

# **Craig City School District**

## **American Rescue Plan (ARP) Act**

### **Mitigation and Prevention Plan**

June 10, 2021

#### **Note to Districts**

Districts may use the sample template below as a framework for the information to be included in their ARP Act Mitigation Plan. Districts are not required to follow this sample template or framework, but if they include all of the items listed below, they will have incorporated the information required by section 2001(i)(1) of the ARP Act.

## Contact Information

### District Information

**Name of District:** Craig City School District

**District Point of Contact Name:** Chris Reitan

**Address (Street, City, State, Zip):** 100 Panther Way

**Phone:** 907-826-3274 **Fax:** 907-826-3309 **Email:** creitan@craigschools.com

## Assurance Agreement for ARP Act Mitigation Plan

The district assures either:

- a) It will, within 30 days of receiving ARP ESSER funds, develop and make publicly available on the district's website a mitigation plan for the safe return and/or continuation of in-person instruction and continuity of services as required in section 2001(i)(1) of the ARP and in the U.S. Department of Education's [Interim Final Requirements](#), **or**
- b) It developed and made publicly available on the district's website such a mitigation plan that meets statutory requirements before the enactment of the ARP Act that meets - federal requirements. (The ARP Act was enacted on March 11, 2021)

The district assures that:

- a) It will periodically review and revise its mitigation plan, as appropriate, no less frequently than every six months for the duration of the ARP ESSER grant period (i.e., through September 30, 2023); and
- b) It will seek public input, and take such input into account, on (1) whether revisions are necessary and, if so, (2) the proposed revisions to the mitigation plan.

Before making the mitigation plan publicly available, the district **must seek public comment on the mitigation plan** and take such comments into account in the development of the plan.

**Name of Superintendent:** Chris Reitan

**Signature:** \_\_\_\_\_

**Date:** [MM/DD/YYYY]

## Mitigation Plan

### Plan Components

Districts must implement, to the greatest extent practicable, prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff. Describe the extent to which the district adopted policies and a description of such policies on each of the strategies listed below:

#### 1. [Masks](#)

Personal Protective Equipment (PPE) masks are required by staff and students when working directly with each other and six feet social distancing cannot be maintained.

Masks will be required in the Craig Middle School and Craig High School during passing periods and when students are accessing lockers.

Masks will be required in the Craig Elementary School hallways when students arrive at school in the morning and are exiting the building after school.

Per CDC Operational Strategy for K-12 Schools Through Phased Prevention Updated March 19, 2021, nonessential visitors and volunteers shall be limited. Visitors and volunteers will be permitted upon approval, on a case-by-case basis, when the use of volunteers is essential for the safety and supervision of students (i.e. outdoor field trips). All visitors and volunteers will be temperature screened and are required to wear masks when working directly with staff and students and six feet social distancing cannot be maintained.

Field trip/activity locations are allowed if the activity is outside and students with staff can either walk to the location with appropriate social distancing, or if using district vehicles students will be required to wear masks when appropriate social distancing cannot be adhered to.

#### 2. [Physical distancing \(e.g., including use of cohorts/pods\)](#)

Personal Protective Equipment (PPE) masks are required by staff and students when working directly with each other and six feet social distancing cannot be maintained.

Masks will be required in the Craig Middle School and Craig High School during passing periods when students are accessing lockers.

Masks will be required in the Craig Elementary School hallways when students arrive at school in the morning and are exiting the building after school.

Flexibility and evidence-based decision making will guide CCSD's decisions to shift between Yellow/Low Risk and Red /High Risk scenarios.

CCSD will closely monitor SE regional trends with COVID-19 infections to include Juneau, Sitka, Ketchikan, Anchorage and Seattle. If regional trends shift rapidly, CCSD will utilize this information to consider transitioning to a higher risk scenario to protect our students, families, and staff members.

If there are active COVID-19 cases in Craig, or another island community, that could directly impact CCSD families, CCSD reserves the right to temporarily transition to a Red/High Risk scenario for deep cleaning of CCSD buildings and while Public Health completes contact tracing and quarantining of those who could directly impact CCSD. Once contact tracing is complete CCSD shall consult with Public Health to determine the district's risk level.

CCSD will provide bus service during Yellow/Low Risk scenarios. CCSD will provide service to downtown Craig, Port St. Nick, Klawock and Hollis. Students and bus drivers are required to wear masks at all times when boarding, exiting, and riding on the bus. During Red/High Risk scenarios when the district has moved to a distance instructional model bus service will be cancelled.

