

## Gardner Academy 2020-2021 Hybrid building based plan

<b>Goal</b> :	<ol style="list-style-type: none"><li>1. Create three models for 2020-2021 school year based in In-Person, Hybrid, remote.</li><li>2. We want our students, staff and parents to feel safe, included, empowered, confident in knowing protocols and procedures, and educated on their experience.</li><li>3. To establish solid practices and protocols for learning, culture, logistics, re-connection,</li></ol> <p><b>Structural Questions/Data:</b></p> <ol style="list-style-type: none"><li>1.What would success look like during this period?</li><li>2.What data will you need to collect?</li><li>3. What new or existing team will collect this data, analyze it, and tune the action plan?</li></ol> <p><b>Drivers:</b></p> <ol style="list-style-type: none"><li>1. All of our students fall under high risk due to possible drop out risk.</li><li>2. Reconnection and Contact with school as a consistent structure are of highest priority to ensure student success for graduating.</li></ol>
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## Hybrid/In-Person Gardner Academy

Due to the number of students and faculty Hybrid and Full Return will be one in the same

### Hybrid/In-Person Schedule Teachers

Start	End	Mon.	Tues.	Wed.	Thurs.	Fri.
7:05	8:03	A	A	8:00-9:30 HJK	A	A
8:03	9:01	B	B	9:30-11:00 HJK	B	B
9:01	9:59	C	C	11:00-12:00 Advisory parent contacts	C	C
9:59	10:57	D	D	12:00-12:30 Lunch	D	D
10:57	11:55	E	E	12:30-1:30 Student concerns meeting	E	E
11:55	12:25	Lunch	Lunch	1:30-2:15 MTSS	Lunch	Lunch
12:25	1:21	CR/strats	CR/strats		CR/strats	CR/strats
1:21	2:21	Duty/prep	Duty/prep	2:15-3:15 Prep	Duty/prep	Duty/prep

### Hybrid/In-Person Schedule Students

Start	End	Mon.	Tues.	Wed.	Thurs.	Fri.
7:05	8:03	A	A	7:00-8:30 Elective classes	A	A
8:03	9:01	B	B	8:30-10:00 Elective classes	B	B
9:01	9:59	C	C	10:00-11:00 Advisory	C	C
9:59	10:57	D	D	11:00-11:15 Lunch/Dismissal	D	D
10:57	11:55	E	E	11:15-2:15 Remote off campus learning activities (school to career, Wellness, Phys ed, Community service)	E	E
11:55	12:25	Lunch/Dismissal	Lunch/Dismissal		Lunch/Dismissal	Lunch/Dismissal
12:25	1:21	CR/strats	CR/strats		CR/strats	CR/strats
1:21	2:21	Duty/prep	Duty/prep		Duty/prep	Duty/prep

## Teaching/instruction

### **Full Return/Hybrid:**

- + We will follow a Synchronous/Asynchronous model with in-person students and students who are remote by request or quarantine will be streaming live.
- + All efforts will be to utilize minimal paper exchanges for instruction. Instruction will follow the google classroom model already in use for remote.
- + Pedagogy will be re-evaluated and adjusted for teacher/student needs as necessary.
- + Remote academic schedule will change by oje hour on M, T, Th, F.
- +All students will be live in the building M-T and Th-F. W will be used to teach electives and specialty courses. We will also use it for parental contact, advisory periods, and MTSS.
- +We will need to schedule kids based on the needs of classes. This will see a mix of grade levels. Priority for scheduling will be based on graduation requirement needs.
- + Morning classes are focused on graduation required courses. Afternoon class are structured for Credit recovery and Strategies for Success to allow for direct asynchronous instruction.

## Monitoring student progress

### **Full Return/Hybrid:**

- +Classes will provide assessments for both the synchronous and asynchronous methods.
- +Attendance will be a focus. We will collect attendance per period and continue to maintain using RP and RA for remote students.
- +Guidance will maintain contact for students requiring scheduling needs and advisory curriculum.

+Admin is maintaining a log for student “No Shows” and community outreach worker is following up directly with parents and students

+SBCC is directly contacting families for specific needs.

## SEL needs/behaviors and supports

### Full Return/Hybrid:

+ Identification of struggling students will come from teachers, guidance, admin.

+Afternoons will be utilized for direct services as needed from guidance and SBCC

+Both the Student Concerns and MTSS meetings will be used to identify students in critical need, create a plan for meeting those needs, and monitor outcomes of the planning.

## Deliver of IEP services/ ELL services/Transitional services:

### Full Return/Hybrid:

+All services will be delivered as prescribed by the delivery plan.

