



### REOPENING OUR SCHOOLS

**FALL 2020** 







#### REOPENING PLAN FOR THE 2020-2021 SCHOOL YEAR

- ► The Waterford Public Schools' Reopening Plan follows the guidelines of the State Department of Education Adapt,

  Advance, Achieve: Connecticut's Plane to Learn and Grow

  Together, published on June 29, 2020. The publication from the state is admittedly a document with guidelines that may change prior to school reopening in the fall.
- ▶ Please note that plans are currently in and will remain in DRAFT form and could change between now and the start of school as conditions in Connecticut change. We will inform you when changes are made to the reopening plan.





# WPS REOPENING PLAN REVIEWED BY MEDICAL PROFESSIONALS

- ▶ Dr. Ramindra Walia
  Waterford School District Medical Advisor
- ► Leah Hendricks
  Supervisor, School Health and Wellness, Visiting
  Nurse Association of Southeastern CT, Inc.
- ► Stephen Mansfield

  Director of Health, Ledge Light Health District





#### CONTINUUM OF LEARNING

#### LEARNING MODEL OPTIONS

- On Campus Learning
- Hybrid Learning
- Distance Learning

On Campus Learning



Hybrid Learning



Distance Learning





#### **CSDE REQUIRES US TO OFFER...**

- ► Full On Campus Learning or
- ► Hybrid (Available option as of July 30)

▶ District Distance Learning Model requires approval from CSDE / DPH





# PLAN 1 ALL STUDENTS RETURN TO SCHOOL

On Campus Learning





### PLAN 2 HYBRID LEARNING

Hybrid Learning





#### **HYBRID SCHEDULE**

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A 50% (On Campus)	Cohort A 50% (On Campus)	Distance Learning for All Students	Cohort A 50% (Distance Learning)	Cohort A 50% (Distance Learning)
Cohort B 50% (Distance Learning)	Cohort B 50% (Distance Learning)		Cohort B 50% (On Campus)	Cohort B 50% (On Campus)





#### HYBRID MODEL

#### Part On Campus and Part Distance Learning

- ▶ On any given day, school campuses will operate at 50% occupancy with the remaining 50% of students learning from home.
- ► The district will operate an "A Cohort" and "B Cohort" alternating schedule in which student groupings will alternate between who is in attendance within the school building and who is being instructed at home distance learning.
- ➤ Student groupings will be created alphabetically by last name to ensure siblings in the same household remain on the same learning schedule. Appropriate accommodations will be provided for siblings that have different last names to ensure consistent scheduling.





#### HYBRID MODEL

#### Part On Campus and Part Distance Learning

- ➤ Students will be provided access to instruction through a synchronous audio live stream or video on availability via Zoom.
- ➤ Students will use a learning management system (Google Classroom, See Saw) to access their assignments and assessments.
- ▶ Additional strategies, including hard copy materials, can be considered for those students not meeting with success in the digital format.
- ► The District may adjust this Option including returning to a more traditional school schedule and/or leveraging more virtual options with proper notice.





# TEMPORARILY OPTING IN TO DISTANCE LEARNING





### PARENTS CAN OPT FOR TEMPORARY DISTANCE LEARNING AT ANY TIME

- Families will be required to opt in to voluntary distance learning via a distance learning form (will be sent to families August 7<sup>th</sup>)
- ► School districts will provide temporary remote learning opportunities for students voluntarily opting into the remote learning programming while other students attend on campus instruction.
- Should public health data support a changed approach, the policy directives from CSDE related to the provision of this option may change to determine there is no longer a need for this temporary option.
- ► The nature of the voluntary remote learning programming may not result in matching instructional hours 1:1 with an on campus learning model.
- ➤ Students opting for temporary distance learning will be prohibited from participating in after-school activities including interscholastic sports.
- ➤ Students participating in remote learning programming will be expected to access statewide assessments in-person, unless the assessments are available remotely.
- To re-enter the school building, parents must notify the school and it may take up to two weeks to re-enter once the school is notified. This will allow the school enough time to plan for the safe return of the student.





