

**Franklin School District Reopening Plan**  
**American Rescue Plan Act- ARPA**  
**Elementary and Secondary School Emergency Relief Fund- ESSER**  
**Updated January 26, 2022**

**INTRODUCTION:**

The American Rescue Plan Act (ARPA) contains the Elementary and Secondary School Emergency Relief Fund (ESSER), to assist school districts in safely reopening schools for in person instruction and providing continuity of student services. These services include student's academic needs as well as student's and staff's social, emotional, and mental health needs.

The Franklin School District solicited input from parents, staff and community for this plan by:

- Holding two public meetings for parents and community input
- Surveying staff for input
- Sharing initial drafts of the June 23, 2021 plan, detailed in Addendum A, with parents, staff and community with request for feedback.
- Sharing initial drafts of the August 23, 2021 plan with parents, staff and community with request for feedback.

The finalized plan is due to be submitted to the New Hampshire Department of Education (NH DOE) by August 23, 2021. The district is also required to review the plan every six months for the duration of the ARPA ESSER III grant period which expires in September of 2024. The Franklin School District's plan is detailed below:

**2021- 2022 SCHOOL YEAR:**

The Franklin School District is committed to fully reopening for in person instruction on September 7, 2021. We continue to monitor guidance from the New Hampshire Department of Health and Human Services (NH DHHS) and Centers for Disease Control (CDC). Our approach will be to provide the least restrictive

environment for students and staff that maintains appropriate health and safety considerations. As the guidance is continuously updated due to changes in the levels of community transmission of the virus, our plan is flexible in response to this dynamic environment.

**REMOTE LEARNING:**

The Franklin School District is committed to in person learning and will not provide fully remote instruction for the 2021- 2022 school year. Students wanting a remote option should register with Virtual Learning Academy Charter School (VLACS).

**MASK USAGE:**

Decisions regarding indoor mask usage will be made using the NHDHHS decision matrix below. Outdoor mask usage is currently not recommended or required.

**Decision Matrix:** Recommendations for use of facemasks indoors based on the level of community transmission and COVID-19 transmission within a facility

		Level of Community Transmission		
		Minimal	Moderate	Substantial
Cases Within Facility	Sporadic cases without evidence of facility transmission	Optional*	Optional*	Universal†
	Single Cluster	Targeted	Targeted	Universal†
	Multiple clusters or a larger outbreak	Universal†	Universal†	Universal†

\* Face masks still recommended for people who want maximal protection for themselves or others (e.g., a household member who is unvaccinated or medically vulnerable)

† Exceptions can be made for classrooms/schools that have achieved a high vaccination rate (e.g., high-school), or where other prevention measures can be strictly implemented (e.g., 6 feet of physical distancing)

At this point in time, Merrimack County is in the substantial level of community transmission so indoor mask use would be optional until we had reported cases in the school. Should sporadic or clusters of cases occur in the school as outlined in the matrix, mask usage would be deployed indoors first when 3-foot distancing could not be maintained. This means that students seated at their desks would not need to wear masks but when they are moving around the classroom or in the hallways masks would be worn. If we continue to see cases or clusters, a 6-foot distancing criteria would be deployed for masking meaning that students would need to wear masks while at their desks. The Franklin School District will continue to monitor the community transmission data, local vaccination rates, and in school cases when school reopens to determine if a more restrictive approach is necessary. All decisions will be made in consultation with NHDHHS.

#### **TRANSPORTATION:**

Masks must be worn by all on school buses per federal transportation mandate. We will encourage parents who are able to transport their children so we can limit the numbers of students on each bus.

#### **SCHOOL HOURS:**

Because we are resuming fully in person instruction and eliminating remote instruction, we no longer will need to dismiss schools one hour early each day as we did in 2020- 2021. School hours for 2021- 2022 are listed below:

PSS: Drop off- 7:15 am

Instructional Day Start- 7:40 am

Dismissal- 2:00 pm

FMS: Drop off- 8:05 am

Instructional Day Start- 8:25 am

Dismissal- 3:05 pm

FHS: Drop off- 8:10 am  
Instructional Day Start- 8:30 am  
Dismissal-3:15 pm

**~~TEMPERATURE CHECKS:~~**

~~We will continue to conduct temperature checks on students and staff at all three schools per state and federal guidance. Removed effective 1/25/22~~

**SANITIZATION:**

We will maintain the current cleaning protocols instituted at all three schools.