## Climate-Culture/Routines/Facilities

### Full Return/ Hybrid:

+ Health Screenings/Guidelines

- The school will not conduct screenings for students upon entry
- Staff and students should follow the [GPS Screening Protocol](#)

- Parents/guardians should check their students for symptoms before school
- Staff will refer students to the nurse if they are not feeling well
  - Parents will be notified if their student goes to the nurse
  - A medical waiting room adjacent to the nurse's office will be utilized to isolate students if necessary
- Please refer to the [GPS Protocols for Responding to COVID-19 Scenarios](#) for more detailed information

#### + Mask Protocols

- All staff and students must wear masks at all times (school and bus)
- Exceptions may be made for approved medical conditions
- Students are responsible for their own masks (no gator or valve masks)
- The school will provide one mask a week if a student is unable to provide one for themselves
- If masks are removed, students will be redirected to put their masks back on; if noncompliance continues, a meeting will be held and parents will be given the option of their child returning to remote learning in lieu of further disciplinary action
- Mask breaks will be scheduled and also allowed 'as needed'
  - Full class mask breaks outside may be done at teacher discretion following all social distancing guidelines

#### + Entering/Exiting the Building

- Mornings Entering the Building
  - All students will sanitize their hands upon entering the building at the designated sanitation stations
  - All buses will drop off students at the front entrance in the front of the building
  - Parents will drop off their students at the same door
  - Students need to report directly to their first block class upon entering school
- Dismissal/Exiting the Building
  - Students will be dismissed through a staggered process.
  - All students will exit out the back stairwell maintaining social distancing of 6 feet.

#### + Bus Procedures

- All students must wear a mask on the bus
- Students taking the bus will have an assigned seat and will be told where to sit by the bus driver

- While waiting for the bus before school, students should wear their masks and maintain 6' of social distancing
- While loading and unloading the bus, students should maintain 6' of social distancing (the bus drivers and administration will help guide you with this)

#### + Physical Distancing

- Staff and students should attempt to maintain 6' of social distancing at all times (CDC guidelines recommend limiting physical proximity of less than 6' to under 15 minutes)
- Desks in classrooms will be set up 6' apart based on the computer model put forth by the district
- Teachers will dismiss students to assist with social distancing when exiting the classrooms and be present in the hallways and landings to assist with movement and social distancing
- The front stairwell will be an "up" stairwell.
- The back stairwell will be a "down" stairwell.
- Student moving between floors will utilize these stairwells in the proper manner
- All traffic in the hallways will move in the marked direction

#### + Classroom Procedures

- Students will have assigned seats in their classes
- All classrooms will be supplied with hand sanitizer, disinfectant wipes, masks and covered trash receptacles
- At the end of each class students will clean their own desks with cleaning supplies provided in each classroom

#### + Bathroom Procedures

- Student will make their teacher aware that they need to utilize the facility. NO STUDENT WILL EXIT OR ENTER A CLASS ON THEIR OWN.
- Students will be escorted to the student lavs.
- Students will hand sanitize upon exiting the classroom
- Students will wear a mask at all times while using the lav
- Students will then wash their hands
- Upon re-entering the classroom students will hand sanitize again
- If more than one student is waiting they will maintain social distancing of 6 feet.

#### + Breakfast/Lunch procedures

- Upon exiting the building, students will be offered a bagged lunch to take home which will contain that day's lunch as well as the next morning's breakfast
  - We encourage students to wait until they get home to eat their lunches and not eat on the bus
  - Students will be dismissed by classroom and enter the caf through either room 302 or 304
  - Students will then exit the caf and proceed immediately down the back stairwell and out to the back parking lot.
- Breakfast and lunch are free to all students, until otherwise notified
- New water filling stations are located throughout the building for students to refill water bottles throughout the day

- + Students should bring their chromebooks to school with them to use in the classroom
- + All classrooms, bathrooms and high touch surface areas will be cleaned and disinfected at the end of each day

## Personal Protective Equipment:

### **Full Return/Hybrid:**

- +All students will be wearing masks and PPE. All teacher as well. Everyone will follow DESE and District Protocols. PPE has been distributed to all classrooms

## Parent Engagement:

### **Full Return/Hybrid:**

- +Same as Above

## Nurse/Contact tracing:

### **Full Return/Hybrid:**

- +An isolation room will be designated for any immediate concerns for student and staff safety.
- +Nurse will set up procedures for investigating possible contamination and contact.



+Teachers will need to maintain a seating chart and keep close daily attendance for possible contact tracing in the event of discovery. They will also maintain a sign-in and sign-out sheet in the classroom

+Teachers will be aware of student contact for contact tracing.