#### **DISTANCE LEARNING OPT-IN**

- ► The district will strive to implement minimally a 50% synchronous learning model per CSDE recommendation.
- ▶ Distance learning will transform for the 2020-2021 school year with the aim for students to be active participants in live lessons by viewing the active learning board in the classroom and listening to an audio stream of the lesson.
- ➤ Staff will be face-to-face with students via Zoom and utilizing a learning management system (Google Classroom, See Saw). Students in the classroom will not be shown.





## PLAN 3 ALL STUDENTS DISTANCE LEARNING

Distance Learning

ALL STUDENTS RETURN TO DISTANCE LEARNING DUE TO MANDATORY SCHOOL CLOSURE





# THE LEARNING ENVIRONMENT





#### THE LEARNING ENVIRONMENT

- ► Emphasize grouping students by the same class/group of students and teacher (into a cohort) so each team functions independently as much as possible.
  - Consider this methodology by grade levels. Placing students in cohorts is strongly encouraged for Pre-K-5 and Pre-K-8 campuses and encouraged where feasible for grades 6-8 and 9-12.
  - o Grades PK-8 will maintain classroom cohorts.
- ► Student arrival/departure, meals and movement/schedule during the academic day will be planned and managed by maximizing distancing while utilizing building spaces, staff and available supports where possible.





#### THE LEARNING ENVIRONMENT

- ► Parents will have the opportunity to access teachers by phone or email and in a virtual setting for a one-on-one meeting.
- ▶ Physical configuration for individual classrooms will be continually monitored to ensure students are social distancing.
- ► CSDE guidance will be provided for teachers in regards to best practices for student collaboration, working in small groups and sharing of materials.



### TECHNOLOGY DEVICES AND INTERNET INFORMATION

- ► Policy #5240 Use of Technological Devices by

  Students. The district will continue to employ our

  Bring Your Device Program so that students can bring his/her own device to school.
- ► In On Campus Learning, devices will be assigned to students in classrooms.
- ► In Hybrid and Distance Learning, technology devices will be distributed for those that need one.
- ► The State, through the <u>Everybody Learns Initiative</u>, is offering assistance to students who may not have adequate connectivity to the internet. Contact <u>reopening@waterfordschools.org</u> for assistance.





#### **HEALTH AND SAFETY**



RECONNECT - REINFORCE - REDISCOVER





#### **CLEANING PROTOCOLS**

The Waterford Public Schools will follow the guidance from the State of Connecticut, DPH and the CDC regarding daily cleaning protocols for the district.

All staff will be provided with adequate supplies, including sanitizing wipes, to support cleaning and disinfection practices that will enable them to clean commonly used surfaces (i.e. desks, keyboards) before use.

In school daily sanitization of handrails / sink handles / door handles and knobs / light switches / and bathrooms

#### **CLEANING PROTOCOLS**

Custodial staff will be trained in the appropriate health and safety practices and will adopt procedures for disinfection as outlined by the DPH and CDC. All disinfectants and sanitizers will be in accordance with the green cleaning Policy.

Regular evening daily cleaning will consist of: Cleaning / Disinfecting / & Sanitizing in accordance with guidelines set forth by the State of CT, DPH, and CDC.





#### **CLEANING PROTOCOLS**

- ► The district will provide for the proper use and distribution of sanitizing supplies and a protocol for regular cleaning according to <a href="DPH">DPH</a> and <a href="CDC">CDC</a> Guidelines.
- ► The Director of Operations and School Administrators will communicate cleaning and hygiene protocols as recommended by the State of Connecticut and the CDC to staff and families.
- ► The Director of Facilities will ensure compliance with current DPH guidelines and is prepared to modify plans in response to changing conditions.
- ► Each classroom has been equipped with wall mounted hand sanitizers and where applicable soap dispensers for use in the in classroom washing stations.
- ▶ Daily cleaning of busses is outlined in the WPS Reopening Plan − Transportation Section.



#### **FACE COVERINGS**



The Waterford Board of Education will adopt policies for the 2020-2021 school year requiring face coverings for students, staff, and visitors in accordance with all applicable state and federal laws.

Lessons related to COVID 19-specific safety will be embedded in daily lessons and school assemblies. Messaging to staff, parents, and students will be included in district and school communications

All students, staff, and visitors entering a district building are required to wear a mask or other suitable face covering that covers the entirety of the nose and mouth as required by State of Connecticut guidelines for reopening.

