
Update on Full Reopening Planning

— Granby Board of Education —
July 13, 2020

Disclaimer

All information is draft and best thinking as of the time of this meeting and is subject to change.

Timeline

State Plan due July 24th, 2020

July 7th Meeting: Discuss Full-Reopening

July 14th Meeting: Review Status of Draft Plan

July 21st Meeting: Finalize Plan for Submission

Ongoing - work groups will be meeting to compile sections of the plan under advisement of the reopening task force

“Adapt, Advance, Achieve” Reopening Plan for Granby Public Schools

Priorities:

[Temporarily Choosing Not to Participate](#)
[School Liaison, Communications Plans, and Data Collection](#)

Operations:

[Facilities](#)
[Daily Operations](#)
[Child Nutrition](#)
[Transportation](#)

Health Practices and Protocols:

[Health Practices and Protocols](#)
[Reporting Illnesses and Addressing Vulnerable Populations](#)
[Social Distancing](#)
[Use of Face Coverings, Masks, and Face Shields](#)

Health Monitoring Plan:

[Planning and Distribution of Information](#)

Containment:

[Containment](#)

Cancellation of Classes, Remote Learning, and Reopening Plans:

[Cancellation of Classes, Remote Learning, and Reopening Plans](#)
[Future Planning for Remote Blended Learning](#)

Academics:

[Special Education](#)
[English Learners \(ELs\)](#)

Family and Student Engagement:

[Family Support and Communication](#)
[Social-Emotional Learning \(SEL\) and Mental Health](#)
[After-school Programming](#)

Career And Technical Education:

[Career And Technical Education](#)

Staffing And Personnel:

[Certification and Personnel Planning](#)
[Professional Development](#)

Temporarily Choosing Not to Participate

- Parents notify school upon receipt/review of plan
- Length of time TBD based on guidance
- Online learning, assignments and material posted on an electronic site, with regular check-ins
- In-sync with classroom curricular goals
- Student needs will be met
- Details depend on numbers
- Resources could include:
 - Published platforms like Edgenuity and Virtual High School
 - Open source materials from sites like CT Learning Hub posted in Seesaw or a Google Classroom
 - Onlines classes that span grade levels
 - Classes taught by Granby teachers or other CT certified teachers from other districts

School Liaison, Communication Plans, and Data Collection

- District Liaison: Assistant Superintendent
- School Liaisons: School Nurses
- Establish regular channels of communication: e- blasts, videos & website
- Survey families
 - Questionnaire responses are due Tuesday at noon
 - State preliminary data due July 17th
 - Basics around four main operational considerations shared in letter
 - Questionnaire asks for plans around physical return and transportation, changes can be made following release of plan
 - Principals will reach out to families indicating they may not return

Initial Questionnaire Feedback

- 832 responses accounting for 1,439 or over 80% of students
- 66% of the children plan to return to school
- 3% of the children do not plan to return to school
- 68% of the child have parents/guardians willing to drive them to school

(data needs to be matched still)

(as of 5:30 7/13/20)

Facilities

- Student workstations - spaced at least 3' up to 6', facing one direction, working on each student having plastic barriers on desks/tables which will be used in addition to mask
- Teacher workstations - front of class, at least 6' mask can be removed with plastic barrier recommended, when closer mask required and face shield/barrier recommended; each staff member will be provided a face shield
- Traffic flow established and marked
- Remove additional furniture and materials
- Sanitize shared spaces between use
- Larger classes moved to larger spaces
- Building Principals/Director of Facilities conducting building walkthroughs to establish capacities and layouts for each space

Facilities (cont.)

