



BUTLER AREA SCHOOL DISTRICT

REOPENING PLANS

Enhanced Green | Fall 2020





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BUTLER AREA SCHOOL DISTRICT

Dear Butler Area School District Community:

I hope your families are safe and well. As we continue to prepare for the beginning of the 2020-2021 school year, I want to provide our school community with an update. Our priorities for the 2020-2021 school year are:

- Stay safe. We will do all that we can to keep everyone in our school community safe.
- Reopen our schools. Unless the Governor issues a mandatory closure, we intend to open our schools.
- Provide options. This situation is constantly evolving as are the individual needs of our students. Our goal is to provide our families with several options as well as the flexibility to move between the learning options as needed.
- Support our students. We will continue to strive to support our students academically, socially and emotionally.

To meet these priorities, we have found it necessary to revise our initial plans to put additional strategies and options in place to keep students and staff safe while meeting the needs of our students. Our initial plan had three planned strategies based on the Commonwealth of Pennsylvania's Red, Yellow and Green designation. We have added another level, which we are calling Enhanced Green in our documentation.

In our Enhanced Green designation, the student experience will be very different than when we left school in March. We are fully implementing social distancing in our elementary schools. For the start of the school year, and until further notice, we will be operating full time 5 days a week in self-contained socially distanced classrooms in grades K-6. In grades 7-12, students will be socially distancing students when it is possible to have 6 feet between students. However, the majority of the day of the students will need to comply with the state's universal face covering order.

Please note: The universal face covering order has been imposed upon all school districts by the Pennsylvania Department of Health. The order is specific to schools and it is different than the order issued to the general public.



BUTLER AREA SCHOOL DISTRICT

At the request of some parents and guardians, we will be expanding by offering Flexible Traditional School for secondary students, even when the school district is operating Traditional School five days a week.

In this new learning pathway, the students will only come to school 2 days a week and complete at home work the other 3 days. The at home work may include teacher assigned work, digital assignments and digital instructional resources.

This is not our normal operating procedure, nor is it ideal, but it does allow us to open our schools and comply with the Pennsylvania Department of Health and Pennsylvania Department of Education. We believe our procedures also meet the recommendations of the Centers for Disease Control and Prevention.

While many of our families are eager to return to school in person, we understand that some of our students are not yet ready to return. That's why we have prioritized having options for our families. As you are probably aware by now, we will have three Learning Pathways this year -- the Traditional School Model, the Online/Cyber School Model and the Hybrid School Model (for grades 7-12). In addition, we will have the new Learning Pathway called the Flexible Traditional School Model that will enable students in grades 7-12 to attend school in person 2 days a week and online 3 days a week. All of the options will be available for all of our students throughout the entire 2020-2021 school year.

We are one community. Regardless of the Learning Pathway you choose for this year -- we are here for you. Our faculty, staff and administrators are here to serve the students and families in our community. We want your child to be successful. We want your child to have access to the support he or she needs. And, most importantly, we want your child to be safe.



BUTLER AREA SCHOOL DISTRICT

There is not a “one size fits all” approach to reopening our schools. We are one community composed of individual people with individual needs. As we prepare to come back together, I’m asking everyone to please be respectful of the guidelines and procedures we are implementing for a safe reopening of our schools. That’s the only way traditional live instruction in our schools will work.

We have worked to ensure our reopening plan incorporates all directives from the Pennsylvania Department of Health. This includes wearing a face mask, face covering or face shield. The Department of Health is requiring that all students and staff members wear a face mask, face covering or face shield. If a student is unable to wear a face mask, face covering or face shield, the school is required to provide space for that person to remain socially distanced (at least 6 feet) from all others throughout the entire day. Unfortunately, at our secondary schools, it will not be possible to be socially distanced all of the time. If we have too many students with a valid reason for not wearing a face mask, face covering or face shield, we will not be able to operate five days a week with live instruction.

Ultimately, our goal is not just to reopen our schools, but to stay open. We need your help to do this. Thank you in advance. I’m looking forward to an unconventional, but great year.

Sincerely,
Brian White, Ed.D.
Superintendent
Butler Area School District



UPDATES FOR GRADES K-4

The following procedures are in place for student return under Enhanced Green Phase:

- Class sizes will be adjusted to allow for 6 feet of social distancing in each classroom.
- Some homerooms will be split into small group locations.
- Students will have a core group of teachers that they will meet with each day.
- Students will remain in the classroom throughout the day, unless they have a specific need. The teachers will move between classes to deliver instruction.
- Recess will be staggered to allow for adequate social distancing. Classrooms will not intermix during recess.
- Special subjects, such as art, music, library, gym, and STEAM will be facilitated in the student's classroom by one of their core teachers.
- Multiple hand washing breaks will be worked into the daily schedule for each class. Hand washing will occur before and after eating lunch as well as after recess.
- Suggested school supply lists by grade level will be sent via email and posted to our website the week of August 10.

FACE COVERING, MASKS & SHIELDS

- In accordance with the Governor of Pennsylvania's Order, face coverings, face masks, or face shields are required at school and on the bus.
- Please see the BASD Face Coverings, Masks and Shields document for more information.



TEMPERATURE SCREENING

- Each school building is equipped with a thermal camera and temporal thermometers.
- Every student and staff member will have their temperature taken upon entering the building.
- If your child's temperature is 99.5 or higher, he or she will be sent home.
- We recommend parents/guardians take their child's temperature at home before traveling to school.
- Please see the BASD Temperature Screening document for more information.

BEFORE SCHOOL SCREENING

- First and foremost, if your child is sick, please keep him/her home.
- Arrangements can be made with the school and your child's teacher to make up any work that may be missed due to illness.
- As a family, please make your decision to come to school based on the following questions being answered with a "NO".
 - Has anyone in my home been exposed to a person or scenario where you think you may have been in contact with a person who has tested positive for COVID-19?
 - Are you experiencing symptoms of COVID-19?
 - Is your temperature above 99.5 degrees?



ARRIVAL PROCEDURE FOR K-4

- Due to additional parent drop-offs, arrivals will be staggered between the times of 8:45 and 9:30 am.
- The principal will be in touch with parents regarding designated drop off times for each building.
- Upon arrival, students will be sent to their assigned classroom. They will not wait in hallways or other classrooms.

DISMISSAL PROCEDURE FOR K-4

- Due to additional parent pick-ups, dismissal will be staggered between 3:15 pm - 3:45 pm each day.
- The principal will be in touch with parents regarding designated pick up times for each building.

DROPPING OFF FORGOTTEN ITEMS

- Items may be dropped off during regular business hours.
- Parents and visitors will not be permitted in the building, but may drop off forgotten items at the main entrance.



DISTRICT TRANSPORTATION

- Students will be given assigned seats on the bus.
- When possible, students will be assigned a seat by themselves, with a sibling or with a member of their small classroom grouping.
- Please see the Transportation document for more information.

ORIENTATION

- Back to School orientations for grades 1-4 will occur virtually. Virtual orientation recordings will become available on August 29th.
- Information regarding in-person kindergarten orientation will be communicated by the building principals.

LIVE STREAMING

- Live streaming may be used in elementary homerooms that have been split into small group locations to meet social distancing requirements.
- When live streaming is being used, some of the students in the class will watch a live lesson while other students will watch the live stream of the lesson.
- Both groups of students will be monitored by a staff member.
- Live instruction will alternate between the split classrooms.



BASD SCHEDULE FOR GRADES K-4

8:45 AM - 9:30 AM: Student Arrival. Breakfast will be available through Food Service in the classrooms.

