



**2021**

**OVERVIEW:**

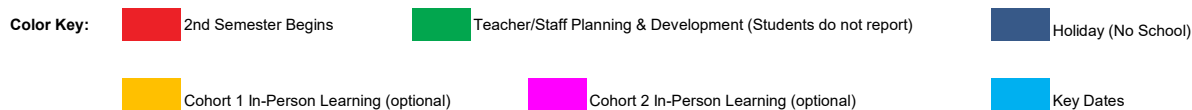
**REOPENING  
PLAN**



## OVERVIEW

This document contains the initial phase of our plan to keep students and teachers safe as we reopen our classrooms. We will continue to update this document as new iterations become available.

# Reopening Timeline



December 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

11 Deadline to Select Learning Option  
 17-18 Asynchronous Learning (No live classes)  
 21-31 Winter Break

January 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 New Year's Day  
 4 Teacher/Staff Planning  
 5 First Day of 2nd Semester  
 18 Martin Luther King Jr. Day

February 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

1 Cohort 1 First Day of In-Person  
 8 Cohort 2 First Day of In-Person  
 15-19 Mid-Winter Break  
 19 Teacher/Staff Planning

**December 11:** Deadline for parents & caregivers to choose virtual or hybrid (weekly rotation between virtual and in-person learning) for their students and for teachers to choose in-person teaching or continue teaching remotely

**December 17-18:** Students are in asynchronous learning (no live classes) while teachers prepare for the return to in-person teaching

**January 5-8:** Kindergarten/first grade meet & greets

**January 25-29:** Sixth grade and new student meet & greets

**January 6:** Cohort information & teacher choices (in-person instruction or remote teaching) published to parents

**January 13:** In-person supplemental instruction begins for high-needs students

**February 1:** Cohort 1 returns to the classrooms for their first in-person week

**February 8:** Cohort 2 returns to the classrooms for their first in-person week

**February 15 - 19:** Mid-winter break for students -- adjustments to classrooms, protocols and staffing assignments made based on the experience gained in the first two weeks of in-person learning

**February 22:** Cohort rotation resumes with Cohort 1 in-person

**March 8:** The first date a student who initially chooses 100% virtual learning can opt into the hybrid rotation

# HOWL HYBRID DETAILS

## GOAL

The goal of our plan is to maximize the amount of face-to-face instruction delivered to students while maintaining sound public health standards that protect the entire school family for as long as COVID-19 remains a substantial threat.

## CHALLENGE

We have a fixed amount of space between our two campuses. Our facilities will not allow us to safely house our entire student body with enough room to isolate groups and distance students as will be required to prevent/contain the spread of COVID-19.

## CLASSROOM REOPENING OVERVIEW

- We will reduce the number of students in classrooms by no less than 33% on any given day by shifting students between virtual and in-person learning. We will never operate at more than  $\frac{2}{3}$  of our daily capacity for students in classrooms.
- The school will deliver a blend of virtual and in-person teaching as long as public health conditions warrant
- Our plan places a priority on our most vulnerable learners

Participation in the HOWL Hybrid model will be optional for both students (parents/caregivers) and faculty as long as the rate of infection remains high.

- Students in our “academically critical” population will have the option of daily in-person learning:
  - ◆ Kindergarteners
  - ◆ Students with an Individualized Education Plan
  - ◆ Students who speak English as a second language
  - ◆ Students with a 504 plan
  - ◆ Students from economically disadvantaged families
- The remaining student population will be divided into two cohorts. Students participating in hybrid learning will alternate between in-person and virtual learning in one-week intervals.
- Schedule will remain the same for in-person and virtual instruction:
  - ◆ K - 5th Grade: 9:00 am - 2:30 pm
  - ◆ 6th - 8th Grade: 9:30 am - 3:30 pm

## CLASSROOM PLAN

- Students and teachers will be required to wear appropriate face coverings at all times with intermittent mask breaks throughout the day.
- Classrooms will be equipped/set up to separate/distance students, with tables and desks spread out to the greatest extent possible.
- Plexiglass shields will be placed between students.
- Classroom activities will be restricted/revamped in the interest of health and safety.
- Classes will have access to outdoor spaces during breaks
- Classrooms will be equipped with necessary technology for online streaming of classroom activity, in and out. These preparations will include, but are not limited to:
  - ◆ A/V setups including cameras for all classrooms where virtual students are able to see classmates and teachers, and vice versa, and participate in classroom learning activities.
  - ◆ Microphones for rooms with acoustics issues
  - ◆ Intercoms at both campuses
  - ◆ Televisions
  - ◆ Projectors
  - ◆ Document cameras

It is imperative that students consistently follow expectations in order to keep our school community safe. Given that COVID-19 presents a different set of challenges in our current environment, disciplinary responses related specifically to COVID-19 safety measures will be implemented.

