

Sherman Central School

Home of the Wildcats



District Reopening Plan

July 31, 2020

Updated August 27, 2020

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The purpose of this document is to outline the procedures for in-person and remote instruction at Sherman Central School (SCS) starting in September 2020. This plan takes into consideration guidance provided by the Center for Disease Control (CDC) New York State Department of Health (released July 13, 2020) and the New York State Education Department (released July 16, 2020 and updated on July 22, 2020).

Sherman Central School also relied on information from a parent survey that was conducted at the end of June 2020 to gauge our families for their thoughts on in-person instruction and remote instruction.

Overview

Once permitted by the Governor, Sherman Central School will conduct a hybrid model of learning in September of 2020 that includes both in-person and remote instruction. This model will ensure that every SCS student can equitably attend in-person classes with a modified schedule, or learn remotely, all done simultaneously. Students in grades PreK-6 will attend school in person Monday through Thursday and students in grades 7-12 will attend school every Friday. On days when students are not in school, students will be required to attend and participate in online learning.

All in-person instruction will adhere to strict NYS Department of Health and NYS Education Department guidelines that are designed to stop the spread of the Covid-19 virus. These guidelines include but are not limited to the following:

- Maintaining 6 feet of distance at all times
- All persons (students, faculty, staff, and visitors) in the building will be required to wear masks when entering the school, while moving in the hallways, in common areas, and when social distancing cannot be maintained. Students may be allowed to remove their masks during instruction (at the discretion of the administration and the teacher) and during meal time.
- All persons must receive a daily health screen before being allowed access to the building or a school vehicle. Screenings will include temperature checks, checks on current health, and if the person has had a possible exposure to Covid 19.
- All persons will be trained on proper hygiene, cleaning, and disinfection techniques.
- All students using district transportation must wear face coverings and remain in their assigned seat. The bus will be marked to assist students with social distancing efforts. Only members of the same household will be allowed to sit together on the bus.
- Students will be assigned to cohorts and remain in their assigned room for classes when at all possible. The schedule will be designed for little movement of students between class periods throughout the day to maintain social distancing guidelines.

Grades PreK-8 and High Need Special Education Students in All Grades

Students in these grades will ATTEND SCHOOL IN PERSON MONDAY THROUGH THURSDAY. In order to maintain proper social distancing guidelines, a typical SCS classroom will allow for 10-12 students and a teacher. All students will have face-to-face access to their regular teachers on an equal basis. For example, a third grader will be in-person with their assigned teacher at least two days a week, while the other two days they will be in a "Zoom Room" watching their teacher broadcast the lesson into their room. The "Zoom Room," when at all possible, will have a certified teacher supervising and assisting students with the lesson. When a certified teacher is not available, a teacher aide will assist students. To limit exposure, students will remain in their classroom for lessons when at all possible, with morning and afternoon breaks built into the schedule. Teachers will rotate between rooms on an equal basis. Special area classes like Physical Education will be offered in an alternative form.

Grades 9-12

Students in grades 9-12 will be provided with online learning Monday through Thursday. Sherman Central School's goal with online learning is to maintain all normalcy of a typical school year with the only change being the physical location of the student. Therefore, the following policies will be in place during online learning:

- All students will have a schedule they will follow.
- Attending your classes on Zoom is mandatory. Attendance will be taken for each class.
- Video feeds on student iPads MUST be turned on and must remain on throughout the lesson or the student will be marked absent.
- Grading will be conducted as it was prior to the pandemic. Students will be required to adhere to the policies of the student handbook.

Students in grades 9-12 WILL ATTEND SCHOOL IN-PERSON ON FRIDAY of each week. Students will use these Fridays to meet in-person with each of their teachers, take assessments, conduct any in-person social/emotional counseling that is needed, and conduct classes with their special area teachers. Students will be assigned in cohorts and will remain in the same room during all instructional periods. There will be no need for locker use on Fridays as students can place their personal belongings in their assigned rooms.