**PERSONAL PROTECTIVE EQUIPMENT:**

We will continue to provide the necessary PPE as recommended by the CDC and NH DHHS.

**COVID RESPONSE:**

We will continue to follow NH DHHS regarding exposures, contact tracing, and quarantine. At this time, NH DHHS is not requiring contact tracing and quarantining is limited to family members in the household of the infected individual.

**SCHOOL LEVEL RESPONSE:**

**Continuity of Services:**

We will be implementing fully in person instruction at all three schools in the district for the 21-22 school year. This will provide continuity of services to all of our students to address their needs, and provide wide-spread intervention and assistance to students to overcome learning loss. We are increasing our personnel to adequately staff our schools, so that we can prioritize students' mental health, social and emotional well-being and academic needs.

## **Additional Support Implementation:**

To address the known learning loss our students have acquired and the emotional needs that have drastically increased due to the pandemic, the Franklin School District will be implementing the following supports. The expectation is that these supports will help close the learning gaps for our students and support their social, emotional and mental health needs:

- Technology Integrator District Wide
  - To leverage technology and curriculum to accelerate student learning
- Special Education Teachers
  - To reduce special education teacher caseloads and to meet the increased needs of our students
- Classroom Teachers
  - To reduce class sizes and offer more individualized instruction
- Social Workers
  - To address the increased social and emotional needs caused by the pandemic
- Reading curriculum
  - Fountas and Pinnell Reading Program
  - Leveled Literacy Intervention Program
  - To close the reading gaps that have increased for our at risk students
- Professional Development for staff
  - To provide the staff with the support and training they need to implement the curriculum we will be using to meet the needs of their students
- Social and Emotional Curriculum
  - Fly Five Curriculum- K-8
  - Choose Love- K-12
  - To increase social emotional skills in students at the classroom level while providing structure and alignment throughout the district
- Math Curriculum
  - Zearn
  - To close the math gaps that have increased for our at risk students
- Online Teaching and Learning tools
  - Discovery Ed

- Teachers Pay Teachers
- To provide more individualized instruction for students and provide teachers with more resources to meet the needs of their students
- Tutoring
  - To provide students individualized support to remediate learning loss
- Adult Education Programming
  - To provide students with further opportunities and options for more individualized programming and instruction

### **Paul Smith Elementary School:**

- Classroom Setups: We will follow NH DHHS continued recommendation of 3 foot distancing within the classroom setting.
- Classroom cohorts will be discontinued.
- Cafeteria will resume serving food, but consumption of food will be at a 3 foot distance.
- Recess will return to pre-pandemic status.

### **Franklin Middle School:**

- Classroom Setups: We will follow NH DHHS continued recommendation of 3 foot distancing within the classroom setting.
- Classroom cohorts will be discontinued.
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### **Franklin High School**

- Classroom Setups: We will follow NH DHHS continued recommendation of 3 foot distancing within the classroom setting.
- Cafeteria will resume serving food, but consumption of food will be at a 3 foot distance.

**CONCLUSION:**

The Franklin School District is fully prepared for students and staff to return to full day, fully in person instruction on September 7, 2021. We will continue to monitor community transmission and act accordingly based on the criteria detailed in this plan and public health guidance. We will monitor our progress and review our plan no less than every six months and make adjustments accordingly. We thank our families, staff and community members for their patience, flexibility and support as we continue to work together to educate our students

**Franklin School District Reopening Plan**  
**American Rescue Plan Act- ARPA**  
**Elementary and Secondary School Emergency Relief Fund- ESSER**  
**August 23, 2021**

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The American Rescue Plan Act (ARPA) contains the Elementary and Secondary School Emergency Relief Fund (ESSER), to assist school districts in safely reopening schools for in person instruction and providing continuity of student services. These services include student's academic needs as well as student's and staff's social, emotional, and mental health needs.

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#### **TRANSPORTATION:**

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Instructional Day Start- 8:25 am

Dismissal- 3:05 pm

FHS: Drop off- 8:10 am

Instructional Day Start- 8:30 am

Dismissal-3:15 pm

**TEMPERATURE CHECKS:**

We will continue to conduct temperature checks on students and staff at all three schools per state and federal guidance.

**SANITIZATION:**

We will maintain the current cleaning protocols instituted at all three schools.

**PERSONAL PROTECTIVE EQUIPMENT:**

We will continue to provide the necessary PPE as recommended by the CDC and NH DHHS.