9:30 AM - LUNCH: Instruction in classroom. Teachers may rotate to different rooms at grade level. Students will remain in their assigned classroom.

LUNCH IN CLASSROOM: Lunch will be available through Food Service. Students may still pack a lunch, if preferred. Lunches will be supervised by school staff.

AFTER LUNCH - 3:15 PM: Instruction in classroom. Teachers may rotate to different rooms at grade level. Students will remain in their assigned classroom.

3:15 PM - 3:45 PM: Dismissal.

**** RECESS:** Recess will occur before or after lunch based on building schedules.

More specific details regarding your child's schedule will be shared by your child's teacher during our Virtual Open House on August 29th.



UPDATES FOR THE MIDDLE SCHOOL

The following procedures are in place for student return under Enhanced Green Phase:

- The Middle School will still be operating within Academic Teams.
- To promote social distancing within classrooms, each team will consist of 5 instructional areas with reduced class sizes.
- Each team will have their own specific schedule to include math, ELA, science, social studies, and specials instruction.
- Instructional supports for all learners will still be available.
- Students will not transition between classrooms, unless they have a specific need. Rather, teachers will transition between the groups of students to provide instruction in specific content areas.
- The day will include a 30 minute lunch in the classroom and one 30 minute Flex period that will be used for PBIS initiatives, homeroom activities, and recess.
- It is recommended that students wash their hands and limit the items brought to school in order to maintain a healthy environment in school.
- Suggested school supply lists by grade level will be sent via email and posted to our website the week of August 10.



LIVE STREAMING

- Live streaming may be used in elementary homerooms that have been split into small group locations to meet social distancing requirements.
- When live streaming is being used, some of the students in the class will watch a live lesson while other students will watch the live stream of the lesson.
- Both groups of students will be monitored by a staff member.
- Live instruction will alternate between the split classrooms.

ORIENTATION

- Information will be shared with all parents as to when orientation will take place and the format used for students and parents to become familiar with the BMS.

FACE COVERINGS, MASKS & SHIELDS

- In accordance with the Governor of Pennsylvania's Order, face coverings, face masks, or face shields are required at school and on the bus.
- Please see the BASD Face Coverings, Masks and Shields document for more information.



SECURITY & HEALTH SCREENING

- Students will go through security and health screenings as they enter the school building each day.
- Students are required to wear a mask as they wait to enter the building and pass through the metal detector.
- Our building is equipped with a thermal camera and temporal thermometers.
- Every student and staff member will have their temperature taken upon entering the building.
- If your child's temperature is 99.5 or higher, he or she will be sent home.
- Please see the BASD Temperature Screening document for more information.

BEFORE SCHOOL SCREENING

- First and foremost, if your child is sick, please keep him/her home.
- Arrangements can be made with the school and your team of teachers to make up any work that may be missed due to illness.
- As a family, please make your decision to come to school based on the following questions being answered with a "NO".
 - Has anyone in my home been exposed to a person or scenario where you think you may have been in contact with a person who has tested positive for COVID-19?
 - Are you experiencing symptoms of COVID-19?
 - Is your temperature above 99.5 degrees?



ARRIVAL PROCEDURE FOR BMS

Arrival Procedures for Buses

- Students arriving at the BMS by district provided transportation will be dropped off outside of the BMS along North and Franklin Streets similar to last school year.
- Staff will be present to guide students to one of our four entrances in order to prevent a single entrance from becoming overcrowded.

Arrival Procedures for Student Drop Off

- Students arriving at the BMS by parent/guardian provided transportation will be dropped off outside of the BMS along New Castle Street, similar to last school year.
- Students will enter through the courtyard entrance. In anticipation of an increase of parent/guardian drop off, please pull forward to the end of the sidewalk on New Castle St., along the building, to drop off your student.

Student Entrance to the BMS

- Once students enter the building, they will go through security and health screenings.
- Once these screenings are completed successfully, students are to report directly to their homeroom.



DISMISSAL PROCEDURE FOR BMS

- There will be an extended dismissal process for students who are walkers, parent pick up or using district transportation.
- Designated groups of students will be dismissed by office announcements and classroom Smart Board displays. The announcements will include the student group (e.g. bus number, parent pick up or walker) and location in the building where they are dismissing.
- Due to social distancing recommendations, parents picking up their students will need to park in our basketball court, along New Castle St., park in a designated parking space, and remain in vehicles.
- Students will be escorted from the building to the parent pick up location. Any parent picking up their child from school should provide a note and indicate who will be picking up their child. If you plan to pick up your child every day, one note will suffice.
- Please notify the school with any changes to your child's afternoon dismissal by 2:00.

VISITORS & FORGOTTEN ITEMS

- Due to efforts in reducing exposure to illness, visitors will not be permitted in the building at this time.
- Items that parents need to drop off at the school will be handled at the main security entrance into the building.
- New this year, items can only be dropped off to school after 9:30 am to enforce efforts in reducing exposure to illness for our students.



SCHEDULE FOR GRADES 5&6

STUDENT ARRIVAL (8:45-9:30 AM): Student Arrival. After passing through the metal detector, students will report directly to their assigned homeroom where the following will occur: Daily Attendance, breakfast and hand washing.

AM DAILY INSTRUCTION: Content instruction within the classroom (ELA, Math, Science, Social Studies, Special).

LUNCH IN CLASSROOM: Lunch will be available through Food Service and provided directly to students in their classrooms based on their teams schedule. Students may still pack a lunch, if preferred. Hand washing will occur before and after a team's lunch.

FLEX TIME: Flex time will occur throughout the day specific to Academic Team schedules.

PM DAILY INSTRUCTION: Content instruction within the classroom (ELA, Math, Science, Social Studies, Special).

STUDENT DISMISSAL (3:15-3:45 PM): Modified dismissal procedures will be shared specifically with all parents and students in our Back to School information.

*** Hand washing will be included throughout the day per individual team schedules.*



UPDATES FOR THE INTERMEDIATE HIGH SCHOOL

The following procedures are in place for student return under Enhanced Green Phase:

- Student arrival is scheduled between 7:30 and 8:00 am. Students arriving prior to 7:30 am will be sent to a supervised holding room until 7:30 am. Students arriving after 7:30 am will report directly to their assigned first period classroom for homeroom activities, announcements and attendance.
- Visitors to the building will not be permitted. Any items brought to school for a student will be left at the security desk for internal delivery to the student.
- Students are encouraged to engage in hand cleansing frequently throughout the day. Sanitizer will be available in every classroom for this purpose.
- Breakfast will be served in Cafeteria A beginning at 7:30 am. Students will eat breakfast in Cafeteria A until it reaches capacity. Once Cafeteria A reaches capacity, the students will be asked to take their breakfast to homeroom/period one.



UPDATES FOR THE INTERMEDIATE HIGH SCHOOL

- Attendance will be taken at 7:59 am and period one will begin at 8:00 am. Students reporting to the building after 8:00 am will report to the attendance desk for a tardy slip.
- The students will attend their classes and will follow their regular schedule. In situations when a student is unable to wear a mask and social distancing guidelines cannot be followed, students will be asked to report to an alternate location to receive instruction remotely.
- Classrooms will be arranged to allow for the maximum distance between students. When possible, teachers will establish an area in the classroom which will provide the requisite physical distance and enable a student to take a break and remove their mask.
- Physical education classes will run according to the regular schedule. During the Enhanced Green Phase of operation, we will not be using the swimming pool or the locker rooms. Students should plan accordingly by wearing comfortable clothing and shoes. Physical education activities will be adjusted to account for the fact that students will be in regular attire.
- Band classes will be held in the auditorium with appropriately established social distancing.