PACE Statewide Homeschool office's (Ketchikan, Craig, Anchorage, and Wasilla) will follow all guidelines and mandates for the municipality the office is located. Furthermore, PACE offices will institute the State of Alaska Phase 3 and 4 COVID-19 guidelines located at <https://covid19.alaska.gov/reopen/>, specifically guidelines for Attachment D "Public Facing Businesses" to include:

- Social distancing
- Hygiene best practices
- Staffing
- Cleaning and disinfecting

### 3. [Handwashing and respiratory etiquette](#)

To help prevent the spread of the COVID-19 virus, CCSD has the opportunity and responsibility to educate students, families, and staff on social etiquette, good health and hygiene habits, and disease prevention. CCSD will provide regular hand-washing and respiratory hygiene/cough etiquette education for all K-12 students. Our basic educational message will be:

- Cover your cough
- Wash hands often
- Stay home if sick
- Wear appropriate Personal Protective Equipment (PPE)

### 4. [Cleaning and maintaining healthy facilities, including improving ventilation](#)

The safety of our students and staff are our primary priority. CCSD schools will be completely cleaned and disinfected regularly and we will continue to adhere to all necessary safety precautions. In addition to the regular deep cleaning all school facilities, the cleaning steps

outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc., to protect students and employees and reduce the risk of spread of infection.

### General Disinfection Measures

Area	Frequency
Classrooms and Offices	At the end of each day
Appliances	Daily
Electronic Equipment	At the end of each use
General used objects like light switches, handles, sinks, restrooms	At least 2 times a day
Buses	At the end of each use
Common Areas	At the end of each use and/or between groups

Deep cleaning is triggered when an active student or employee is identified as positive for COVID-19 based on testing. When a student or employee with a suspected infectious disease is identified and has left the building, their work area, along with any other known places they have been will be thoroughly cleaned and disinfected. The person cleaning and disinfecting will wear a mask and gloves and will discard them immediately afterwards. Hands will be washed and sanitized at the completion of the procedure. During times of a specifically known or suspected disease outbreak, CCSD will consult public health officials to determine if there is a proper way to discard waste or if other PPE should be worn by staff.

Additionally, a bleach solution spray bottle and/or disinfecting wipes will be provided to all classrooms, offices, and work locations. CCSD employees are required to regularly disinfect personal work stations each day, schedule regular times during the school day for students to disinfect their personal work stations, and disinfect all appliances and electronic equipment after each use.

CCSD will utilize portable HEPA filter air purifier systems in all classrooms and office space to improve indoor air quality.

CCSD has prioritized improving air quality and ventilation in district buildings. CCSD contracted PDC Engineers to develop a condition survey on the Craig High School and Craig Elementary School buildings specifically focused on each school's HVAC systems to improve air flow and air quality.

Based on the information contained in the Craig High School condition survey CCSD has outlined specific steps to increase the efficiency of the Craig High School HVAC system to include the following five recommendations:

- Recommend utilizing the two-stage filter system for ventilation AHU's that have it (AHU-1, AHU-2, and AHU-4) and to provide better filters for the ventilation AHU's systems that do not have the two stage filters (AHU-3, AHU-5, and MAU-1) to provide a minimum level of MERV 13 air filtration. Replace filters frequently but assumed quarterly.
- Recommend updating the 2018 field controls report and then upgrading the current Johnson Controls direct digital controls systems for modern equipment and software. Recommend doing this task in conjunction with the Ventilation System TAB and Commissioning recommendations below.
- Recommend that the ventilation systems be reviewed for correct ventilation rates then readjust and balance the entire air systems to corrected values.
- Recommend, after the above recommendations have been achieved, to commission the mechanical systems to maximize energy efficiency, environmental health, and occupant safety.
- Recommend cleaning all exhaust fans.

Based on the information contained in the Craig Elementary School condition survey CCSD has contracted with MRV Architects to develop 65% design development documents that will be utilized for a Department of Education and Early Development Major Maintenance Grant application. The condition survey indicated, "The administration ventilation and exhaust systems are over 40 years old and have reached the end of their service life." The 65% design development documents will include but not be limited to the following items:

- Install a new school wide ventilation system, new exhaust air systems, and new automatic direct digital controls. A new ventilation system will increase the heating load due to outside air heating to meet the code required occupant outside air.
- Replace the Kitchen hood exhaust system and install a fuel fired (propane) make-up air unit.
- Replace the building controls with modern DDC type.
- Upsize the biomass boiler heat exchanger with a larger one to handle the increased heating load from OSA.