**COVID RESPONSE:**

We will continue to follow NH DHHS regarding exposures, contact tracing, and quarantine. At this time, NH DHHS is not requiring contact tracing and quarantining is limited to family members in the household of the infected individual.

**SCHOOL LEVEL RESPONSE:****Continuity of Services:**

We will be implementing fully in person instruction at all three schools in the district for the 21-22 school year. This will provide continuity of services to all of our students to address their needs, and provide wide-spread intervention and assistance to students to overcome learning loss. We are increasing our personnel to adequately staff our schools, so that we can prioritize students' mental health, social and emotional well-being and academic needs.

**Additional Support Implementation:**

To address the known learning loss our students have acquired and the emotional needs that have drastically increased due to the pandemic, the Franklin School District will be implementing the following supports. The

expectation is that these supports will help close the learning gaps for our students and support their social, emotional and mental health needs:

- Technology Integrator District Wide
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**Paul Smith Elementary School:**

- Classroom Setups: We will follow NH DHHS continued recommendation of 3 foot distancing within the classroom setting.
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- Recess will return to pre-pandemic status.

**Franklin Middle School:**

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- Classroom cohorts will be discontinued.
- Cafeteria will resume serving food, but consumption of food will be at a 3 foot distance.
- Recess will return to pre-pandemic status.

**Franklin High School**

- Classroom Setups: We will follow NH DHHS continued recommendation of 3 foot distancing within the classroom setting.
- Cafeteria will resume serving food, but consumption of food will be at a 3 foot distance.

**CONCLUSION:**

The Franklin School District is fully prepared for students and staff to return to full day, fully in person instruction on September 7, 2021. We will continue to monitor community transmission and act accordingly based on the criteria detailed in this plan and public health guidance. We will monitor our progress and review our plan no less than every six months and make adjustments accordingly. We thank our

families, staff and community members for their patience, flexibility and support as we continue to work together to educate our students.

## **Addendum A: Reopening Plan June 23, 2021**

### **Franklin School District Plan for Safe Return to In Person Instruction**

**June 23, 2021**

#### **INTRODUCTION:**

The American Rescue Plan Act (ARPA) passed into federal law on March 11, 2021. In the Act, the Elementary and Secondary Emergency Relief Fund (ESSER), was created to help school districts safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the Nation's students. The ARPA ESSER requires that districts develop a plan and make it publicly available on the district website detailing a safe return to in person instruction. Required in the plan is a description of how the Franklin School District will ensure continuity of services including, but not limited to, services to address student's academic needs, and students and staff social, emotional, mental health and other needs which may include student health and food services. The Franklin School District intends to solicit input from all staff and community members prior to finalizing the plan. The finalized plan is due to be submitted to the New Hampshire Department of Education (NH DOE) by June 23, 2021. The district is also required to review the plan every six months for the duration of the ARPA ESSER III grant period which expires in September of 2024. The administration at Franklin School District's plan is outlined below:

#### **SUMMER PROGRAMMING:**

The Franklin School District will be offering a robust in person, six week summer learning program at all three schools in the district this coming summer funded by district Title I and ESSER funds. We anticipate providing remote instruction to those families that request it. The programming is designed to foster students' social and emotional needs as well as address academic deficits exacerbated by the pandemic. We are targeting our at risk population of students including special education students and low socioeconomic students.

Food service will continue to provide meals during the summer months utilizing our school buses to deliver food daily throughout the city. We will also provide hot

meals at our middle school window for those families who wish to access hot meals. This has proven to be very successful over the last 16 months.

### **FALL REOPENING 2021:**

Addendum A describes the reopening plan the school district developed for the schools to reopen safely, five days a week for in person instruction on April 19, 2021. This plan may remain in effect based on the prevailing guidance the district receives from the Center for Disease Control (CDC) and New Hampshire Department of Health and Human Services (NH DHHS).

We anticipate however, that many of the current restrictions will be lifted and that school will return to a more typical setting in September. The district plans to invite students back full time, full day for in person learning exclusively. Remote learning will be offered only for individual cases through online platforms (ie. Virtual Learning Academy Charter School- VLACS or Edmentum).

### **SCHOOL HOURS:**

We anticipate that we will not be providing remote learning in its current form, if at all, and will revert back to our full day school hours at each of our 3 schools.

### **FOOD SERVICE:**

We anticipate that food service will be working out of their respective buildings and continuing to provide free meals to all students per the USDA waiver.