SCS REOPENING PLANS

The Sherman Central School plan incorporates the work of internal committees made up of administration and faculty. It also incorporates guidance from the Center for Disease Control (CDC), the New York State Department of Health (DOH) and the New York State Education Department (NYSED). The specific plan includes the following four categories:

- Operations
- Instructional Support
- Student Support
- Wellness

Operations

1. Hiring and Staffing

The district is reviewing current staffing to determine if additional personnel are needed to operate our plan. Areas of need will include the following:

- Additional health personnel (nursing)
- Additional cleaners
- Additional aides

When possible, the district will hire long-term substitute personnel to provide flexibility in our staffing.

2. Transportation

Sherman Central School will provide transportation to students using school vehicles. In accordance with NYS DOH and NYSED guidelines, the following procedures for transportation will be in place to reduce the spread of Covid 19.

- Students MUST wear masks at all times on a school vehicle.
- Health screenings will be conducted by a school designee prior to the student being allowed on the bus. The screening will include a temperature check and asking the student and/or parent at the bus stop several health related questions, including if the student has any symptoms or whether the student has traveled to a restricted state over the past 24 hours. If the student presents a temperature of 100.4 or higher, or fails the screening, that student will not be allowed to ride the bus.
- Students will socially distance on the bus. Members of the same household will be allowed to sit together. All other seats will be marked to allow for social distancing.
- Once students arrive at school, they will be allowed to enter the building, with face coverings, and proceed immediately to their assigned classroom.

3. Food Services

All SCS students are eligible to receive a free breakfast and lunch each school day, whether instruction is taking place in-person or remotely. The following procedures will take place for food services:

In-Person

Students who are in-person will grab their breakfast once they enter the building in the morning. They will then bring their breakfast to their assigned classroom. Student must wash hands before eating. Lunches will be delivered to the classroom during an assigned time.

Remote Learners

Students in grades PreK-8 will take a breakfast and lunch with them home on Thursday to cover Friday's remote learning day. Students in grades 7-12 will have breakfast and lunch delivered to them one day per week. That delivery will cover three days of meals. Students in grades 9-12 who are in-person on Friday will take two days of breakfast and lunch home with them upon exiting the school.

Students/families who choose to learn remotely full-time will have one delivery per week that will cover all five days of breakfast and lunch. Families will need to OPT IN to this program by calling the school and completing a form.

4. Digital Services

All students in grades K-12 will receive an iPad to be used for educational purposes, whether in-person or for remote learning. According to data received from our SCS parent survey, 86 percent of our families have reliable high-speed Internet access at home. For those who do not have access to reliable high-speed Internet, please contact the school. The district is making investments in wireless hotspots to provide families with this service. The district will work with families who need this service.

5. Communications Plan

The district will develop a comprehensive communications plan with simple messaging to inform families about our reopening plans. The plan will develop objectives to reach all families with our messaging, an implementation plan, as well as an evaluation process to ensure all objectives are met. The tactics used by the district will include the following:

- Three letters home with an overview of the plan.
- A live virtual forum with members of the community attending.
- Videos to demonstrate to families new procedures for transportation, health screenings, and for entering the building.
- Surveys to assess our progress and assess parent comprehension of the new policies and procedures.

6. Facilities Procedures

The district will measure each possible instructional space to determine a safe student occupation rate that maintains social distancing of 6 feet at all times. Common areas such as lockers, gym, and the cafeteria will also adhere to strict social distance guidelines. Lockers will not be available to students. All personal items will remain in the homeroom classroom for

students in grades 7-12. Students in grades PreK-6 have designated spaces for personal items in their homeroom classroom.

When possible, SCS will follow the cohort model for classes. This will help keep transition times to a minimum. Teachers will move from class to class when possible to reduce possible student exposure.

The following guidelines are in place for drop-off procedures prior to the start of the school day.