5. [Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments](#)

If a student or employee becomes ill at work and is exhibiting one or more of the COVID-19 symptoms outlined above they will be asked to leave and go home immediately. If a student or employee becomes ill at home and is exhibiting one or more of the COVID-19 symptoms outlined above they will be asked to stay at home. The student or employee should be tested for COVID-19 and, if necessary, be evaluated by their health care provider. Due to the severe nature of a potential positive COVID-19 diagnosis, parents are asked to immediately pick their student up upon notification from the school that their child is exhibiting symptoms related to COVID-19. Any staff member exhibiting COVID-19 symptoms is asked to immediately notify their direct supervisor of their symptoms and leave school premises.

Employees returning to work from an approved medical leave may be asked to submit a healthcare provider's note before returning to work.

The student or staff member may not return to school until they have met one of the following criteria:

- If they test positive, they must stay home for 10 days since their first symptom or their positive test, whichever is earlier. Once it has been 10 days, they may return to school once they have not had a fever in 24 hours without the use of fever reducing medicine, as long as their other symptoms are improving.
- If they test negative, they may return to school when they have not had a fever in 24 hours without the use of fever reducing medicine and their other symptoms are improving.
- If they do not get a test, they must stay home for 10 days. They may return to school when it has been 10 days and they have not had a fever in 24 hours without the use of fever reducing medicine and their other symptoms are improving.
- If their health care provider determines there is an alternative diagnosis to COVID-19 causing their symptoms, they may be allowed back to school before 10 days and without a negative test as long as the following criteria are met:
  - Their symptoms have resolved and they have not had a fever in 24 hours without the use of fever reducing medicine, and
  - They have a note from their health care provider saying it is safe for them to come back to school.

Each school will have an illness tracking Google.doc. Staff will be educated on how and why to complete the form. Each student and employee who is absent or sent home due to illness is put on this list, symptoms are documented and travel history (in last 14 days) is charted. Questions that will be asked on the illness tracking Google.doc will be the following:

- What are the symptoms?
- Have they travelled in the last 14 days?
- Have they been in contact with anyone with coronavirus?

While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. **Students and staff members who have had direct contact with a confirmed, positive COVID-19 case are required to quarantine for 14 days. The student and staff member will be allowed to return to school upon receipt of a release from quarantine letter from Craig Public Health.** In this rapidly changing situation, healthcare providers should have the most up-to-date information from CDC.

For all out of state travel CCSD staff and students shall follow all state travel orders, mandates, and health advisories and alerts.

- All staff and students older than 10 should be tested at the Ketchikan Airport upon return to Alaska or have a negative COVID test within 72 hours of departure into Alaska.
- Unvaccinated staff and students cannot return to school for five days after travel outside of Alaska that is longer than 72 hours and negative test results are received. They may return to school after the five days as long as they remain symptom free.
- It is recommended that staff and students receive a follow-up COVID test 5-14 days after arrival.

- Fully vaccinated staff and students can return to school immediately as long as they are symptom free.
- If unvaccinated staff or students do not get a test at the Ketchikan Airport or within 72 hours of departure into Alaska, they must stay home for 10 days. They may return to school when it has been 10 days and remain symptom free.

## 6. Diagnostic and screening testing

CCSD has prioritized ARPA funding to provide testing for all student extra-curricular events for the student participants and coaches/chaperones to ensure students have access to these "outside" school learning activities. CCSD has also prioritized ARPA funding to provide testing for all staff members engaged in district business who are required to travel off island to other Alaskan communities.

In partnership with SEARHC, CCSD has a year-long contract for testing. All students and staff members traveling off island for district sponsored extra-curricular events or district sponsored business shall receive a COVID-19 test and negative results prior to travel to ensure all CCSD students and staff are symptom free of COVID-19.

Student and staff travel to other Alaskan communities will be determined on a case by case basis and will include the current COVID-19 risk level of the community and school.

CCSD will follow ASAA COVID-19 Practice Guidelines and ASAA COVID-19 Event Guidelines for athletics and extra-curricular activities.

## 7. Efforts to provide vaccinations to educators, other staff, and students, if eligible

CCSD has partnered with SEARHC, PEACE Health, and Prince of Wales Public Health to provide staff, students, parents and community members information about vaccinations. CCSD has regularly sent out emails to staff, students, and parents regarding the availability of vaccinations and how to access. Outlined below is a sample email that has been sent on a regular basis during the spring semester of the 2020-2021 school year.