UPDATES FOR THE INTERMEDIATE HIGH SCHOOL

- Physical distancing guidelines will be strictly adhered to when a classroom activity requires the removal of masks.
- Lockers will be assigned to the students, however there is no requirement for the use of a locker. Students will be able to take their backpacks to their assigned lunch room.
- Lunches at the IHS will be held in the four cafeterias as well as the library, band room and teacher center. Students will be socially distanced 6 feet apart during the lunch period. Students will be required to wear masks while traveling to and from their assigned lunch room.
- A common activity period is scheduled from 12:55 pm - 1:16 pm. During this time students will have the opportunity to attend tutoring sessions and communicate with their teachers via email.
- Dismissal from the IHS will be conducted in four waves beginning at 2:45 pm based on bus number. Students will remain in their 8th period class until their wave is called over the loudspeaker. Parent pick-up and student walkers will be dismissed with wave #1. Students will be notified of their wave during homeroom on the first day of school.



SECURITY & HEALTH SCREENING

- Students will go through security and health screenings as they enter the school building.
- Security metal detectors will be extended deeper into the building to allow for student social distancing while in line and going through metal detectors.
- During this time, students will also have their temperatures taken with non-contact thermometers.
- After security and health screenings, depending on the time of student arrival, students will either proceed to holding rooms or homeroom/period one.

BEFORE SCHOOL SCREENING

- First and foremost, if your child is sick, please keep him/her home.
- Arrangements can be made with the school and your child's teachers to make up any work that may be missed due to illness.
- As a family, please make your decision to come to school based on the following questions being answered with a "NO".
 - Has anyone in my home been exposed to a person or scenario where you think you may have been in contact with a person who has tested positive for COVID-19?
 - Are you experiencing symptoms of COVID-19?
 - Is your temperature above 99.5 degrees?



ARRIVAL PROCEDURE FOR THE IHS

Student Arrival Time

- Student arrival will be between 7:30 am and 8:00 am.

Arrival Procedures for Buses

- Students arriving at the Intermediate High School by district provided transportation will be dropped off outside of the IHS in the Bus Lane, similar to last school year.
- Only buses are permitted in the Bus Lane, which is the lane closest to the school building.

Arrival Procedures for Student Drop Off

- Students arriving at the Intermediate High School by parent/guardian provided transportation will be dropped off outside of the IHS in the Student Drop Off Lane, similar to last school year.
- Parents/guardians, please pull forward as far as traffic allows to ensure traffic does not interfere with bus traffic.

Student Entrances to IHS

- Students will enter the building through four front entrances.
- These entrances include two at the main office entrance, and two at the auditorium entrance.
- Once students enter the building, they will go through security and health screenings.



ARRIVAL PROCEDURE FOR THE IHS

Holding Room, Period One, Breakfast

- Students arriving at the IHS prior to 7:30 am will proceed to holding rooms after security and health screenings.
- Holding rooms will be socially distanced in the auditorium and the four cafeterias. At 7:30 am, students in holding rooms will be dismissed and sent to their homeroom/period one.
- Students arriving at the IHS between 7:30 am and 8:00 am will proceed directly to their assigned homeroom/period one after security and health screenings.
- Breakfast will be served between 7:20 am and 7:55 am. Once Cafeteria A reaches capacity, the students will take their breakfast to homeroom/period one.

Start Time of the School Day

- The school tardy bell will ring at 7:59 am. Students arriving after 8:00 am will be required to check in with the attendance office, and receive a tardy slip to go to class.

FACE COVERINGS, MASKS & SHIELDS

- In accordance with the Governor of Pennsylvania's Order, face coverings, face masks, or face shields are required at school and on the bus.
- Please see the BASD Face Coverings, Masks and Shields document for more information.



CAREER DEVELOPMENT

With the implementation of our 1:1 computer initiative this year, we will be able to enhance our career exploration and career planning.

The district will continue to use the Career Cruising and Xello software. Our objective is that students will obtain the necessary knowledge to value the importance of planning for their futures. Students will be able to distinguish between skills, abilities and interests as they pertain to their career decisions.

Each student is required to develop a career plan prior to graduating at Butler Area School District.

NEW STUDENT ORIENTATION

The Intermediate High School is scheduling orientation for seventh grade students and new students in grades eight and nine. Our program will allow students to navigate their schedules and become familiar with the Intermediate High School. Parents and students will also have the opportunity to ask questions during their visit. The orientation program will be held in four sessions over a two day period. Please refer to the chart below for the date and time of your visit.

Students with last names A-E: Aug. 24 from 8-9:30 am

Students with last names F-L: Aug. 24 from 1-2:30 pm

Students with last names M-R: Aug. 25 from 8-9:30 am

Students with last names S-Z: Aug. 25 from 1-2:30 pm



LIVE STREAM EXPECTATIONS

The Intermediate High School and the Senior High School may use live streaming to assist with meeting social distancing requirements, particularly when we have students in the class who are unable to wear a mask for a disability or medical reason. When live streaming is being used, some of the students in the class will watch a live lesson while other students will watch the live stream of the lesson from another location within the school. Both groups of students will be monitored by a staff member.

Students will receive specific instructions when they return to school. All live streaming will be done using district issued chromebooks. Under no circumstances are students permitted to record lessons. Technology will be a very helpful tool, but we must ensure we are not compromising anyone's privacy.

Viewing the live stream of your classes from home may be something that we attempt as the school year progresses. However, at this time, live streaming will only be used in school when it is needed to assist with social distancing.

Please note, if and when we attempt live streaming at home, it will not be broadcast for a continuous 42 minutes. Instead, live streaming will be used for a portion of the class when the teacher is doing a demonstration or providing a lecture.

We believe that this technology can have meaningful benefits, if used correctly. We will be working with our faculty to help develop the parameters to make this a valuable resource.



GRADE 9 BELL SCHEDULE

	Regular Bell
Period	Time (Minutes)
Homeroom/Period 1	7:30 – 7:59 HR (29)
	8:00 – 8:38 (38)
Period 2	8:42 – 9:20 (38)
Period 3	9:24 – 10:02 (38)
Period 4	10:06 – 10:45 (39)
A Lunch	10:49 – 11:19 (30)
Period 5A	11:23 – 12:05 (42)
Period 6A	12:09 – 12:51 (42)
Activity Period	12:55 – 1:16 (21)
Period 7	1:16 – 1:58 (42)
Period 8	2:02 – 2:44 (42)
Dismiss	2:45



GRADE 8 BELL SCHEDULE

	Regular Bell
Period	Time (Minutes)
Homeroom/Period 1	7:30 – 7:59 HR (29)
	8:00 – 8:38 (38)
Period 2	8:42 – 9:20 (38)
Period 3	9:24 – 10:02 (38)
Period 4	10:06 – 10:45 (39)
Period 5	10:49 – 11:31 (42)
B Lunch	11:35 – 12:05 (30)
Period 6B	12:09 – 12:51 (42)
Period 6C	11:35 – 12:17 (42)
C Lunch	12:21 – 12:51 (30)
Activity Period	12:55 – 1:16 (21)
Period 7	1:16 – 1:58 (42)
Period 8	2:02 – 2:44 (42)
Dismiss	2:45



GRADE 7 BELL SCHEDULE

	Regular Bell
Period	Time (Minutes)
Homeroom/Period 1	7:30 – 7:59 HR (29)
	8:00 – 8:38 (38)
Period 2	8:42 – 9:20 (38)
Period 3	9:24 – 10:02 (38)
Period 4	10:06 – 10:45 (39)
Period 5	10:49 – 11:31 (42)
B Lunch	11:35 – 12:05 (30)
Period 6B	12:09 – 12:51 (42)
Period 6C	11:35 – 12:17 (42)
C Lunch	12:21 – 12:51 (30)
Activity Period	12:55 – 1:16 (21)
Period 7	1:16 – 1:58 (42)
Period 8	2:02 – 2:44 (42)
Dismiss	2:45



UPDATES FOR THE SENIOR HIGH SCHOOL

The following procedures are in place for student return under Enhanced Green Phase:

- Students will wear masks throughout the day, with the exception of lunch.
- Visitors to the building will not be permitted. Any items brought to school for a student will be left at the security desk for internal delivery to the student.
- Students are encouraged to engage in hand cleansing frequently throughout the day. Sanitizer will be available in every classroom for this purpose.
- Student arrival is scheduled between 7:30 and 8:00 am. Students arriving prior to 7:30 am will be sent to a supervised holding room until 7:30. Students arriving after 7:30 will report directly to their assigned first period classroom for homeroom activities, announcements and attendance.
- A grab and go breakfast will be served in the cafeteria beginning at 7:30.