### **MASK USAGE:**

We anticipate updated guidance from the Center for Disease Control (CDC) and New Hampshire Department of Public Health (NH DHHS) and will continue to follow such guidance as we have throughout the entire pandemic.

### **TRANSPORTATION:**

We anticipate updated guidance from the Center for Disease Control and New Hampshire Department of Public Health and will continue to follow such guidance as we have throughout the entire pandemic.

### **TEMPERATURE CHECKS:**



We will continue to conduct temperature checks on students and staff at all three schools per state and federal guidance.

**SANITIZATION:**

We will maintain the current cleaning protocols instituted at all three schools.

**PERSONAL PROTECTIVE EQUIPMENT:**

We will continue to provide the necessary PPE as recommended by the CDC and NH DHHS.

**COVID RESPONSE:**

We will continue to follow NH DHHS regarding exposures, contact tracing, and quarantine. In school testing is being considered at this time.

**SCHOOL LEVEL RESPONSE:**

**Continuity of Services:**

We anticipate being fully in person at all three schools in the district for the 2122 school year. This will provide continuity of services to all of our students to address their needs, and provide wide-spread intervention and assistance to students to overcome learning loss. We are increasing our personnel to adequately staff our schools, so that we can prioritize students' mental health, social and emotional well-being and academic needs. We will continue to provide all of the online curriculum and opportunities that students may need based on their individual circumstances.

**Paul Smith Elementary School:**

- Classroom Setups: We will return to pre-pandemic layout unless restrictions are imposed by CDC and NH DHHS updated guidance (currently 3 foot distance).
- Classroom cohorts will be discontinued unless imposed by CDC and NH DHHS updated guidance.
- Cafeteria routines will revert to pre-pandemic procedures unless guidance is imposed by CDC and NH DHHS updated guidance.

- Recess will return to pre-pandemic status unless restrictions are imposed by CDC and NH DHHS updated guidelines.

### **Franklin Middle School:**

- Classroom Setups: We will return to pre-pandemic layout unless restrictions are imposed by CDC and NH DHHS updated guidance (currently 3 foot distance).
- Classroom cohorts will be discontinued unless imposed by CDC and NH DHHS updated guidance.
- Cafeteria routines will revert to pre-pandemic procedures unless guidance is imposed by CDC and NH DHHS updated guidance.
- Recess will return to pre-pandemic status unless restrictions are imposed by CDC and NH DHHS updated guidelines.

### **Franklin High School**

- Classroom Setups: We will return to pre-pandemic layout unless restrictions are imposed by CDC and NH DHHS updated guidance (currently 3 foot distance).
- Cafeteria routines will revert to pre-pandemic procedures unless guidance is imposed by CDC and NH DHHS updated guidance.
- Remote options will be available using PLATO software.

### **CONCLUSION:**

The Franklin School District is well prepared for students and staff to return to full day, fully in person instruction this fall. We are committed to providing robust services to our students to mitigate the learning loss caused by the pandemic. We continue to make health and safety the number one priority as we plan for the return of our students and staff. We will monitor updates throughout the summer so we are fully prepared for opening in September of 2021. We are grateful to our staff, families and community members for their input and support throughout this state of emergency.

### **Addendum B:**

### **Full Time Opening for April 19, 2021**

**INTRODUCTION:**

On Thursday, April 1, 2021, Governor Sununu, through Executive Order 89, mandated that all public schools return to five day a week in person learning by April 19, 2021. Additionally, the order required districts to continue to offer fully remote learning for those families requesting it. In response to that mandate, we have accelerated our planning from our tentative reopening date of May 4, 2021. The administration's plan for reopening on April 19, 2021 is outlined below:

**SCHOOL HOURS:**

We will continue to dismiss students one hour early each day at all three schools as we have been doing all year. This will provide teachers the time necessary to support our in person and remote learners.

**FOOD SERVICE:**

Food service will continue to operate out of the Franklin Middle School cafeteria. Morning food deliveries will continue for our remote students. The Middle School cafeteria window will be open for hot meals from 7:00AM-12:00 PM daily. Food service staff will continue to deliver breakfast and lunch to the elementary and high school daily.

**MASK USAGE:**

Masks will be required when six foot distancing cannot be maintained. Because we are transitioning to three foot distancing in classrooms, masks will be mandatory and scheduled mask breaks will be implemented. Each school's plan for mask breaks is detailed below.