- ALL STUDENTS ENTERING THE BUILDING MUST WEAR A FACE COVERING.
- All busses will unload students one at a time using the B door in the back of the building. Students, already having a health check, will then proceed immediately to their homeroom.
- Students being dropped off or walkers will enter the building using the main entrance, Door D. Spaces will be marked on the sidewalk that are 6 feet apart to ensure social distancing.
- Dropoff and walkers will proceed into the building through the second set of doors. They will be greeted by a table where a health check will take place.
- If the student passes the health check, they will proceed to their homeroom following the signs on the floor to maintain social distance from other students.
- If a student does not pass the health screening, school personnel will escort the student to an isolation room on the first floor (Room # TBD) where a further exam will take place.
- If the student is deemed unfit to attend school, a parent or guardian will be called. School health personnel will consult the parent/guardian and make a recommendation for testing.

The following student guidelines are in place for exiting the building at dismissal.

- ALL STUDENTS MUST WEAR FACE COVERINGS WHEN EXITING THE BUILDING AT DISMISSAL.
- Students will be called by bus number to line up in the hallway near Door B. Markings will be on the floor that are 6 feet apart to determine where to stand.
- Aides and faculty will be in the hallway to usher students to the exit.
- Walkers and students being picked up will then be dismissed one class at a time to limit the number of students in the hallway and to maintain social distance. These students will only be allowed to exit Door D, the main door to the building. Markings will be on the floor to guide students to the exit.
- Parents will NOT be allowed to enter the building to wait for their child. Parents of younger children can wait at the bottom of the sidewalk at the main door.

The following guidelines are in place for employee entry into the building to start the workday:

- All school employees will enter the building using the main entrance, Door D.
- Each school employee will also undergo a medical screening for Covid 19 that includes a temperature check and an assessment for Covid 19 symptoms.

- If the employee passes the health screening, they will proceed to their assigned classroom.
- If it is determined the employee is exhibiting symptoms and/or has a temperature of 100.4 or higher, the employee will report to an isolation room and be further assessed by our school nurse.
- A determination will be made if the employee is fit to work that day. If the employee is not fit to work that day, a further determination, in consultation with the school physician and the Chautauqua County Department of Health will be made.
- This determination may require a Covid 19 test before the employee is allowed to return to work.

Ventilation

Using the school HVAC system, fresh air is pumped from the outside into every room at SCS. A review of the district HVAC systems will be required and will include filters with a Minimum Efficiency Reporting Value - or MERV - rating of which filters out the COVID-19 virus, but can, if the system makes additional protections, run on a minimum MERV of 11. Ventilation protocols include increased outdoor air, reduced air circulation, longer system run times and frequent filter checks.

Cleaning and Disinfecting the Facility

Students will remain in cohorts and in the same classroom when possible. Additional cleaning staff will work during the school day to disinfect rooms when students leave the room for breaks or other classes. Cleaners will wipe down surfaces with approved disinfectants and/or spray rooms when unoccupied.

When the school day is over, each room will go through a deep clean and be disinfected using the same protocols. Once the room is cleaned, it will be closed and locked until students return the next school day. Cleaners will keep a daily log of cleaning, marking the location and time when the cleaning was conducted.

Each bus will be sprayed down by the bus driver using an approved cleaner after each bus run. The bus garage will have at least two sprayers to conduct the cleaning.

7. Health and Safety

All students, faculty, staff and visitors will be required to wear a face covering when in common areas of the building. Students will be allowed to remove their masks for breaks, instruction (at the teacher's discretion) or to eat breakfast and lunch. It is highly recommended that students wear masks during instruction when possible.

Employees must wear face coverings at all times. Employees can take mask breaks when they are alone and socially distanced in the building. Employees are asked during break times to clean any area where a face covering was not worn.

All persons entering the building, including students, faculty and staff, will be required to have a daily health screening. The screening will be a temperature check and a series of questions.

They include :

Questions	Yes	No
1. Have you or a member of your household tested positive for, or had a confirmed case of COVID-19 in the past 14 days?		
2. Are you experiencing any COVID-19 or flu-like symptoms such as (Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea?)		
3. Are you or any member of your household under active quarantine due to COVID-19 exposure?		
4. Have you been in contact with anyone who has a confirmed case of, or has been exposed to COVID-19?		
5. Have you traveled outside the U.S. within the past 14 days?		