UPDATES FOR THE SENIOR HIGH SCHOOL

- Attendance will be taken at 8:00 AM, followed by announcements. Period 1 will begin at 8:06 AM. Students reporting to the building after 8:00 AM will report to the attendance office for a tardy slip.
- Students will attend their classes and will follow their regular schedule. In situations when a student is unable to wear a mask and social distancing guidelines cannot be followed, students will be asked to report to an alternate location to receive instruction remotely.
- Classrooms will be arranged to allow for the maximum distance between students. When possible, teachers will establish an area in the classroom which will provide the requisite physical distance and enable a student to take a break and remove their mask.
- Physical education classes will run according to the regular schedule. During the Enhanced Green Phase of operation, we will not be using the swimming pool or the locker rooms. Students should plan accordingly by wearing comfortable clothing and shoes. Physical education activities will be adjusted to account for the fact that students will be in regular attire.
- Band classes will be held in the auditorium with appropriately established social distancing.



UPDATES FOR THE SENIOR HIGH SCHOOL

- Physical distancing guidelines will be strictly adhered to when a classroom activity requires the removal of masks. Lockers will be assigned to the students, however there is no requirement for the use of a locker.
- Lunches at the SHS will be held in the cafeteria as well as several other locations in the building. Students will be socially distanced 6 feet apart during the lunch period. Students will be required to wear masks while traveling to and from their assigned lunch room, just as they will whenever passing through the hallways.
- Dismissal from the SHS will occur at 2:44, including four bus waves departing from the Bus Loop. Mini buses will depart from the rear circle. Students who drive to school should plan to get to their cars and depart campus immediately following dismissal. Parent pick-up will occur in the rear circle or the banana parking lot.

FACE COVERINGS, MASKS & SHIELDS

- In accordance with the Governor of Pennsylvania's Order, face coverings, face masks, or face shields are required at school and on the bus.
- Please see the BASD Face Coverings, Masks and Shields document for more information.



SECURITY & HEALTH SCREENING

- Students will go through security and health screenings as they enter the school building.
- Security metal detectors will be extended deeper into the building to allow for student social distancing while in line and going through metal detectors.
- During this time, students will also have their temperatures taken with non-contact thermometers.
- After security and health screenings, depending on the time of student arrival, students will either proceed to holding rooms or homeroom/period one.

BEFORE SCHOOL SCREENING

- First and foremost, if your child is sick, please keep him/her home.
- Arrangements can be made with the school and your child's teachers to make up any work that may be missed due to illness.
- As a family, please make your decision to come to school based on the following questions being answered with a "NO".
 - Has anyone in my home been exposed to a person or scenario where you think you may have been in contact with a person who has tested positive for COVID-19?
 - Are you experiencing symptoms of COVID-19?
 - Is your temperature above 99.5 degrees?



ARRIVAL PROCEDURE FOR THE SHS

Student Arrival Time

- Student arrival will be between 7:30 am and 7:50 am.

Arrival Procedures for Buses

- Students arriving at the Senior High School by district provided transportation will be dropped off outside of the SHS in the Bus Loop.
- Students riding mini buses will disembark in the rear circle.

Arrival Procedures for Student Drop Off

- Students arriving at the Senior High School by parent/guardian provided transportation will be dropped off outside of the SHS in the rear circle.
- Parents/guardians, please pull out again as quickly as possible, as this circle will be busy in the mornings.

Student Entrances to SHS

- Students will enter the building through three entrances into the cafeteria.
- These entrances include two off of the Bus Loop, and one at the auditorium end of the rear circle.
- Once students enter the building, they will go through security and health screenings and then report to first-period classes.



ARRIVAL PROCEDURE FOR THE SHS

Breakfast

- Breakfast will be served between 7:30 am and 7:50 am.
- Once served, students will take their breakfast directly to their assigned homeroom/period one.

Start Time of the School Day

- The school tardy bell will ring at 8:00 am. Students arriving after 8:00 am will be required to check in with the attendance office, and receive a tardy slip to go to class.

CAREER DEVELOPMENT

With the implementation of our 1:1 computer initiative this year, we will be able to enhance our career exploration and career planning.

The district will continue to use the Career Cruising and Xello software. Our objective is that students will obtain the necessary knowledge to value the importance of planning for their futures. Students will be able to distinguish between skills, abilities and interests as they pertain to their career decisions.

Each student is required to develop a career plan prior to graduating at Butler Area School District.



LIVE STREAM EXPECTATIONS

The Intermediate High School and the Senior High School may use live streaming to assist with meeting social distancing requirements, particularly when we have students in the class who are unable to wear a mask for a disability or medical reason. When live streaming is being used, some of the students in the class will watch a live lesson while other students will watch the live stream of the lesson from another location within the school. Both groups of students will be monitored by a staff member.

Students will receive specific instructions when they return to school. All live streaming will be done using district issued chromebooks. Under no circumstances are students permitted to record lessons. Technology will be a very helpful tool, but we must ensure we are not compromising anyone's privacy.

Viewing the live stream of your classes from home may be something that we attempt as the school year progresses. However, at this time, live streaming will only be used in school when it is needed to assist with social distancing.

Please note, if and when we attempt live streaming at home, it will not be broadcast for a continuous 42 minutes. Instead, live streaming will be used for a portion of the class when the teacher is doing a demonstration or providing a lecture.

We believe that this technology can have meaningful benefits, if used correctly. We will be working with our faculty to help develop the parameters to make this a valuable resource.



SENIOR HIGH BELL SCHEDULE

Period	Time
Student Arrival	7:30 - 7:50
Homeroom/Period 1	8:00 - 8:42
Period 2	8:46 - 9:22
Period 3	9:26 - 10:02
Period 4	10:06 - 10:48
Lunch A	10:52 - 11:22
Period 5	11:26 - 12:26
Period 5	10:52 - 11:20
Lunch B	11:24 - 11:54
Period 5	11:58 - 12:26
Period 5	10:52 - 11:52
Lunch C	11:56 - 12:26
Period 6	12:30 - 1:12
Period 7	1:16 - 1:58
Period 8	2:02 - 2:44



UPDATES FOR CENTER AVENUE

- Classrooms will be adjusted to allow for 6 feet of social distancing in each room.
- Some homerooms will be split into small group locations.
- Students will have a core group of teachers that they will meet with each day.
- Students will remain in the classroom throughout the day as teachers shift between classes to deliver instruction.
- Recess for elementary students will be staggered to allow for adequate social distancing.