**TRANSPORTATION:**

We will continue to encourage families that are able to, to provide their own transportation to minimize the number of students on each bus. However, our current numbers indicate that we will need to have 2 students per seat on the buses to accommodate families that require this transportation. Masks will continue to be mandated on all buses. The anticipated increase in traffic at parent drop offs and pick ups will be monitored and adjustments made as needed.

**TEMPERATURE CHECKS:**

We will continue to conduct temperature checks on students and staff at all three schools.

### **SANITIZATION:**

We will maintain the cleaning protocols instituted at all three schools.

### **PERSONAL PROTECTIVE EQUIPMENT:**

A supply of PPE, including masks and hand sanitizer, will be monitored, maintained and made available as needed.

### **COVID RESPONSE:**

We will continue to follow NH DHHS regarding exposures, contact tracing, and quarantine.

### **SCHOOL LEVEL RESPONSE:**

#### **Paul Smith Elementary School:**

- Classroom Setups: Kindergarten and first grade classrooms have been housed with five, six foot rectangular tables allowing for three foot distancing and forward facing. Grades two and three have enough desks for all students enrolled in each classroom. The desks have been placed three feet apart.
- Remote Learning/Teaching will occur daily. Remote students will participate daily during morning meetings. Teachers will provide learning packets, daily assignments on Google Classroom, and will meet with all remote students five days a week the last hour of the day to support remote learners.
- Breakfast will be provided in the gym/cafe each morning. Breakfast is offered from 8:00-8:30 AM daily. Students who require breakfast will either eat outside or in the cafeteria, with six foot distancing maintained.
- Lunch will be outside (weather permitting) on the field hockey field. If weather does not allow for outdoor lunch, students will eat in the classroom and the gym/cafeteria, maintaining six foot distancing.
- Recess: Students will participate in recess by house schedules. Students will have full use of recess equipment and fields while wearing masks.

- Mask breaks: All students will participate in at least 3 scheduled mask breaks per day including morning, end of recess, and afternoon. Individual student mask breaks will be provided as needed.

### **Franklin Middle School:**

- Classrooms are set up according to rosters with a maximum of 21 students and/or staff to allow for paraprofessionals and 1 classroom teacher.
- Desks are arranged facing forward with at least 3 feet spacing.
- Students will remain in classroom cohorts with teachers circulating among the classrooms.
- We will keep our current 6 X 55 minute period schedule with 30 minutes for lunch. Fully remote students will continue to attend their current classes via Zoom receiving simultaneous instruction with in-person students.
- Direct instruction will be limited to a maximum of 35 minutes to allow for mask and screen breaks.
- Mask breaks: All students will participate in at least 3 scheduled mask breaks per day morning, mid-day, and afternoon. Individual student mask breaks will be provided as needed.
- Additional seating will be available in hallways and open classrooms to allow for 6 foot distancing during breakfast and lunch. Students may eat outside if weather permits. Each of our 4 wings has a separate entrance and exit.
- Teachers will continue to use the time from 1:30-3:00 pm to support individual learners, and plan lessons for in person and remote learners.

### **Franklin High School**

- Classrooms are arranged with at least three feet spacing.
- Students will consume breakfast in their first period classroom while maintaining six foot distancing. Overflow space will be provided as needed in the cafeteria.
- Mask breaks: All students will participate in at least 3 scheduled mask breaks per day morning, mid-day, and afternoon. Individual student mask breaks will be provided as needed.

- Because students change classes, current sanitizing protocols will remain in place (ie- sanitizing desks each period, rotating use of bathrooms to allow for sanitizing during the day).
- Fully remote students will continue to attend their current classes via Zoom for attendance and instruction, complete daily assignments in Google classroom, and individuals will continue to schedule appointments with their teachers for additional support.
- Students will be eating lunch in their classrooms if 6 foot distancing can occur. If 6 foot distancing cannot occur in the classroom, classes will be scheduled for additional lunch seating outside when weather permits, and/ or in the gym, cafe or library.
- Teachers will continue to use the time from 1:30-3:00 pm to take their 30 minute duty free lunch, to support individual learners, and planning for remote and in person instructions.

**CONCLUSION:**

The Franklin School District is prepared to meet the mandate of the Governor's Executive Order # 89 to reopen schools 5 days a week beginning April 19, 2021.

