trimester Dates		
Trimester	Dates	Report Cards
T1	8/11/2021 - 11/4/2021	11/12/2021
T2	11/5/2021 - 2/23/2022	3/2/2022
T3	2/24/2022 - 5/27/2022	5/27/2022

**July 2021**

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**August 2021**

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**September 2021**

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**October 2021**

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**November 2021**

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**December 2021**

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**July**

4	Independence day
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**August**

2	New Staff Orientation
3	Flex PD Day for SD Staff Only
4	First Day of Work 9-Month Staff
4-6	District PD
9-10	Bernalillo Fiesta
11	First Day of School

**September**

6	Labor Day
23-24	Parent/Teacher Conference

**October**

6	Early Release
13	40-Day Count
22	End of First Quarter
29	Report Cards Due - 1st Quarter
31	Halloween

**November**

1	Cultural Day
7	Daylight Saving
11	Veterans Day
22-26	Thanksgiving

**December**

1	80-Day Count
23-31	Christmas Break/ Winter Break
25	Christmas Day
31	New Year's Eve

**January 2022**

2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**February 2022**

Su	M	Tu	W	Th	F	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

**March 2022**

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**April 2022**

Su	M	Tu	W	Th	F	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**May 2022**

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**June 2022**

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**January**

1	New Year's Day
3	Staff Return - Professional Development Day
4	Return Day for Students
6	Cultural Day
14	End of 2nd Quarter
17	Martin Luther King Jr. Day
21	Report Cards Due - 2nd Quarter

**February**

2	Groundhog Day
9	120-Day Count
14	Valentines Day
17-18	Parent/Teacher Conference
21	President's Day

**March**

2	Early Release
11	March Break
15	Daylight Saving
18	End of 3rd Quarter
25	Report Cards Due - 3rd Quarter

**April**

1	April Fool's Day
14-22	Spring Break
17	Easter

**May**

8	Mother's Day
27	Last Day of School (1/2 Day Students)
27	End of 4th Quarter/9-Month Staff Last Day of Work
27	Report Cards Due - 4th Quarter
30	Memorial Day

**June**

14	Flag Day
19	Father's Day

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## **SAFETY**

### **Creating a Safe School Environment:**

- Signs will be posted at all entrances of the school buildings and in hallways designating them as one way on opposite sides. Signs will be posted for entrance screening procedures.
- An assembly will be held for all students to explain the new safety procedures and schedules to them. Site principal will conduct such assemblies.
- A contract will be provided to parents at the beginning of the school year indicating all safety procedures. The contract will include minimizing activities that involve the gathering of large groups of people or activities that do not practice social distancing, including assemblies, in-person field trips, large groups of people using playground equipment simultaneously (No Recess) etc. Parents will be required to sign this contract at the beginning of the school year.
- Parents will be instructed at the beginning of the school year on the importance of social distancing and the importance of washing hands/sanitizing regularly.
- A clear physical barrier will be erected for all reception areas.
- Trainings will be held at the beginning of the school year for all staff members on the use of PPE, the importance of both staff and students washing their hands on a regular basis, and the importance of properly disinfecting their classrooms. Schedules for restroom breaks and students washing their hands will be discussed as well.
- Custodians will also be trained and informed of the importance of keeping to the disinfecting schedules for the classrooms and the school as a whole.