All staff will be made aware of the Cleaning and Disinfecting Schedule:

- a. Prior to school opening and upon school closures of seven days or longer: Routine cleaning and ensure water and ventilation systems are safe to use.
- b. Daily:
 - i. Routine cleaning of all areas of the school used during that day.
 - 1. Outdoor areas such as benches, tables, railings, and playground equipment
 - 2. Areas or items located indoors that are not touched or used frequently
 - ii. Cleaning and disinfection of “high-touch” areas that you have targeted in your plan.
 - 1. “High-touch areas”, which refers to hard surfaces indoors that are routinely touched by different individuals. Examples may include (but not limited to) desks and chairs, doorknobs, countertops, bathroom surfaces, copiers/scanners/fax machines, computer equipment, shared laptops, Chromebooks, or tablets, physical education equipment, locker rooms (benches, showers, and toileting areas), shared break room appliances, hand rails, door knobs, and light switches.
- c. Twice Daily: Clean and sanitize/disinfect bathroom surfaces twice per day, especially during times of full occupancy in the school and in high-traffic bathrooms that are in areas where they are more commonly used.
- d. After each use:
 - i. Cafe - Clean and sanitize table and high-touch surfaces by custodial staff/ lunch supervision after each “lunch wave”
 - ii. Shared Classroom Spaces- sanitized desks/table and barriers by teachers/students/staff
 - iii. Staff Areas - sanitize your space after eating, set up space for every six feet
 - iv. Conference Rooms - try to keep adult meetings virtual

Facilities (cont.)

All staff will be made aware of Ventilation Protocols and directed not to alter any equipment:

- Director of Facilities to establish systems per guidance that refresh the air
- Windows fans and ceiling fans should be set to draw air out of a room if allowable by the fire marshall. No free standing fans may be used.
- Windows may be opened to refresh stale air where deemed safe.

All staff will be made aware of Hygiene Practices:

- Allow for touch-free entry into spaces where permissible by fire code as well as touch-free fixtures in bathrooms where possible
- Garbage baskets next to doors
- Assign bathrooms for use by cohorts and by the isolation room and review use of stalls to maximize social distancing

Professional Development/Training

- Time allocated to train and educate all including substitutes and information made available to families

Daily Operations

- PK-5: Students will travel with their classroom cohort and when possible staff will rotate and students will stay in classroom. The grade level will be the overarching cohort. If possible specials teachers will do longer stretches with a grade level cohort.
- 6-12: Student day will be divided into 4 longer class “blocks.” Each class of the day will compose a cohort. The overarching cohort will be a team or grade level and classes will be scheduled within this overarching cohort where possible. Extended passing time will allow for sanitizing of spaced surfaces between cohorts. Students may arrive late or leave early at the high school without penalty if they have a first or last block study hall.
- Cohorts should have assigned zones of the school for shared spaces and traffic patterns, including bathroom use.
- Where the cohort model can not be maintained, increased safety measures will be enacted (i.e. main office, nurses office, etc...) and logs will be kept to document student/staff travel
- Shared spaces should be scheduled at reduced capacity, be sanitized between waves of students, and scheduled in a staggered way where possible to reduce the flow of traffic
- Teachers and staff should follow the cohorts of their students as much as possible.
- Building closed to outside organizations until further notice
- Visitors very limited and by appointment only

Child Nutrition

- Grab and go meals
- Lunch in cafeteria, common spaces, courtyards and outdoors with cohorts
- Reduced capacity, increased spacing and hygiene
- New policies and procedures for serving, ordering, and accounting for lunches
- Water bottle fillers open, encourage bottles with built-in straw
- Planning for hybrid and remote meal plans

Transportation

Pick-up/Drop-off:

- Building Principals will work with the Director of Facilities and Public Safety Officials to review parent drop-off/pick-up routes and alter the traffic flow if possible to accommodate increased traffic.
- Building Principals will establish a staggered drop-off/pick-up schedule at the family level, communicate the schedule to parents along with modified drop-off/pick-up procedures that minimize contact and keep parents from exiting the car.
- District Administration will work collaboratively to establish start and end times for each school that minimizes the amount of time students are waiting to enter/exit their classrooms while taking into account the bus runs and contractual obligations.