SPECIALS

- Our goal is to provide options for Center Avenue students to take special classes in the building and online during the school day.
- Some special subjects, such as art, music, library, and gym may be facilitated in the student's classroom by one of their core teachers.
- Students may also have access to take certain cyber electives during the day in a structured classroom setting while utilizing a district device.

FACE COVERINGS, MASKS & SHIELDS

- In accordance with the Governor of Pennsylvania's Order, face coverings, face masks, or face shields are required at school and on the bus.
- Please see the BASD Face Coverings, Masks and Shields document for more information.



HAND WASHING

- Multiple hand washing breaks are worked into the daily schedule for each class.
- Hand washing will occur before and after eating lunch as well as after recess.
- All Center Avenue classrooms are equipped with at least one sink, which can serve as a hand washing station.

DROPPING OFF FORGOTTEN ITEMS

- Items may be dropped off during regular business hours.
- Parents and visitors will not be permitted in the building, but may drop off forgotten items at the back entrance at Center Avenue.

DISTRICT TRANSPORTATION

- Students will be given assigned seats on the bus.
- When possible, students will be assigned a seat by themselves, with a sibling or with a member of their small classroom grouping.
- Please see the Transportation document for more information.



TEMPERATURE SCREENING

- Our school building is equipped with a thermal camera and temporal thermometers.
- Every student and staff member will have their temperature taken upon entering the building.
- If your child's temperature is 99.5 or higher, he or she will be sent home.
- We recommend parents/guardians take their child's temperature at home before traveling to school.
- Please see the BASD Temperature Screening document for more information.

BEFORE SCHOOL SCREENING

- First and foremost, if your child is sick, please keep him/her home.
- Arrangements can be made with the school and your child's teachers to make up any work that may be missed due to illness.
- As a family, please make your decision to come to school based on the following questions being answered with a "NO".
 - Has anyone in my home been exposed to a person or scenario where you think you may have been in contact with a person who has tested positive for COVID-19?
 - Are you experiencing symptoms of COVID-19?
 - Is your temperature above 99.5 degrees?



ARRIVAL PROCEDURE

- The arrival/homeroom window for Center Avenue students will occur each day between 8:40-9:05 am.
- Buses and families who are dropping off students during the scheduled time will use the main entrance on Lincoln Avenue.
- In the event several buses and families arrive to drop students off at the same time, we will stagger the number of students who enter the building to ensure social distancing and safety for everyone.
- Upon arrival, students will be sent to their assigned classroom.
- They are not to wait or linger in hallways or other classrooms.
- Any student who arrives at school after 9:05 must be dropped off at the rear entrance at Center Avenue.
- Attendance will be taken at 9:05 am, followed by announcements. Period 1 will begin at 9:05 am. Students reporting to the building after 9:05 am will report to the attendance office for a tardy slip.

DISMISSAL PROCEDURE

- Walkers: Any student who is designated as a walker will be dismissed first.
- Due to additional parent pick-ups, dismissal will be staggered between 3:15 pm - 3:30 pm each day.
- The principal will be in touch with parents regarding designated pick up times.



CAREER DEVELOPMENT

- With the implementation of our 1:1 computer initiative this year, we will be able to enhance our career exploration and career planning.
- The district will continue to use the Career Cruising and Xello software. Our objective is that students will obtain the necessary knowledge to value the importance of planning for their futures. Students will be able to distinguish between skills, abilities and interests as they pertain to their career decisions.
- Each student is required to develop a career plan prior to graduating at Butler Area School District.

LIVE STREAMING

- Live streaming may be used when groups of students need to be split in order to meet social distancing requirements.
- When live streaming is being used, some of the students in the class will watch a live lesson while other students will watch the live stream of the lesson.
- Both groups of students will be monitored by a staff member.
- Live instruction will alternate between the split classrooms on different days.



CENTER AVENUE SCHEDULE

8:40 AM - 9:05 AM: Student Arrival. Breakfast will be available through Food Service in the classrooms.

9:30 AM - LUNCH: Instruction in classroom. Teachers may rotate to different rooms at grade level. Students will remain in their assigned classroom.

LUNCH IN CLASSROOM: Lunch will be available through Food Service. Students may still pack a lunch, if preferred. Lunches will be supervised by school staff.

AFTER LUNCH - 3:15 PM: Instruction in classroom. Teachers may rotate to different rooms at grade level. Students will remain in their assigned classroom.

3:15 PM - 3:30 PM: Dismissal.

More specific details regarding your child's schedule will be shared by your child's teacher.

BASD CYBER LEARNING PROGRAM

Daily Schedules

K-6
CYBER

K-6 ELEMENTARY CYBER DAILY SCHEDULE

Students will submit attendance each day before 9:00 am.

Each day there will be a mix of live/synchronous, recorded/asynchronous and offline activities that follow the district's curriculum scope and sequence for each content area.

Opportunities will be available for whole group, small group and individual learning.

Specific schedules will be shared during orientation.

Attendance will not be mandatory for all live sessions.

7-12
CYBER

7-12 SECONDARY CYBER DAILY SCHEDULE

BASD teachers will use Edgenuity to deliver content and curriculum that is aligned to what they are teaching in the traditional classroom.

Our curriculum is designed to accommodate multiple learning styles, levels and abilities.

All courses will be available 24 hours a day, 7 days a week, so students will have flexibility as they work to complete their assignments.

They will receive feedback and assessments from their teachers as they proceed through their courses.

Cyber students will submit attendance each day before 8:00 am.

7-12
HYBRID

7-12 SECONDARY HYBRID DAILY SCHEDULE

Students may choose to take some of their courses in person at school and take other courses remotely. This is known as our Hybrid Learning Program.

Students will have access to the same course offerings as Cyber Learning Program students.

Hybrid Learning Program students should only report to school during the time they are scheduled to attend class in person.

Unfortunately, the school district will not be able to provide transportation for students in the Hybrid Learning Program.

Hybrid students will submit attendance each day before 8:00 am.

BASD CYBER LEARNING PROGRAM

Important Information

K-6 ELEMENTARY CYBER ORIENTATION



**August 24 and 25 at 10:00 am
(Location TBD)**

Parents will be able to choose which session they would like to attend.

Sessions will include:

- Technology Distribution, if needed
- An introduction to our learning platforms: Seesaw (Grades K-4) or Google Classroom (Grades 5-6)
- An overview of the daily schedule and expectations
- An opportunity to meet the teacher

7-12 SECONDARY CYBER & HYBRID ORIENTATIONS



**August 20 and 21 at 9:00 am
Intermediate High School**

Parents will be able to choose which session they would like to attend.

Sessions will include:

- Technology Distribution
- An introduction to our learning platform, Edgenuity
- An overview of expectations

POINT OF CONTACT



Elementary

A student's Lead Cyber Teacher will be the point of contact for students and parents.

Secondary

A student's individual class teacher will be the point of contact if a student or parent has a question about anything class specific. If assistance is needed with another aspect of the Hybrid or Cyber program, the student's cyber homeroom teacher will be the point of contact.

DEVICE DISTRIBUTION



Students will need to have access to their own device. They cannot share between siblings.

Families should identify if they are in need of technology during the cyber/hybrid enrollment process.

Technology will be assigned to the student and will be distributed as part of the Orientation process.

NEW! Flexible Traditional School

At the request of some parents and guardians, we will now be offering the Flexible Traditional School Model for secondary students (grades 7-12), even when the school district is operating Traditional School five days a week.

In this new Learning Pathway, the students will only come to school two days a week and complete at home work the other three days. The at home work may include teacher assigned work, digital assignments and digital instructional resources.