School principals will pre-arrange scheduled "mask breaks" during the school day. Social distancing guidelines must be followed during these scheduled breaks.

#### FACE COVERINGS

Students and staff may remove facial coverings to consume meals, or when students and staff are outside of the school building, as long as appropriate social distancing guidelines continue to be met.

Students and staff arriving at the school building or boarding a school bus without a mask will be issued one and expected to apply the covering immediately.





#### FAQS ON MASKS



#### **Face Covering**

A cloth, paper, or disposable face covering that covers the nose and mouth; may or may not be medical grade



**Face Shield** 

A clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face



**Clear Plastic Barrier** 

A clear plastic or solid surface that can be cleaned and sanitized often

- ► Masks no longer required in PreK.
- ► Masks are required of all staff and students.
- Mask breaks
- Designated Teacher Instructional Area

RECONNECT - REINFORCE - REDISCOVER



#### **SOCIAL DISTANCING**

- ► Each school or district building will be reviewed and available classroom space, such as gymnasiums and auditoriums, will be reconfigured to maximize social distancing, consistent with public health guidelines in place at that time.
- ➤ Signage regarding social distancing will be highly visible in all schools and district buildings.
- Students must maintain social distancing to the greatest extent feasible. Students are expected to practice social distancing when entering and exiting the building, in classrooms, and moving throughout the school. Sharing of school supplies and materials will be avoided whenever possible. If not unavoidable, we will enact our cleaning protocols.
- ► Assemblies and large group meetings or gatherings will be limited where possible to support social distancing efforts.





### HEALTH AND SAFETY ISOLATION ROOM(S)

- ► Each School will have a dedicated isolation room(s) as required by the CSDE for any student or staff member experiencing COVID-19 symptoms.
- ► Each isolation room will be marked with appropriate signage.
- ► The school nurse / building principal will maintain a log of information including student name, date, time of entry, time of dismissal, and time for completion of room disinfection and sanitation.
- ▶ Personal Protective Equipment (PPE) will be provided for the staff member assigned to the isolation room. The isolation room will be staffed by VNA staff.
- ▶ If a student or staff member is sent to the isolation room they will be monitored consistent with guidance provided by the Department of Public Health.





### HEALTH AND SAFETY ISOLATION ROOM(S) (CONT.)

- ➤ Tracking and contact tracing of the student/staff member will be undertaken by the local health department consistent with guidance provided by the Department of Public Health.
- ► The student will remain in the isolation room until a parent or guardian arrives at the school.
- ► Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are and follow CDC guidelines for care.
- ▶ Disinfection and cleaning procedures will be initiated following student release in compliance with CDC guidelines.

RECONNECT - REINFORCE - REDISCOVER





### HEALTH AND SAFETY ISOLATION ROOM(S) (CONT.)

- ➤ The Superintendent who will serve as the District Liaison will be contacted by the School Liaison immediately upon diagnosis of a potentially positive COVID-19 case. The Superintendent will provide the context of this information to the local health department representative.
- ► The Communication Protocol for Notification of Suspected and Positive Cases within Cohort/School/District will be utilized.
- ► Containment plans and protocols will be immediately followed.
- ➤ Return to school or work will be dictated based on medical review and appropriate guidance including but not limited to quarantine and/or asymptomatic factors being confirmed.



### DISMISSAL FROM SCHOOL OR WORK



- ➤ Staff or students showing symptoms will be dismissed immediately from the school building.
- These will include but are not limited to:
  - O <u>HIGH-RISK Symptoms associated with COVID-19 according to CDC Guidelines</u> and other infectious diseases in children
  - O Fever (above 100°F or per clinical judgement with OR without fatigue/body aches/chills)
  - New unexplained loss of taste or smell
  - O Respiratory symptoms (cough, lung congestion, persistent shortness of breath)
  - O Gastrointestinal symptoms (diarrhea or vomiting)
- The student or staff member will be sent home until guidelines for returning to school and work are met.
- Students will remain in an "isolation room" until they can be released to a parent or guardian.
- ▶ Parents/guardians/staff must call their physician and encourage tele-visits for documentation clearing to return to campus.
- ► Communication must be provided for filing with the school nurse.
- ▶ Immediate coordination with Ledge Light Health District, including being ready to comply with requests for information from the local health department to assist with contract tracing while maintaining relevant privacy and health laws.