Transportation

Bussing:

- Ongoing communication and training with bus companies around health and safety.
- Busses will be cleaned between runs.
- Bus Monitor positions have been posted and will be filled as possible.
- Signage will be posted on busses that reminds passengers to wear face coverings, stay seated and keep personal space.
- Disposable face coverings will be available on busses for students that do not have one.
- Upon review of the need for bus transportation, building based staff will develop seating charts that allow for spacing where possible and family members or overarching cohort members to be together when students are required to share seats. Students will be assigned seats based on their bus stop with students at the first stops in the back of the bus and last stops in the front of the bus where possible. Seating should be assigned by run and may vary based on pick-up and drop-off routes. Students who can not be seated in the back of the bus due to documented safety concerns should be accommodated in the seating plan.
- Upon Moderate Transmission Risk the district will transition to a hybrid model that would have students attending school on an every other day basis. When creating the attendance groups for the hybrid model families and physical location in town will be considered so that the bussing needs would be reduced on each bus to a limited capacity. Upon entry into this model building staff will reissue seating plans. If the need arises for additional busses or bus runs at this time, modifications will be made wherever possible.

Health Practices and Protocols

- Work with FVHD and nursing supervisor establish health practices.
- Communicate and teach practices including, but are not limited to:
 - social distancing,
 - frequent hand washing and use of hand sanitizer,
 - use of face coverings that completely cover the nose and mouth,
 - respiratory and cough etiquette, and
 - enhanced cleaning/disinfection of surfaces.
- Provide and archive trainings and provide time for staff and students to practice new routines
- Have suppliers lined up and materials needed on order

Reporting Illnesses and Protecting Vulnerable Populations

- Educate families, staff and students about symptoms of COVID-19.
- Engage parents and staff in self-assessing prior to leaving home.
- Work with FVHD and nursing supervisor to establish criteria when students/staff need to be sent home and when and how they can return.
- Monitor absences and suspected cases and exposures at a school and district level while abiding by privacy regulations.

Social Distancing (additional information)

- **The protective factors of social distancing, cohorting and face coverings work in concert and when one factor is decreased the others should be increased.**
- When eating in the cafeteria or taking off masks for mask breaks, recess, or physical education, students should be spaced at least six feet apart from one another
- Based on the number of students riding the busses, seating will be assigned to maximize space between family groups
- In music classrooms students should be spaced at least 12 feet apart when singing and playing wind/brass instruments. Where possible break larger groups down into smaller “recital” groups. Non-singing/blowing instruction including general music, percussion, keyboards and strings should involve students spaced at least 3 feet apart with face coverings.
- In outdoor spaces students may remove masks if they maintain the full six feet of social distancing
- One classroom or cohort should be assigned to designated outdoor space (field/playground/blacktop) at a time
- Bathrooms should be limited in capacity to the number of stalls. One person per stall or sink and if stalls or urinals are too close in proximity, individual stalls or urinals may be closed and capacity reduced.

Social Distancing (additional information cont.)

- Staff should maintain six feet of social distancing between adults at all times.
- Common adult spaces such as the office and copy room should contain visual reminders to socially/physically distance.
- Staff may remove their mask when in a private office or a closed-door space occupied by a single adult.
- Staff rooms and spaces will be arranged so that seating is six feet apart. Seating should not be moved.
- Groups of larger than 10 adults should not convene inside.
- Meetings including visitors outside of Granby Public Schools Staff should be held virtually.
- Education, trainings, and reminders will be issued around social distancing. Students and staff will be issued reminders as needed. In the case of repeated difficulties or defiance progressive discipline will be utilized as would be done with any other school expectation.
- All social distancing protocols are subject to change based on health information and changes from the CSDE and DPH. Changes will be widely communicated through e-blasts and posted announcements.

Masks

- Students and staff will be required to wear face coverings while in the school building
- Exceptions are PE, lunch, select music classes, mask breaks when socially distanced, teachers when greater than six feet away, staff in offices
- Clear masks available as needed
- Staff and student will have access to face shields/plexiglass workstations for additional protection
- District will provide disposable masks when needed
- Education and communication around appropriate way to wear face coverings
- Select group of students will not be able to wear masks for documented medical reasons - suggest plastic barriers and social distancing