CCSD is following up on previous communications about the COVID 19 vaccination for students 12 and older.

SEARHC is making the Coronavirus vaccine available to our students who are 12 and older. To register parents only need to visit <https://covid19.searhc.org/> and access the link to register.

Attached to this email are two communications from the State of Alaska. The first attachment is from Dr. Anne Zink who is the Chief Medical Officer for the State of Alaska's Department of Health and Social Services with information about the vaccination process for our students who are 12 and older. The second attachment is a fact sheet about the Pfizer vaccination as well as general information about the COVID-19 virus.



CCSD is extremely appreciative of these resources that are being provided to our island students.

PEACE Health is also making the Coronavirus vaccine available for students 12 and older. Vaccination appointments can be scheduled by calling 907-826-3257.

8. [Appropriate accommodations for children with disabilities with respect to the health and safety policies](#)

Based upon specifications of their individualized education plans (IEPs), special education students may be served outside of their regular group time.

## Continuity of Services

Describe how the district will ensure continuity of services including, but not limited to, services to address students' academic needs, as well as the social, emotional, mental health, and other needs of students and staff (e.g., student health and food service).

CCSD has two full-time school counselors on staff to serve our K-12 students. One counselor (Melissa Peavey) will serve our K-8 student population at Craig Elementary School and Craig Middle School. Our second counselor (Maria Riedel) will serve our Craig High School and PACE homeschool students. Counselors will work with their teams and administrators to determine when their services will be provided in-person or remotely. Counselors will work with schools to support staff with best practices around Trauma Informed Practices. A focus will be placed on supporting a positive climate and culture that acknowledges universal trauma care strategies for students.

Additionally, CCSD has a one-to-one electronic device program for all K-12 students. In the event the district or a specific school has to move to Red/High Risk Scenario Distance Learning students will be able to access all classroom content through their electronic devices. Craig Middle School and Craig High School will utilize the CANVAS electronic learning platform to provide distance instructional support. Craig Elementary School will utilize web-based educational platforms, teacher developed instructional packets, and one-on-one teacher check-ins with each student.

In the event the district or a specific school has to move to Red/High Risk Scenario Distance Learning CCSD will provide breakfast and lunch service that is delivered to specific locations within the community for student and family pick-up for all students 18 years old and younger.

## Periodic Review

Describe how the district will periodically review and revise its mitigation plan, as appropriate, including a description of how the district will seek public input and take such input into account on (1) whether revisions are necessary and, if so, (2) the proposed revisions to the plan.

Important Note: The district must review its mitigation plan no less frequently than every six months for the duration of the ARP ESSER grant period (i.e., through September 30, 2023).

# American Rescue Plan Act Mitigation and Prevention Plan



CCSD developed a survey for all staff, parents, and 6th grade to 12th grade students asking for input for the district's preparations for the 2021-2022 school year that was administered to all parents, staff, and 6<sup>th</sup> – 12 grade students from May 26, 2021 to June 2, 2021. Survey results can be accessed <https://docs.google.com/spreadsheets/d/1dxhdy5rZXF2VW94q64P7XeLNMfJONB5D3YDhwfqvx9g/edit#gid=0>.

Additionally, the CCSD Board has developed a CCSD Board Mitigation Advisory Committee to develop recommendations for the Board's consideration for the development of CCSD's ARPA Mitigation and Prevention Strategies. The CCSD Board Mitigation Advisory Committee is comprised of members from the different CCSD stakeholder groups:

- 1 Certified Teacher
- 1 Classified Hourly Staff Member
- 2 Parents
- 1 CCSD Administrator
- 1 CCSD Athletic Director
- 1 Prince of Wales Medical Provider
- 1 Board Member

The Committee met on Thursday, June 10, 2021 to review the stakeholder survey data, review the current CCSD Smart Start to School Guidelines, review the guidelines with the American Rescue Plan Act Mitigation Template, and develop a Mitigation and Prevent Strategy following DEED's ARPA guidelines.

The CCSD Board Mitigation Advisory Committee will meet monthly to review the CCSD's ARPA Mitigation and Prevention Strategies and provide recommendations to the CCSD School Board for their consideration. The CCSD ARPA Mitigation and Prevention Strategies will be a regular "Old Business" agenda item each month for the CCSD Board's consideration.