Students enrolled in the **Flexible Traditional School Model** will either come to school on Monday and Thursday OR Tuesday and Friday.

As a reminder, we are also offering the **Traditional School Model**, where students will attend school in person full time; the **Online/Cyber School Model** where students will take all of their classes remotely online; and the **Hybrid School Model** where secondary students may elect to take some of their courses in person and some of their courses remotely online.

Visit our website to learn more and register:

<https://www.basdk12.org/Content2/clp>

SPECIAL EDUCATION UPDATES

BUTLER AREA SCHOOL DISTRICT



CLASSROOM VISITS IN AUGUST

Tentative plans are being developed to offer students with IEPs, that attend specialized programs in our buildings, to visit their classrooms on August 24th and 25th. Additional information will be provided regarding how to schedule these visits to accommodate our students with complex needs and to ensure student safety.

ADDITIONAL ACCOMMODATIONS FOR IEP TEAMS TO REVIEW

IEP case managers will be contacting parents of students that receive Special Education services at the beginning of the school year to review the current accommodations and supports as outlined in each IEP. When inclusive opportunities and/or pull out small group supports are impacted by the district's current health care plan, each IEP team will revisit the student's program and develop a plan. IEP revisions and additional supports will need to be developed based on student need taking into consideration student safety.

STUDENTS ENROLLING IN BASD'S ONLINE/CYBER SCHOOL MODEL THAT RECEIVE SPECIAL EDUCATION SERVICES

IEP case managers will be contacting parents of students with IEPs at the beginning of the school year to develop a new IEP based on their selected Learning Pathways offering. The IEP team will outline how supports will be provided, options for related services, and plans to address other child specific needs.

SCHEDULED MEETINGS TO REVIEW IEPs AND PROGRESS

With all of the changes to how educational services will be delivered to students this Fall, we recognize the challenges we will all face together. Beginning in November of this school year, additional IEP team meetings will be offered for all students with IEPs to revisit their program and to identify what progress has been made on their IEP goals.

FACE MASKS, FACE COVERINGS, OR FACE SHIELDS

In most circumstances, students with disabilities will be required to wear a face covering throughout the school day and on the school bus. Students will be able to remove their face covering when 6 feet of social distancing is possible. If a student that receives Special Education services has significant medical, mental health, or sensory needs that limits or prohibits their ability to wear a face covering, their IEP team will convene to document this need and will outline a plan moving forward.

SPECIAL EDUCATION UPDATES

BUTLER AREA SCHOOL DISTRICT

GIFTED EDUCATION

The Gifted Centers will not operate in the “enhanced” model to reduce interaction of students. Students will remain in their homerooms, which has a cluster grouping of high achieving students.

The Gifted Coordinators will collaborate with the gifted students’ teachers and provide direct support within the classroom.

The Gifted Coordinators will also be supporting the students in the BASD Cyber Learning Program by providing a combination of live synchronous and recorded asynchronous instruction.

ENGLISH AS A SECOND LANGUAGE (ESL)

ESL services will continue to be provided to students who have an identified need.

The ESL teachers will follow the district’s social distancing guidelines in the delivery of instruction.

The ESL teachers will also be supporting the students in the BASD Cyber Learning Program by providing a combination of live synchronous and recorded asynchronous instruction.

LIVE STREAMING INSTRUCTION

In some of our special education programs, Live Streaming of instruction and activities may occur on a case by case basis allowing students that are not able to attend school for medical reasons to participate. Specific locations where this approach may occur include Multiple Disabilities programs, Life Skills programs, and Autistic Support / Life Skills programs. Guidelines consistent to our general education settings will be followed and reviewed with each IEP team to assist with student confidentiality and safety.

Health & Safety Updates

Butler Area School District



1

Students will have time to wash their hands throughout the day.



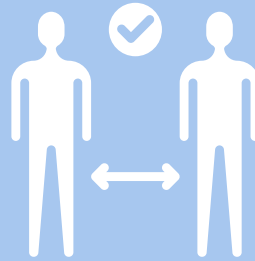
2

Hand sanitizing stations will be available throughout each of our school buildings.



3

All students, faculty and staff are required to wear face coverings, masks or shields.



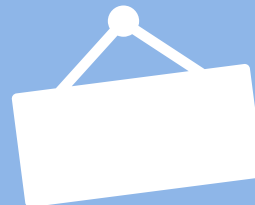
4

We will provide space for 6 feet of social distancing as often as possible.



5

All students, faculty and staff will have their temperatures screened before they are permitted to attend school.



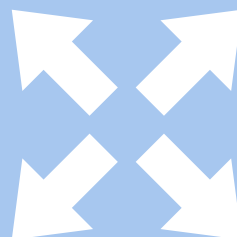
6

Signage will be posted to remind students, faculty and staff of the things they can do to help stay safe while at school.



7

Enhanced cleaning procedures, including frequent sanitizing of high traffic areas and frequently touched objects.



8

Four Learning Pathways so families can choose an option that best fits their individual needs.

TECHNOLOGY UPDATE



The Butler Area School District has invested in technology, both equipment and infrastructure, to further enhance the learning and the diffusion of information between staff, students, and the entire education community. In order to meet the potential distance learning needs and provide 21st Century Digital Skills for the students of the district, the following upgrades have been provided:

- Increased district computer network bandwidth to assist with instruction.
- Installation of additional wireless access points to support an increased digital footprint within classrooms.
- Increased opportunities for Bring Your Own Technology (BYOT).
- Continued opportunities to receive an AT&T hotspot or district-provided Armstrong internet service where possible.

SECONDARY (7-12)

In addition, the Butler Area School District is implementing a 1:1 technology initiative for students in grades 7-12.

All Intermediate High School and Senior High School students will have the opportunity to utilize a district-provided Dell chromebook starting in the 2020-2021 school year. Secondary level students enrolling in any of the three learning pathway designations (traditional, hybrid, or cyber) will receive a chromebook and the necessary training to successfully utilize the equipment in the educational setting.

Students scheduled into the traditional learning pathway will receive the device, along with the necessary login information, during homeroom on the first day of school. Students enrolled in the hybrid and cyber learning pathways will receive a chromebook, along with the necessary login information, during one of the designated cyber orientation dates prior to the start of school.

ELEMENTARY (K-6)

For students in grades K-6, increased technology opportunities exist with an improved student to technology ratio and a focus on age-appropriate technology and digital literacy. This translates into more elementary students having access to iPads, laptops and chromebooks, and the necessary technology being available for students electing to receive education through the Cyber Learning Program.

Elementary students enrolled within the cyber learning pathway will receive a device, along with the necessary login information, during one of the designated elementary cyber orientation dates prior to the start of school.

Butler Area School District Face Coverings, Masks & Shields

In Accordance with the PA Department of Health
Universal Face Coverings Order

On July 1, 2020, the Secretary of the Pennsylvania Department of Health announced an Order Requiring Universal Face Coverings. The order, signed under Secretary Levine's authority under the Disease Prevention and Control Act, outlines the situations when a mask must be worn and includes limited exceptions to the face covering requirement.

Does the Order of the Secretary of the PA Department of Health Requiring Universal Face Coverings apply to children and adults while in schools?