If a student answers yes to any of these questions, they will not be permitted on the bus. If a drop off or a walker answers yes to any of these questions, they will be brought to the isolation room for further assessment.

Employees will go through the same screening. If they answer yes to any of the questions, they will go to isolation or be asked to go home. If they answer no to all of the questions, they will be allowed to begin their work day.

SEE OTHER SAFETY PROCEDURES THROUGHOUT THE OPERATIONS SECTION OF THE REOPENING PLAN

8. Budget

The district is using multiple resources to purchase necessary PPE, cleaning supplies, ventilation filters, transportation routing systems and technology. Funding sources for these items include the following:

- Community School Set Aside Funds
- ERATE funding
- FEMA Emergency Relief Funding
- General Budget
- Unappropriated Fund Balance

The district is eagerly awaiting word from the federal government as to aid packages. The district is also waiting on word from New York State as to our Foundation Aid package.

Instructional Support

1. Instructional Delivery

After conducting our parent survey, it is clear that families would like a simple instructional delivery platform for their children. The district is determined to keep these platforms at a minimum whether students are learning in person or remotely. The following platforms are permissible by teachers during the crisis:

- Google Classroom
- Kahoot
- Brainpop
- Zoom for live recorded lessons (Flipped Classrooms)
- Videos/Youtube

Also, it is clear, especially in grades 7-12, that specialized platforms are necessary to deliver instruction.

Building Closure Plan

In the case the building is closed for any reason, the district will make every attempt to simplify Learning Management Systems (LMS) for students and their families. The district will focus on Google Classroom and the Remind App for special education students. All assignments will run through Google Classroom.

If the district is forced to go 100 percent online learning, teachers will spend the first several lessons reviewing technology, including Zoom, establish schedules for students (will be similar to their schedule for in-person instruction), and make any modifications necessary. DAILY ATTENDANCE WILL BE TAKEN by teachers for each class period. Student cameras MUST BE TURNED ON throughout the entire lesson for students to be considered present.

Professional Development Plan

Teachers will receive professional development in the platforms listed above this summer. The district will work in conjunction with BOCES to schedule training in August.

The district is also exploring online training for parents on the LMSs listed above. The district plans to make these trainings available on demand for parents to assist their children with instruction.

Prioritizing Standards

The district is also exploring what is considered “essential classes” for all grade levels. In grades PreK-8, this would be coursework that will lead to advancement. In grades 9-12, required courses to earn credits toward graduation will be offered. Once the review is complete, the district will review the length of the day.

2. Scheduling, Attendance, and Accountability

In-Person and Remote Learning

All classes will be broadcast live. Therefore, any student who is learning remotely will have the same lesson as those students attending in-person instruction. Students that are receiving instruction in the home must log onto Zoom at the scheduled time. Attendance will be taken for all students that are in-person and learning remotely. All class materials will be posted in Google Classroom so all students can participate equally. Student schedules will be accessed in PowerSchool.

Flexible Scheduling and Age Appropriateness

After reviewing the schedule and essential courses that must be taken, the district may develop a schedule that condenses the school day. Study halls will be eliminated. A break time will happen in the morning and afternoon of each day. All classrooms will average between 10-12 students to adhere to social distancing guidelines.

Expectations for Online Attendance, Grading, and Instructional Delivery

Students receiving online instruction will have the same schedule as students who attend in-person instruction. All students are accountable for attendance, follow the student handbook, and receive grades in accordance with school and teacher policies. If any student violates attendance policies, the district will use the student handbook as a guide to address the situation in accordance with the code of conduct. The code of conduct is for all students, whether in person or learning remotely.

Communication of Expectations

Teachers will develop syllabi for their courses that outline the expectations. The district will also send home letters to families. A copy of the student handbook must be signed by the student and the parent/guardian (just as in the past). The district will also hold

parent forums to communicate these guidelines. All information will be published on the school website, www.shermancsd.org.