## ATTENDANCE

During remote/hybrid learning, a student is considered to be in attendance for each day he/she participates in live virtual instruction via video conferencing and/or submits assignments on designated asynchronous learning days (e.g., Wellness Wednesdays). Students are expected to participate in each learning period, and attendance may be taken in each learning period. Parents and students are expected to follow the expectations for online learning as published by the school. The provisions in this policy regarding excused and unexcused absences remain in effect during remote/hybrid learning.

## SPORTS, EVENTS & FIELD TRIPS

School-sanctioned sports, activities, and large scale in-person events will be suspended through the second semester of the 2020-2021 school year. Field trips will take place virtually throughout the second semester.

## AFTERSCHOOL

The school will resume after school programming at both campuses on February 22.

## LIMITATIONS ON VISITORS

Until further notice, all outside visitors will be severely restricted. These restrictions apply to parents and volunteers unless reporting for a duty assigned by the principal or executive director.

# 3 KEY COMPONENTS OF OUR HEALTH SAFETY PLAN

1. Take Active Measures to Ensure That No One With COVID-19 Enters the Building
2. Base Safety Procedures & Protocols on the Assumption That Everyone Has COVID-19
3. Maintain Student Groupings in Such a Way That Allows for Containment of an Outbreak

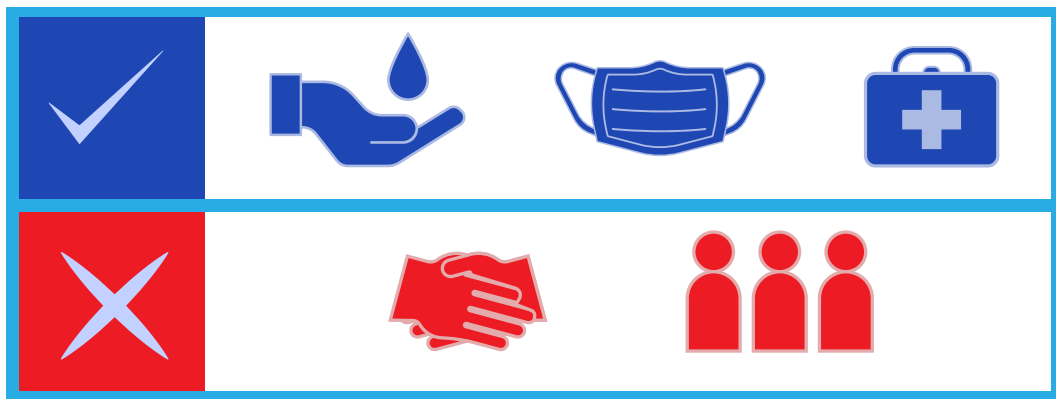


## 1. Take Active Measures to Ensure That No One With COVID-19 Enters the Building

- Parents will be required to complete a **daily** health/symptoms check for each student
- Students or staff who have symptoms of ANY infectious illness or symptoms consistent with COVID-19 should not attend school in-person
- Everyone will be screened for temperature upon arrival
- Visitors will be strictly limited during the school day. Visitors who are permitted will be temperature screened at the front desk/atrium
- Late students should go to the main entrance where they will be temperature checked before either being held at the front and parents called or allowed to head to their classrooms on their own.

## 2. Base Safety Procedures & Protocols on the Assumption That Everyone Has COVID-19

- Hand-washing/sanitizing frequently during the day, and on movement in building
- Face masks are required for all staff, students and visitors entering the school buildings
- Routine cleaning and disinfecting of frequently touched surfaces using EPA-approved disinfectants against COVID-19 will occur throughout the day
- Intermittent cleaning will be added to the responsibilities of the janitorial staff to supplement daily sanitizing
- Students will not share classroom tools/supplies/materials
- Signage will be posted in all common areas to control flow of foot traffic
- Teaching and routine reinforcement of good hygiene measures such as frequent hand washing, appropriate use of hand sanitizer & covering of coughs and sneezes
- Doors propped open to minimize frequently touched surfaces
- Hand sanitizer stations in every room
- Students will also have their own personal hand sanitizer, tissues, etc.
- Classrooms will be equipped/set up to separate/distance students
- Classroom activities will be restricted/revamped in the interest of health and safety



## 3. Maintain Student Groupings in Such a Way That Allows for Containment of an Outbreak

- Students will enter the buildings through grade level designated entrances
- Staggered arrival by grade level at the Elementary Campus
- Traffic flow managed with signage and hallway monitors
- Circle decals in the hallways for lining up 6 feet apart
- Elementary students will stay in their class groupings during the entire day
- The recess field will be split into designated areas for each group
- Related Arts at the Elementary Campus will take place inside the classroom
- Lunch will occur in classrooms
- Limited number of students in bathrooms
- Controlled dismissal

# Handling Probable or Confirmed Positive Cases of COVID-19