### **Classroom Environment /Safety:**

- Hand Sanitizer will be available in all classrooms.
- Disinfectant supplies will be provided to each teacher and these supplies will be stored properly in a secure location within the classroom for use by the teachers and custodians only. These items will need to be monitored closely by an assigned individual
- Schedules will be set in place for routine disinfecting of all classrooms.
- Tissue will be set in place for both students and staff.
- Regular resupply of masks, gloves, cleaning supplies, disinfectant soap, hand sanitizer. Students will be asked to bring their own water bottle to school which will be taken home each day as well as cloth masks. Additional masks will be available at each school site for staff and students. Cups will be provided as well.
- Students will be 6 feet apart, where possible.
- Classrooms will have tape on the floor to distance students 6 feet apart, where possible.
- The hallway restrooms will have tape on the floor to designate where students should stand as they wait to enter the restroom.
- Water fountains in schools will be cleaned and sanitized frequently.
- Students will not share any materials such as books, supplies, or other materials. Students will use their individually-issued school computers. Desktop systems will not be used by students.
- Students will take required breaks that allow students to wash their hands and use hand sanitizer.
- Restroom breaks for all classrooms will be on a set schedule to allow custodians to disinfect classrooms.
- Custodian schedules will be adjusted so that they are on site throughout the day to provide the disinfection of the classrooms.
- All school sites will follow their safety plans.
- BPS will provide a sanitizing and cleaning schedule for all sites.
- The BPS Wellness Center located at BHS will provide COVID testing and provide additional support to students, employees and families.

## Transition Times/Recess

- Times when students need to be in hallways will be staggered to avoid large gatherings and ensure social distancing practices are in place. This will be true for when students are (exiting)/entering the bus at school sites.
- Classrooms may take students outside in staggered times to avoid large gatherings and mixing with other students. A clustering of students should be in place to avoid large groups. Students should continue to practice social distancing, where possible.
- Face coverings requirements will follow whatever state orders are in place.

## DAILY PROCEDURES

### Arrival Procedures for Students at School Buildings:

- Students will be screened by staff before entering the building with a thermal thermometer scanning system. Students will be greeted and directed into the building. Students are required to walk directly to their respective classrooms. Students receiving bus transportation will be checked with a thermal thermometer prior to getting on the bus. This will be true for all students prior to entering the building. Students will be greeted and directed to their classrooms as they enter the building. A schedule will be formulated for routines and consistency purposes.
- Systems will be put into place to ensure students have access and connectivity.
- Rules and procedures will be established as well as building strong relationships through social and emotional learning initiatives.
- Teachers **need** to be in their classrooms by the designated time to receive students.
- All students and staff will be required to wear masks inside the building throughout the school day, or as directed by state health orders.
- All visitors will be screened at the school site. **NO EXCEPTIONS.**

Starting Procedures for the In-Person Model: Teachers and instructional staff will instruct from their classroom space . They are required to attend in person.

- Attendance will be taken daily and submitted.
- A schedule will be formulated for routines and consistency purposes.
- Systems will be put into place to ensure students have access and connectivity.
- Rules and procedures will be established as well as building strong relationships through social and emotional learning initiatives.

## MEALS AT SCHOOL

### Breakfast and Lunch:

- Students will eat breakfast and lunch in their respective classrooms. Staff will be ensured their duty free lunch breaks.
- All meals will be prepared and packaged by the cafeteria staff as individual meals ready to eat. This will reduce the chances of contamination. These meals will contain everything the student needs to eat their meal.
- Meal pick up will continue if school is not held face-to-face.

## TRANSPORTATION

### **Transportation:**

- Students will be seated with no more than two students to a seat. Students and bus drivers as well as attendants will be required to wear masks.
- Busses will be sanitized on a regular basis.
- Students will be screened with temperature checks prior to boarding the bus. Every attempt will be made to reconnect a student with a parent or guardian who has a fever of 100.4 or higher or displaying Covid symptoms. In the event this cannot be done in a timely manner the student will be assigned a designated seat on the bus and transported to their school site and escorted to the care room for evaluation.
- Social distancing will be practiced to the extent possible when entering and exiting the bus.

## TECHNOLOGY

### **Classroom Instruction/Technology:**

- Teachers will teach using Google Classroom and Direct Instruction.
- Every student will have their own Chromebook. Hot spots will be available in some cases, in conjunction with state supports.
- Assignments may be paper-based or digital utilizing approved BPS District Curriculum.
- Grades will be entered into PowerSchool.
- Virtual events such as parent's/family meetings, assemblies, and performances may be held via Google Meets.
- BPS technology department will work closely with communities on providing hot spots and connectivity as well as computer devices for students. It is the goal of BPS to provide a chrome book to every student.
- Library books may be checked out, however a process for disinfecting and returning (will) be developed at school sites.