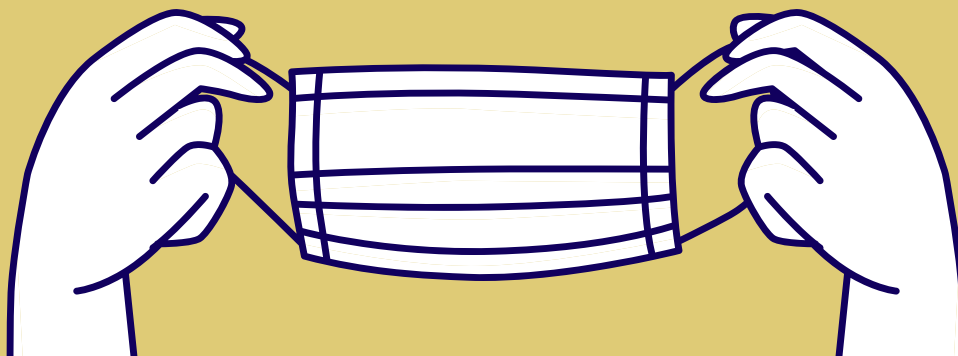
[Response from PDE] Yes, this order applies to all students, staff and visitors age two and older while in school entities, including public K-12 schools, brick and mortar and cyber charter schools, private and parochial schools, career and technical centers (CTCs), intermediate units (IUs); educational programming for students in non-educational placements such as residential settings (boarding schools), residential facilities, detention centers, and hospital settings; PA Pre-K Counts, Head Start Programs and Preschool Early Intervention programs; and Private Academic Nursery Schools and locally funded prekindergarten activities.

The Order was effective July 1, 2020 and will remain in effect until the Secretary of Health determines the public health risk is sufficiently reduced so that face coverings are no longer necessary as a widely utilized public health tool. For the safety of students, staff and families and to avoid community spread of COVID-19, students and staff are considered to be members of the public who are congregating in indoor locations. As such, they are required to adhere to this Order.

The order is effective immediately and applies to all children aged two and older.

When and where does the Order apply?

[Response from BASD] In accordance with the Pennsylvania Department of Health's Universal Face Covering Order, face coverings will be required at all Butler Area School District facilities. This includes our schools, fields and school buses. It also applies any time our students and staff may be off campus for school district related activities or events.



Butler Area School District

Face Coverings, Masks & Shields

In Accordance with the PA Department of Health
Universal Face Coverings Order

Under what circumstances are students permitted to remove their face coverings (e.g. masks and face shields)?

[Response from PDE -- UPDATED 8/17/20] Schools may allow students to remove face coverings when students are:

- Eating or drinking when spaced at least 6 feet apart; or
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or
- At least 6 feet apart during “face-covering breaks” to last no longer than 10 minutes.

Do students with disabilities need to wear face coverings?

[Response from PDE] Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student’s health care provider, school nurse, and IEP/504 team.

Must a student provide evidence that they qualify for an exception to the Order?

[Response from BASD] Documentation from a medical professional that an exemption applies is required. If your student has a medical condition, mental health condition or disability that precludes the wearing of a face covering in school and on the bus, please contact your child’s doctor to obtain proper documentation. You may then drop it off or mail it to: Butler Area School District, Attn: Mask Exemption, 110 Campus Lane, Butler, PA 16001. Once the documentation is received, it will be incorporated into your child’s (new or revised) IEP/504 Plan, per the Commonwealth of Pennsylvania’s requirement. Please note: The medical exemption must be received and incorporated into your child’s IEP/504 Plan prior to your child being exempt from wearing a mask at school.

Does the Order apply to athletes and sports activities?

[Response from PDE] Yes. Everyone must wear a face covering, such as a mask, unless they fall under an exception listed in Section 3 of the Order. Coaches, athletes and spectators must wear face coverings, unless they are outdoors and can consistently maintain social distancing of at least 6 feet. Athletes are not required to wear face coverings while actively engaged in workouts and competition that prevent the wearing of face coverings, but must wear face coverings when on the sidelines, in the dugout, etc. and anytime 6 feet of social distancing is not possible.

Is this Order temporary?

[Response from BASD] This Order remains in effect until further notice from the Commonwealth of Pennsylvania.

Butler Area School District

Face Coverings, Masks & Shields

In Accordance with the PA Department of Health
Universal Face Coverings Order

What type of mask complies with this Order?

[Response from PDE] The Order requires individuals to wear a "face covering." "Face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. While procedural and surgical masks intended for health care providers and first responders, such as N95 respirators, would meet these requirements, these specialized masks should be reserved for appropriate occupational and health care settings.

Examples of face coverings, masks and shields



What if a student does not have a face covering or forgets his/her face covering?

[Response from PA] Face coverings, including masks do not need to be purchased. They may be made with readily available items. There are types of "face coverings" other than a mask that may be worn to comply with the Order. Face coverings may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels.

[Response from BASD] The Butler Area School District will provide a face mask to any student or staff member who does not have one. In addition, if a student or staff member forgets their mask or if their face masks breaks during the day, a new one will be provided to them by the school district.

BUTLER AREA SCHOOL DISTRICT BREAKFAST & LUNCH

Breakfast and lunch will look very different at the start of this year. We may make changes as the year progresses. If/when changes are made, we will update families. For now, this is our plan:

Elementary students will eat breakfast and lunch in their classrooms. All meals will be delivered to the classroom. Each school will share additional details with families.

Secondary students will be offered grab and go breakfasts, which will be socially distanced in the cafeteria.

Secondary students will eat lunch in multiple rooms, including the cafeterias, where they will be socially distanced.

To start the year, we will not be serving ala carte items. All meals will be served as bagged or boxed lunches. As always, students are welcome to pack their own lunch.



BASD Transportation

August 2020

As we prepare to reopen our schools, we recognize that many of our students require school district provided transportation to get to and from school. We are doing everything we can to ensure our buses are as safe as possible, including cleaning every bus in between runs. We have also reworked some of our routes and updated our arrival and dismissal procedures to limit the amount of time students are actually on their bus. However, the school bus is one area where we will not be able to keep all students 6 feet apart for the duration of their ride to and from school. Please review the procedures below before the first day of school. Thank you in advance for your cooperation!

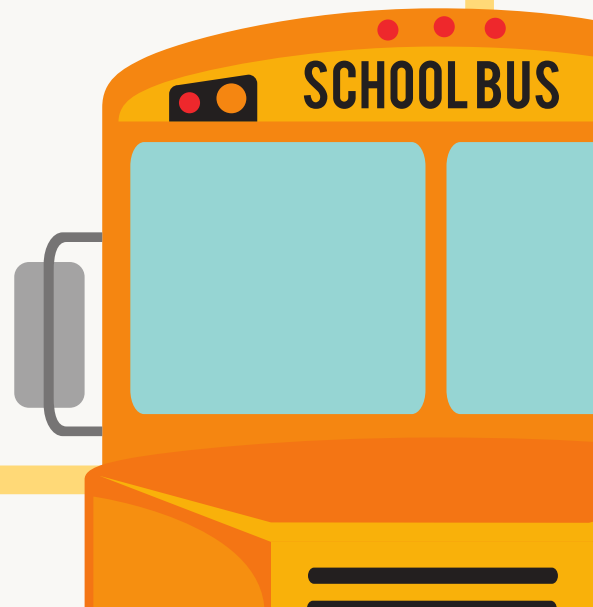
At Home Temperature Checks

Before entering a school bus, we ask that all parents/guardians check their child's temperature at home. If the child's temperature is 99.5 or higher, please refrain from allowing them to board the bus or attend school in person.

Face Masks/ Face Coverings/ Face Shields

Per the Governor's universal mask order, all students will be required to wear face masks/face coverings/face shields on the bus. While we will spread students out as much as possible, it may not always be possible to provide 6 feet of space in between all students at all times.

If a student cannot wear a face mask, face covering, or face shield while on the bus for a medical, mental health, or disability reason, we will work with the parents/guardians to make alternative transportation arrangements for the safety of that student as well as the other students on his/her bus route. If possible, we ask that parents of students who cannot wear a face mask/face covering/face shield while on the bus consider driving their child to school.