#### LLHD COVID-19 DECISION TREE

#### COVID-19 Decision Tree for Students and Staff

For people (children, care providers, or staff) who have symptoms consistent with COVID-19, send home or deny entry and reference the exclusion criteria in this document to determine when they may return.

#### Symptoms of COVID-19 include:

- new onset cough or shortness of breath,
- · fever (100 °F or higher),
- · chills,
- muscle pain,
- sore throat,
- loss of sense of smell or taste, and gastrointestinal symptoms of diarrhea, vomiting, or nausea.

If a person has a new symptom (for example, new loss of smell only) with noother diagnosis to explain it, they should stay home and talk to their health care provider about testing for COVID-19, even fit is the only symptom they are experiencing.

#### POSITIVE COVID-19 TEST

Stay home at least 10 days since symptoms first appeared AND until no fever for at least 1 day without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.

Please let the school know if a student, staff person or family member tests positive. They will notify the Ledge Light Health District so contact tracing can be started quickly to determine close contacts who need to quarantine for 14 days as well as answer any questions or concerns.

A close contact is anyone who has spent more than 15 minutes in an area of less than 6 feet from the

#### NEGATIVE COVID-19 TEST

May return to school with a note stating when and where tested **ONLY** if there are no symptoms.

If the person still has symptoms, their medical provider should be contacted.

SYMPTOMS FROM OTHER DIAGNOSIS (SUCH AS STREP THROAT OR ASTHMA)

Stay home until symptoms have improved. Follow specific return guidance from your school.

If symptoms related to a pre-existing condition change or worsen, talk to a health care provider to determine next steps



ANYONE AWAITING TEST RESULTS MUST STAY HOME AND AWAY FROM OTHERS



Adapted from the Minnesota Department of Health

216 Broad Street • New London, CT 06320 • phone, 860,448,4882 • fax, 860,448,4885 • www.llhd.org





# COMMUNICATION PROTOCOL NOTIFICATION OF SUSPECTED AND POSITIVE CASES WITHIN COHORT/ SCHOOL/ DISTRICT



#### **VENTILATION**



- The district will comply with <u>DPH Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems during the COVID-19 pandemic.</u>
- ► The district is presently in compliance with the guidelines and Indoor Air Quality standards, as well as SMACNA indoor exchange rate protocols.
- ► The Director of Facilities will ensure that all school ventilation systems are in proper functioning (in alignment with Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems during the COVID-19 Pandemic)
- ► The district presently has a schedule for preventative maintenance for heating, ventilation, and air conditioning systems. All filters will be replaced and all major and minor repairs will be completed before the start of the school year.
- ► All schools currently have controlled systems that filter 100% of outside air entering the building. The system monitors CO2 levels and modulates outside air accordingly. Fresh air is continually brought into the building during occupied times. MERV 13 filters are used in all school buildings. MERV 13 is recommended for all commercial buildings including hospitals.
- ► Fans and blowers are modulated by Variable Frequency Drives that adjust air volume within the parameters of the Building Management System.
- Ventilation and fresh air intake will be optimized.





#### **TRANSPORTATION**

From CSDE: "Local Educational Agencies (LEAs) should plan for buses to operate close to capacity with heightened health and safety protocols, including requiring all students and operators wear face coverings. Plans must be developed to respond to increased social distancing protocols based upon community spread."







### TRANSPORTATION EXPECTATIONS

- ► Parents are encouraged to transport their children to school.
- ► The school district will survey each family as to their decision to use Waterford provided transportation.
- ➤ The school district in concert with the Waterford Police Department will plan to accommodate the expected increase in vehicles from parental provided transportation.
- ▶ Principals will develop arrival/departure procedures that limit unnecessary entrance of parents and guardians into the building.
- ▶ Bus monitors will be used where a high needs situations is identified.