**Addendum C: Reopening Plan for August 3, 2020**

**Franklin School District  
SAU # 18**



**Grades Pre K-12  
Educational Response Plan  
2020-2021 August 3, 2020**

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## Administrative Team

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**Dan LeGallo**, Superintendent  
**Jefferson Braman**, Business Administrator  
**Jule Finley**, Curriculum Coordinator  
**Rebecca Butt**, Special Education Director  
**Barbara Slayton**, Coordinator of School Wellness  
**Susan Blair**, PSS Principal  
**Ken Darsney**, FMS Principal  
**Carrie Charette**, FHS Principal **Peter Schmidt**, FHS Assistant Principal  
**Jason Trafton**, FMS Assistant Principal  
**Robyn Dunlap**, IT Director  
**Toby Compo**, Facilities Director

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## Presented to Franklin School Board on August 3, 2020

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**Tim Dow**, School Board Chair  
**Jeff Savary**, Assistant School Board Chair  
**Deborah Brown**, Treasurer **Scott Burns Delaney Carrier Cecile Cormier Paul Doucette**  
**Chris Kneeland Susan Hallett- Cook**

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## INTRODUCTION

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On Sunday, March 15th, 2020 Governor, Chris Sununu, closed all schools in New Hampshire and directed them to implement remote learning. In three days, the Franklin School District fully mobilized all of its resources and implemented a plan to simultaneously feed and educate students, while providing professional development to teachers remotely to best meet the needs of our students and families. The response of the students, families and staff was unprecedented.

Through this crisis we learned much about what was effective and what was not. We also discovered what we would need to change to make improvements to remote learning. The general consensus is that in-person instruction is most desirable, but improving remote learning is essential as 27% of our families report that they will be remaining in remote learning for the fall and there is a concern among staff about returning as well. As always, safety needs to be our number one priority in our planning.

The following is an educational response plan that resulted from the discussions and collaboration that has been on-going this summer. This work has hinged on various meetings and discussions between our administrative team and the school board, survey data from our families and input from our staff.

We have thoroughly reviewed and studied state reopening reports, as well as the report from our Governor and the New Hampshire Department of Education (NHDOE). Additionally we have reviewed response plans that have already been created for other districts in our state. Our plan is predicated on the fact that it must be flexible and responsive to changing conditions in the community related to the pandemic. In other words, we need to be prepared to easily pivot from in-person, to hybrid, to fully remote instruction and back again throughout the 20/21 school year. Because of the uncertainty of the spread of the virus and the potential “second wave”, recommendations being made are well supported in remote, hybrid, and in person instruction, making that pivot seamless.

In preparation for reopening our schools, we are focused on mitigating the risks to our students and staff and the following safety protocols will be implemented. Please note that as we continue to learn more about COVID- 19 and the conditions surrounding the situation evolve, this guidance will be periodically updated as new information becomes available. Following, are the major safety mitigation strategies that we are recommending be implemented when students are in school:

- All students, staff will have temperature checks while entering the buildings
- Custodial staff at all three buildings will be increased during the day to maintain an enhanced sanitizing schedule
- Specialized sanitizing and disinfecting equipment has been purchased to routinely disinfect school facilities
- Classroom set ups will be modified to promote social distancing
- Masks will be mandated when 6 ft. social distancing cannot be maintained
- Hallway traffic patterns will be implemented and monitored in the school buildings- including the entrance to the buildings
- Hand sanitizer will be readily available in all classrooms
- Water fountains will be shut down, but bottle filling stations will be available
- Students may bring water to school and bottled water will be available
- Breakfast and lunch will be consumed in classrooms or outside, socially distanced
- Signage will be posted throughout all buildings indicating hygiene and health protocols- students will be taught and reminded to practice these protocols

- At PSS and FMS, students will remain in contained classrooms and not mix with other classes
- At PSS and FMS, recess will be scheduled with individual classroom groups exclusively
- Containment and isolation plans will be in place to quickly identify individuals who may exhibit symptoms to minimize the exposure to staff or students
- Our head nurse will be designated as our COVID coordinator and be a direct contact to Health and Human Services
- Updates will be monitored from the CDC (Center for Disease Control) and DHHS (Department of Health and Human Services) and adjusted accordingly.