## STUDENT AND STAFF HEALTH

### **Sick Students in School:**

- If a child or staff member exhibits any of the following symptoms, staff members will immediately go home, and parents will be called to pick up their child as soon as possible. Some symptoms may include:
  - Fever
  - New loss of taste or smell
  - Congestion or runny nose.
  - Cough
  - Fatigue
  - Muscle or body aches
  - Sore throat
  - Headache

- If parents or individuals listed on the emergency contact form do not respond or refuse to come for their child, then child protective services may be notified.
- BPS will follow CDC and NMDOH guidelines should a staff member or student test positive for COVID.

**Students with Disabilities and Those with Underlying Health Conditions:**

- All students, including those with disabilities and those with underlying health conditions, should start with the goal of being physically present in school as much as possible. The importance of in-person learning is undeniable and may be more impactful for students with special needs.
- Students with disabilities will be scheduled for instruction in the same manner as their non-disabled peers such as assignment to specific groups within the in-person Model. However, special considerations and accommodations to account for diversity of needs should be made in collaboration with parents, teachers, and support staff. For example, students whose parents and staff feel that increased in-person instruction would be more beneficial should be provided such opportunity. Conversely, students considered high-risk or medically fragile by their health provider and whose parents have requested an opt-out from in-person instruction should be provided such accommodation.
- Variance from the standard learning schedules provided to the general student population must be documented in the Prior Written Notice (PWN). This included holding an Addendum Individualized Education Plan (IEP) meeting for students whose parents choose the virtual academy model 100% of the time. Administrators and special education staff should contact the Director of Special Education & Health Services for further guidance.

Federal, state, and district guidance is on-going, but will likely not encompass every possible scenario during the COVID-19 crisis. Consequently, professional and clinical judgement of educational team members should take place with the overall priority of placing safety and welfare of all staff and students at the forefront

**Staff Procedures:**

The Coronavirus pandemic has presented a variety of challenges to public institutions. Here at Bernalillo Public Schools (BPS), we have taken many steps over the past several weeks to secure the well-being of our community and support state and national efforts to stop the spread of the virus.

*Consistent with COVID-19 guidance from Equal Employment Opportunity Commission (EEOC) for complying with American with Disabilities Act (ADA) and the Rehabilitation Act, and for the safety of BPS campus communities and residents of the communities, effective June 15, 2020, BPS requires Mandatory Self-Reporting for COVID-19 Diagnosis and Potential COVID-19 Illness with specific symptoms.*

**Effective immediately and until this procedure is rescinded:**

1. Any BPS employee, student or volunteer, who is currently on BPS properties who is displaying signs or symptoms of COVID-19 illness (i.e., flu-like symptoms with fever > 100; cough; shortness of breath; loss of smell; or loss of taste), is required to self-report and will be required to get tested for COVID-19 and to self-isolate (following NMDOH requirements).

2. Any BPS employee, staff or student who has tested positive for COVID-19 is **immediately** required to self-report that he or she has tested positive to COVID-19 and must self-isolate.
  
3. BPS will follow all health mandates from NMDOH and State Orders.

In accordance with federal law related to health information, individuals cannot be publicly identified. BPS is committed to student and employee privacy so they can focus completely on their health. As a community, we must do everything we can to support these individuals and one another through this incredibly difficult time.

This procedural directive will remain in effect until rescinded and is subject to change with any current CDC or NMDOH Public Health Orders or instructions regarding self-isolation, testing, and quarantine.

BPS will continue to be committed to the safety and wellbeing of everyone. We will monitor the guidelines from NMDOH, CDC and recommendations from NMPED. We look forward to our partnership with our communities as we move forward.

***Mission***

***Bernalillo Public Schools will inspire, educate and create opportunities for every student so they can meet their goals.***

***Vision***

***It is the commitment of Bernalillo Public Schools to inspire, create and develop learning experiences where language, heritage and core values are supported***

Updated 6/29/2021