### BUS RIDING EXPECTATIONS

- ▶ Parents of students in younger grades will be asked to secure masks on students at bus stops prior to students entering the bus.
- ▶ Students will be required to wear a face covering or mask that completely covers the nose and mouth during transit.
- Seating arrangements will be adjusted on buses to prevent students from passing one another while loading/unloading as much as possible.
- ▶ Any student with a fever or other COVID-19 symptoms should remain home and not ride the bus.
- ► Students should practice social distancing while waiting for, boarding and departing the bus.
- ▶ Bus drivers will follow the expectations for school employees regarding health and screening.





#### **BUS ROUTES**

- ► Schools will adjust schedules with as little impact as possible to meet transportation requirements.
- ▶ Bus times in morning and afternoon may vary from previous years and may have to be adjusted as the year goes on.
- ➤ Students will be expected to ride the same bus to school in the morning and the same bus to home in the afternoon every day.
- ➤ Special Education transportation will be provided consistent with IEPs.





#### **CLEANING OF BUSES**

- ▶ Buses will be wiped down between each run and will be sanitized twice a day, consistent with CDC guidance.
- ▶ In the event of a documented COVID-19 case, the bus or vehicle will be immediately removed from service in order to completely sanitize the bus or vehicle.



### WATERFORD PUBLIC SCHOOLS REOPENING WPS REOPENING COMMITTEE MEMBERS

Teaching and Learning	Operations and Logistics	Communications
Bill Bassett, WHS Teacher	Erica Baumgartner, WHS Teacher	Pat Fedor, Board Member
Erika Bassett, GN Intervention	Sharon Burdsall, Secretary Special Service	Thomas Giard, Superintendent
Lauren Benoit, GN, CLMS, WHS Intervention	Ed Crane, IT Director	Andre Hauser, WHS Principal
Marcia Benvenuti, Board Member	Michele Devine, Board Member	Diane Herr, WHS Teacher
Jennifer Boluch , QH Paraprofessional	Chris Discordia, QH Principal	Chris Jones, Board Member
Linda Brailey, GN Teacher	Jo Ann Dumin, CLMS Teacher	Tracy Moore, CLMS Assistant Principal
Elizabeth Cano, WHS Teacher	Dianne Houlihan, Director of School Dining and Nutrition	Thomas Ryan, WHS Teacher
Tessa Castleberry, WHS Teacher	Services	Caroline Whittaker, Central Office
Yuan-Yuan Chen, CLMS School Counselor	Chris Landry, Director of Athletics and Student Activities	
Ian Cheney, WHS Teacher	Joe Mancini, Director of Finance and Operations	
Rob Cillino, CLMS Instructional Coach	Tracy Moore, CLMS Assistant Principal	
Gay Collins, WHS Teacher	Art Peluso, WHS Teacher	
Barbara Comstock-King, CLMS UA Teacher	Cleaning, Buildings and Infrastructure	SEL, Health and Safety
Ed Crane, IT Director	cicuming, buildings and initiastructure	SEE, Fleditif and Safety
Cristina deCastro, CLMS Teacher	Joseph Bonillo, CLMS Teacher	Jason Adler, WHS School Counselor
Kim Dempsey, GN Teacher	Sharon Burdsall, Secretary Special Services	Mary Childs, OSW Teacher
Timothy Fioravanti, WHS Teacher	Tessa Castleberry, WHS Teacher	Gay Collins, WHS Teacher
Andre Hauser, WHS Principal	Rob Cillino, CLMS Instructional Coach	Christine Dulin, WHS Social
Diane Herr, WHS Teacher	Tim Fioravanti, WHS Teacher	Worker
Courtney Hesch, WHS Teacher	Jay Gionet, CLMS Teacher	Kerry Edwards, OSW Teacher
Tammie Hullivan, OSW Teacher	Dianne Houlihan, Director of School Dining and Nutrition	Jessica Fedor, OSW Teacher
Leah O'Connor, WHS School Counselor	Services	Lori Hauser, CLMS School Psychologist
Whitney Logan, QH Teacher	Chris Landry, Director of Athletics and Student Activities	Beth Lewis, CLMS Librarian
Joe Macrino, OSW Principal	Beth Lewis, CLMS Librarian	Joe Macrino, OSW Principal
Amanda Marchese, WHS Teacher	Bill McCleary, Elementary UA Teacher	Kelly McNamara, WHS School
Wendy McCabe, GN Teacher	Jay Miner , Director of Buildings and Grounds	Psychologist
Alison Moger, WHS Assistant Principal	Jim Sachs, CLMS Principal	Celeste Milukas, GN Teacher
Kathy Morgan, WHS Teacher	Kirk Samuelson, WHS Assistant Principal	Alison Moger, WHS Assistant Principal
Jeanne Morgan, CLMS Teacher	Tom Thurlow, Buildings and Grounds Supervisor	Tracy Moore, CLMS Assistant Principal
Susan Morrison, GN Paraprofessional	Human Resources	Billie Shea, GN Principal
Katherine Pesko, WHS Teacher	Joyce Sauchuk, Director of Human Resources	JoAnne Sturges , District Physical
Craig Powers, Assistant Superintendent	Craig Powers, Assistant Superintendent	Therapist
Thomas Ryan, WHS Teacher	Thomas Giard, Superintendent	Kim Thibeau, WHS Teacher
Jim Sachs, CLMS Principal	momas diaru, superintenuent	Michael Tyskiewicz, CLMS Teacher
Kirk Samuelson, WHS Assistant Principal		Kathy Vallone, Director of Special
Wayne Schaedler, OSW Teacher		Services
Billie Shea, GN Principal		Maggie Wood, WHS Social Worker
Maggie Sullivan, GN Teacher		
Toni Tessier, WHS Teacher		
Kathy Vallone, Director of Special Services		