## RISK ZONES/ MODES OF INSTRUCTION

<p><b>RED ZONE:</b> Fully Remote learning for all. Risks too high for in-person instruction. Outbreak in one or more schools. Recommendation from Department of Health and Human Services (DHHS), local Health Officer, Superintendent, and /or School Board.</p>	<p><b>FULL REMOTE:</b> Remote learning is where the student and/or the educator, or information source, are not physically present in a traditional classroom environment. Information is relayed through technology, such as discussion boards, video conferencing, and online assessments. Significant improvements for 20/21 are included in this report.</p>
<p><b>YELLOW ZONE:</b> Hybrid option of some in-person instruction and remote instruction. Many configurations and designs based on ages of students, safety factors implemented, and % of parents/guardians who keep students fully remote.</p>	<p><b>HYBRID INSTRUCTION:</b> Hybrid learning combines face-to-face and online teaching into one cohesive experience. A determined portion of the class sessions are on-campus, while the other half have students working online. There are many possible configurations dependent on desired outcomes and resource limitations ie. space available, social distancing and transportation</p>

**GREEN ZONE:** Threat from the virus is mitigated due to vaccine or generally accepted cure. Most parents would be comfortable returning students to school as we knew it before the pandemic.

**FULL IN PERSON:** In-person learning is any form of instructional interaction that occurs “in person” and in real time between teachers and students or among colleagues and peers. In our plan it represents instruction as we knew it prior to the pandemic. No need for social distancing and/or PPE.

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## Recommendations

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1. Revise the school calendar so that the first day of school for students is on Wednesday, September 9. Schedule four staff inservice days on August 31- September 3 so staff has adequate time to prepare for the hybrid return of students. The state has given us a three day waiver against our 180 day requirement, and this increase to four days of inservice, would use two of those three days. We may also go by instructional hours as we have the last three school years. A sample revised calendar is included for your review. **(Approved by Board August 3)**
  
2. Based on current conditions and data collected from parent surveys, a hybrid model is the best instructional model for our district to accommodate all our student’s needs. We need to provide fully remote instruction for 26 % of our student population according to our most recent parent survey. To provide a phased in approach for increased safety for our staff and students, and to also ease our transportation concerns, the following hybrid model is proposed. This model would break the remaining 74 % of our students into two separate groups: A and B. A Group will include students with last names A-K and Group B is for students L-Z. We will make accommodations for households with students who have different last names. Each group will meet in person for two school days and will learn remotely for the remainder of the week. Monday will be a remote day for all students to allow for enhanced cleaning and collaboration/ preparation time for staff. We are also recommending a one hour early dismissal on each day to ensure staff maintains the necessary preparation time needed to provide both remote and in person instruction. **(Tentatively approved by Board August 3)**

**AA/BB Schedule:**

	Mon	Tues	Weds	Thurs	Fri
In school	Remote Learning for All	A	A	B	B
remote	A and B	B	B	A	A
All remote	Students whose parents have chosen this option				

- This model will include a one hour early dismissal schedule each day for teacher planning and preparation.
3. Personal Protective Equipment (PPE) Recommendations:
    - a. 2 masks per staff member and disposable masks (various sizes) on hand for students who forget or cannot provide- masks with the clear mouth panel for PSS
    - b. Face shields
    - c. Plexiglass dividers for tables
    - d. Disposable gloves
    - e. Disposable gowns for nurses
    - f. Hand sanitizer
    - g. Sanitizing wipes and spray

**(Approved by Board on August 3)**
  4. This plan will be reviewed monthly by the School Board and Administration based on current conditions and review of data and adjustments will be made accordingly. **(Approved by Board on August 3)**

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## Action Plan Areas

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Our action plan areas were organized by the administrative staff using staff input and family survey data that was collected. Questions were generated for each area and information was researched and gathered to answer them. The following bullet points are the outcomes that are being recommended depending on what mode of instruction we find ourselves in. Each bullet point is followed by an indicator of which mode of instruction applies.

**MOI:** Indicates “Mode of Instruction”. Each bullet point indicates whether it applies to *Fully Remote (FR)*, *Hybrid Instruction (HI)*, or *Full In Person Instruction (FIP)*. Points that apply to any situation are labelled ([any MOI](#)).

### HEALTH MANAGEMENT

- There will be temperature checks of all staff and students on a daily basis. Students with a temperature of 100 F or higher must be immediately returned to their parent or caregiver. Staff with a temperature must remain at home or leave work immediately (*HI*)
- Each school will designate a holding area for any students who arrive with a fever or exhibit symptoms of COVID- 19 (*HI*)
- Superintendent will continue to monitor and communicate with city health officials, CDC and DHHS for updates and protocols ([any MOI](#))
- Masks will be required for all staff and students when 6 ft.social distancing is not possible (entering a building, transitioning in hallways, group work in classrooms) (*HI*)