3. Professional Development

Goal Oriented Professional Development

The district will develop professional development opportunities in conjunction with the faculty to reach district goals of creating robust in-person and online learning environments. The district will incorporate trainings through BOCES and KYTE Learning.

Parent/Family Professional Development

The district will provide families with professional development on the LMSs the district will incorporate. This professional development will serve useful for in-person and remote instruction. The district will attempt to provide or make video tutorials for families to better use the technology and understand the LMSs.

Substitute Teacher Materials

Teachers are still required to file weekly lesson plans with the main office. Substitute teachers will receive professional development training in LMSs and will have access to the Google Classroom. Substitute teachers will attend all whole school professional development days, including Superintendent Conference Days prior to the opening of school.

APPR

It is unclear at this time the State expectations for teacher evaluation.

4. Equity

Addressing Equity

The district intends to regularly assess equity for all through the use of family and student surveys. The district will monitor attendance and grading of all students. The district will also continue its Student Services team meetings to discuss all at risk students who are falling behind academically, emotionally, behaviorally, and socially.

Home Access

The district has already determined that approximately 85 percent of families have access to high speed internet. For the remaining 15 percent, the district will provide hotspot connectivity so students can complete coursework in the same, equitable manner as students attending school in person.

When at all possible, teachers will use electronic means to deliver and receive school materials. When paper is the only way, the district will deliver materials once per week to student homes.

Special Education Students

All special education students will attend school in-person no matter their grade level. For special education students in grades PreK-6, they will attend in person Monday through Thursday. Students in Grades 7-12 will attend school in person five days per week. This will ensure that communication is taking place regularly between special education teachers and general education teachers.

5. Trauma Informed Instruction and Addressing Learning Loss

Re-assimilation Plan

Teachers will be provided with resources on instructional strategies that address learning loss that took place during the initial shut down of in-person instruction. Also, each student will be evaluated for trauma during the pandemic through the use of the survey. The survey will be evaluated by the student services team who will develop proper interventions for each student.

Teachers will develop an assessment to determine learning loss and then develop instruction to address the needs of each student.

Teacher Collaboration

The district is exploring options to provide teachers with student free time at the end of the school day to develop lesson plans and collaborate with colleagues on how to deliver instruction. The district will facilitate horizontal and vertical collaboration into these professional development opportunities.

Welcoming Students

The district will develop a virtual event for students only to welcome them back to school and to provide updates, including videos, on new procedures.

Student Support

Regardless of instructional model, all students will be provided with the programs and services they need in order to have equal access to education and be successful. We will be successful if 100% of IEP and 504 plans are fully implemented.

1. Special Education, IEP and 504 Plans

Full Implementation of IEP and 504 Plans

SCS plans to conduct in-person instruction for all special education students. SCS will fully implement all IEP and 504 plans whether forced in-person or online instruction is taking place. The special education department will conduct annual reviews for each

student and determine goals for the year. Consultant teachers will attend core classes of their assigned students. All special education students will follow a schedule for their classes. The Special Education Department will hold meetings to review and discuss state/federal guidance. This information will then be disseminated to the faculty.

Compensatory Needs and Regression Assessment

The Special Education Department at SCS will assess each student upon re-entry to review goals, assess for regression, and determine if compensatory services are needed to meet the IEP/504 goals.

Communication With Families

The Special Education Department will continue to communicate with families about their child's IEP/504 goals. Communication can be in the electronic form, through a letter or over the phone. The department will use a contact log that will be shared with all members of the Special Education Department.

Remote Learning for Special Education Students (If Needed)

Special education students that are forced into remote learning will have similar expectations to general education students. Teachers will communicate clear expectations and accountability measures. Students will have a regular schedule they must adhere to. Grading will be conducted as it was prior to the pandemic. If a student does not attend, the teacher will contact the Student Services Team for further assistance and intervention.