BASD Transportation

(continued)

Transporting Your Child

A number of parents have shared that they intend to drive their child to school instead of using the bus. We would appreciate it if families would inform us of their intent to transport their child to school, home from school, or both by taking our survey. We will still keep a seat on the bus for the child, but it will help us plan. Transportation survey:

<https://forms.gle/fUEjZaFJuGqw7BsZ8>

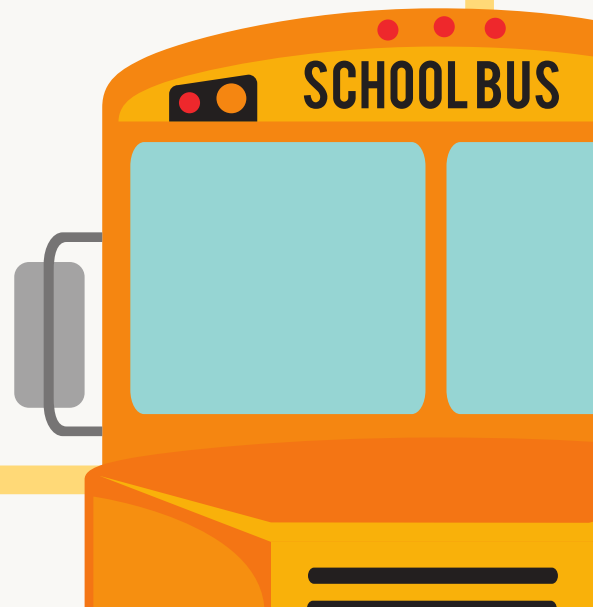
Transportation Cards

By now you should have received your child's Transportation Verification Card in the mail. The purpose of this mailing is so our Transportation Department can verify that we have the correct information on file for our students. If the information for your student is correct, no action is required. If you require an address change, please contact the Transportation Office at transportation@butler.k12.pa.us.

Please note that the Transportation Verification Card will only display addresses and stop locations. BASD families will receive a card stating bus information and pick-up/drop off times mid-August. All students will be assigned a bus route, even if they are registered for our Cyber Learning Program. Additional information regarding your child's homeroom assignment will be sent separately.

Temporary Bus Pass

At this time, we are unable to issue Temporary Bus Passes to students who wish to ride an alternate bus. We encourage students to only ride their assigned bus and to contact the Transportation Department if a permanent change is required.



BASD Transportation

(continued)

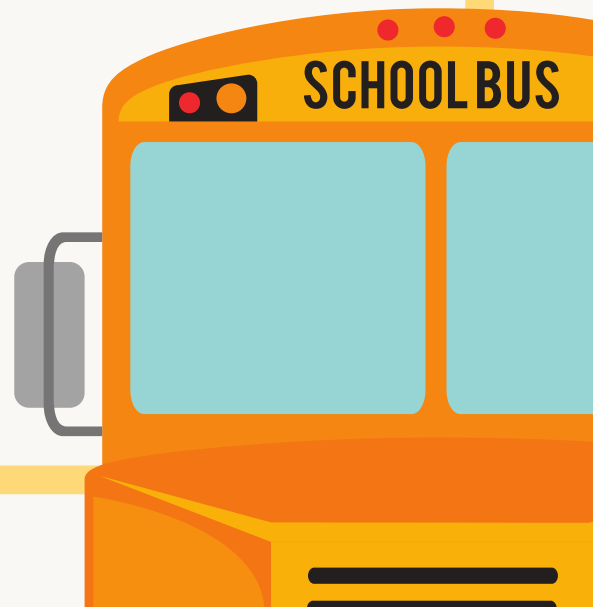
Child Care/ Custody Arrangements

If you require child care or custody arrangements for the 2020-21 school year, please submit your request to the Transportation Department as soon as possible. Transportation requests for Child Care & Custody must be renewed yearly at the start of every school year, even if the arrangements have not changed. Commonly used transportation request forms are available online at: www.basdk12.org/aministration/transportation.

Butler County Area Vo-Tech School

BCAVTS is scheduled to begin the 2020-21 school year on Wednesday, August 26, 2020. If you are a Butler Area School District student requiring transportation to BCAVTS on August 26, 27, 28, & 30th, please email the BASD Transportation Office at transportation@butler.k12.pa.us to make arrangements. Your email should include student name, complete address, and a reliable phone number. We ask that you please submit requests for BCAVTS transportation by August 12th.

Guidelines for BCAVTS transportation on these dates is the same as outlined above for our 2020-21 transportation procedures. Please refer back to the above sections titled At Home Temperature Checks and Face Masks/Face Covering/Face Shields.



RESPONDING TO COVID-19 CONFIRMED OR PROBABLE CASES

Butler Area School District

The Pennsylvania Department of Health has issued instructions about how confirmed and probable COVID-19 cases will be addressed. The Pennsylvania Department of Health will be responsible for communicating directly to students, families and employees regarding any potential exposure. Additionally, the Pennsylvania Department of Health has informed superintendents that they will contact the school district if they feel closing a school or schools is necessary to mitigate a cluster of cases.

Below are the guidelines from the Pennsylvania Department of Health. Since Butler County does not have a Health Department, we will work with the Pennsylvania Department of Health (DOH).

The following information is from PDE's website as of August 3, 2020.

After a Positive Case of COVID-19

After a Positive Case of COVID-19, DOH or county and municipal health departments (CMHDs) staff will notify the school entity immediately upon learning that a person with a confirmed or probable case of COVID-19 was present at the school or a school event while infectious. DOH or CMHD staff will assist the school with risk assessment, isolation and quarantine recommendations, and other infection control recommendations. Schools should take every measure to maintain the confidentiality of the affected individual.

It is the responsibility of DOH or CMHD staff to contact a student or staff person with COVID-19, inform close contacts of their possible exposure, and give instructions to those involved, including siblings and other household members, regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications from DOH or the CMHD to the school community at large but may need to be selectively identified for contact tracing by the DOH or CMHD staff.

After a Positive Case of COVID-19 (continued)

Pre-K to 12 schools are reminded to contact local DOH or CMHD staff before acting in response to a known or suspected communicable disease. Call DOH at 1-877-PA Health (1-877-724-3258); a representative is on-call 24 hours a day. Pre-K to 12 schools located in a jurisdiction with a CMHD should call the CMHD. DOH and CMHDs will provide guidance to schools regarding disease information, appropriate letters and communications, identification of high-risk individuals, appropriate action and treatment, and on-going support and assistance.

Contact Tracing

Robust surveillance, case investigation, contact tracing and isolation of positive cases or quarantine of close contacts can slow and stop the transmission of COVID-19. Pennsylvania's public health infrastructure of epidemiologists, community health nurses, and CMHD staff are the backbone of this work. More information on contact tracing and case investigation can be found in DOH'S Contact Tracing Plan.

DOH and its CMHD partners have established procedures for timely communication with Pre-K to 12 school entities when there is a probable or positive COVID-19 case. Local DOH staff or the CMHD will notify the school entity and PDE immediately upon learning that someone who tested positive for COVID-19 was present at the school or school event while infectious. DOH or CMHD staff will assist the Pre-K to 12 school with risk assessment, isolation and quarantine recommendations, and other infection control recommendations.

DOH or CMHD staff will assist the Pre-K to 12 school entity with contact tracing and may request information regarding potential close school contacts from school nurses/health staff. Decisions to track additional health information (i.e., quarantine timeframes) will be made at the local school level.