### TECHNOLOGY

- Every child will have their own chromebook that they will take home every day ([any MOI](#))
  - Each student will receive a chromebook case and power cord
  - Each student will be responsible for charging their chromebook at home each night
- Every staff member will utilize Google Classroom ([any MOI](#))
- Google Meet will be used as the online meeting tool between students and staff (*HI* or *FR*)
- All cameras on chromebooks will be functional and turned on- individual cameras can be shut down for inappropriate use (*HI* or *FR*)
- Google training will be provided for all staff prior to the start of the school year ([any MOI](#))

### FACILITIES

- All classrooms will be stripped of excess furniture and other unnecessary materials (*HI*)
  - Storage trailers will be rented to store excess furniture
- Classrooms will be set up with 6 foot distancing between work spaces for students (*HI*)
  - Provides 10- 15 spaces per classroom for students
- Need to hire at least 1 more day custodian for each building to meet safety standards for daily sanitation(*HI*)
- Playground equipment will not be utilized during the school day or after hours (*HI*)
- All functional sinks have been repaired ([any MOI](#)) • All water fountains have been shut down (*HI*)

- Water bottles will be made available for students who need it
- Maintenance has purchased 10 spray units and the chemicals needed to do mass sanitation at a faster rate *(FIP and HI)*
- There will be wipes and spray bottles in each classroom for necessary sanitation in between custodial cleanings *(HI)*
- Bottles of hand sanitizer will be available in all classrooms *(FIP and HI)*
- There will be necessary signage in all buildings to ensure safe travel, entering and exiting buildings, and transitioning in the hallways *(HI)*
- There will be no locker usage at FMS or FHS *(HI)*

## **TRANSPORTATION**

- Current restrictions mandate no more than 24 students per bus however we expect that to increase because siblings will be allowed to sit together *(HI)*
- Restrictions require no more than 3 students on special education bus *(HI)*
- Food service personnel will be on the bus delivering meals simultaneously as we pick up students *(HI)*

## **FOOD SERVICE**

- All food consumption, including breakfast and lunch, will be in the classrooms or outside *(HI)*
- Meals will be distributed during morning bus runs to students in remote learning *(FR and HI)*

## **CURRICULUM AND INSTRUCTION**

- Students at PSS and FMS will remain with the same cohort of students within their classroom, during the school day *(HI)*
  - Unified arts teachers will travel from classroom to classroom to conduct their instruction with students
  - Special Education and Title I personnel will work with groups of students from the same cohorts exclusively (no mixing of students from other classrooms)
- Every staff member will be utilizing Google Classroom *(any MOI)*
- Sample schedules for instruction that meets the needs of each school, are attached in Addendum A

## **SOCIAL/ EMOTIONAL**

- A simple referral form will be created for the entire district to allow for more efficient reporting and intervention *(any MOI)*
- Staff will be trained on Know and Tell and other trauma based interventions *(any MOI)*
- The importance of social/ emotional support for students will be emphasized with all staff *(any MOI)*

## **OPERATIONS/ FINANCE**

- We are responsible to purchase our own PPE for the district, although we are looking at the potential of receiving some PPE from Homeland Security *(HI)*
- 285 chromebooks purchased and 1,000 covers *(any MOI)*

## COMMUNICATIONS

- A district communication plan is in draft form and will be completed at the start of the school year (*any MOI*)
- Head nurse will be in regular communication with NH DOE, DHHS and CDC (*any MOI*)
- Online student registration system has been implemented (*any MOI*)
- Apptegy mobile communications app/ website will be ready to launch by the beginning of September (*any MOI*)

## SCHEDULING/ ATTENDANCE

- Daily live feed check in with all students who are remote (*FR or HI*)
- Sample scheduling options considered are listed in Addendum A
- School based schedules for fully remote and hybrid instruction will be developed for the August 17 School Board meeting

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## Addendum A

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### Hybrid Sample Models

**Fully in person (73%) and fully remote (27%):** Based on parent choice at time of plan



	Mon	Tues	Weds	Thurs	Fri
In school	A	A	A	A	A
remote	B	B	B	B	B

**A/B Schedule:**

	Mon	Tues	Weds	Thurs	Fri
In school	A	B	Remote learning for all	A	B
remote	B	A	A and B	B	A
All remote	Students whose parents have chosen this option				

**AA/BB Schedule:**

	Mon	Tues	Weds	Thurs	Fri
In school	A	A	Remote learning for all	B	B
remote	B	B	A and B	A	A
All remote	Students whose parents have chosen this option				