#### FIRST DAY OF SCHOOL

- Monday, August 31, 2020 for Students
- ► Revised Calendar available on district website



https://www.waterfordschools.org/parents\_family/information/school\_year\_calendar



### DISTRICT/SCHOOL HEALTH AND SAFETY COMPLIANCE LIAISONS

**REOPENING WPS** 

Designate an employee to serve as a COVID-19 Health and Safety Compliance Liaison. This designated person will be responsible for engaging with students, parents, faculty, staff and administrators to answer questions or concerns about health and safety requirements regarding COVID-19 concerns.

**DISTRICT** 

Thomas W. Giard III, Superintendent of Schools 15 Rope Ferry Road, Waterford, CT 06385 Phone: (860) 444-5852

reopening@waterfordschools.org

Waterford High School	Andre Hauser, Principal	
20 Rope Ferry Road	(860) 437-6956	
Waterford, CT 06385	ahauser@waterfordschools.org	
Clark Lane Middle School	James Sachs, Principal	
105 Clark Lane	(860) 443-2837	
Waterford, CT 06385	jsachs@waterfordschools.org	
Great Neck Elementary School	Billie Shea, Principal	
165 Great Neck Road	(860) 442-2593	
Waterford, CT 06385	bshea@waterfordschools.org	
Oswegatchie Elementary School	Joseph Macrino, Principal	
470 Boston Post Road	(860) 442-4331	
Waterford, CT 06385	jmacrino@waterfordschools.org	
Quaker Hill Elementary School 285 Bloomingdale Road Quaker Hill, CT 06375	Christopher Discordia, Principal (860) 442-1095 cdiscordia@waterfordschools.org	



#### **IMPORTANT REMINDERS**



- ► The district is utilizing a designated email reopening@waterfordschools.org for parents and community members to send questions or concerns to be addressed with the reopening of schools.
- ► The district reopening schools webpage can be found at <a href="https://www.waterfordschools.org/parents\_family/policies\_procedur\_es/reopening\_schools">https://www.waterfordschools.org/parents\_family/policies\_procedur\_es/reopening\_schools</a>. Information on the District Plan, District Announcements as well as State Guidance and Resources can be found at this site.
- ➤ The Superintendent's Reopening Webinars will be recorded and archived at <a href="https://www.waterfordschools.org/parents\_family/policies\_procedures/reopening\_schools/reopening\_webinars">https://www.waterfordschools.org/parents\_family/policies\_procedures/reopening\_schools/reopening\_webinars</a>
- ▶ Distance Learning Forms and Transportation Forms will be sent to all families by August 7<sup>th</sup>.