2. Social and Emotional Learning Support

Models for Support

SCS will incorporate several programs to ensure all social and emotional needs of our students are met upon their re-entry into the school. SCS is working with Harvard University and will implement strategies to combat chronic absenteeism. SCS will also conduct mentor training and pair school personnel mentors with at-risk students. The district will also implement a restorative circle program and train staff on trauma informed care.

Scheduling Needs

The schedule will allow for Academic Intervention Services for all students. This time may also be used to address social and emotional needs of our students. The district will also provide students with a wellness survey and continue our "Wildcat Circles" restorative practices. The district is also attempting to create common planning time for teachers. And finally, the district will review child study teams practices and refer students to special education or the Student Support Services team. ____

At-Risk Students

The district will continue to employ its Student Services Support team to identify at-risk students and develop interventions to minimize the risk. The district also employs a social worker five days per week to assist the team in this work. A key piece of this is working with families to provide interventions.

3. English Language Learners (ELL)

Program

SCS will continue to comply with all laws and regulations regarding our ELL program. The district will work with BOCES to provide an ELL teacher twice per week in the district. This teacher will work to reach all goals of our ELL students. The teacher will work with families to reach these goals and provide the required amount of seat time.

Scheduling

ELL students will have a similar and equitable schedule as prior to the pandemic. Students will work with their teachers on all class work to reach goals of their program. The teacher is provided through BOCES and is in the district twice per week.

4. Student Engagement

What is Engagement?

SCS will engage students as if 100 percent of our enrollment is attending school in person. Our goal is to create multi-levels of engagement that are above and beyond what we would offer if school was fully in person. Engagement is ensuring the district has enough interventions in place to build productive relationships with students and work with them to reach their academic, social, and emotional goals. We will engage students through the following experiences:

- Coursework
- Student Services Team
- Counseling
- Harvard Absenteeism Study
- Restorative Practices
- Wellness Assessments
- Parent Communications
- Social/Emotional Assessments

Communicating with Families on Engagement

The district has already reached out to families this summer through a survey to assess their level of comfortability with in-person instruction. The district has developed communication plans for each of the experiences listed above to communicate our intentions with families. At all times, SCS will look to partner with families to ensure all goals of our students are met.

5. Tiered Supports with AIS, RTI

Data Driven Instruction

The district will continue to employ data driven instruction in the 2020-21 school year. Students will take diagnostic assessments such as iReady and/or American Reading Company assessments to determine levels of regression and progress. Once these assessments are complete, data teams will gather to discuss appropriate interventions for each student.

Standard Based Instruction

Teachers will deliver standard based instruction in the 2020-21 school year. Student curriculum will be determined based on the diagnostic assessment each student will take at the beginning of the school year. Once the results are assessed, teachers will base their curriculum on the individual student so they can meet the standards.

Wellness

1. Protocols to Isolate Staff

All staff will receive a wellness assessment when they enter the building to start the work day. Staff will be asked to step up to a thermal scanner. Staff will then be allowed to use their personal device to answer a series of questions related to their health. The questions include:

Questions	Yes	No
Have you or a member of your household tested positive for, or had a confirmed case of COVID-19 in the past 14 days?		
Are you experiencing any COVID-19 or flu-like symptoms such as (Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea?)		
Are you or any member of your household under active quarantine due to COVID-19 exposure?		
Have you been in contact with anyone who has a confirmed case of, or has been exposed to COVID-19?		
Have you traveled outside the U.S. within the past 14 days?		

If the staff member answers no to all the questions, the staff member should report immediately to their designated work area.

If a staff member does not pass the healthscreen test, they will be isolated immediately. Our school nurse will be called to perform an additional assessment. Interventions at that time can include the staff member passing the additional check and returning to their station, the staff member being sent home, or the district having to consult with the school physician and/or the Chautauqua County Department of Health.

Educating Staff

All part-time and full-time staff will be required to participate in Covid 19 training, including how to properly use PPE. The trainings will be provided through BOCES, KYTE learning, and through Utica National, the district’s insurance carrier. Sessions will take place in August and during Superintendent Conference Days at the beginning of the school year.

Coverage Plan for Staff

The district will employ substitute teachers and substitute aides on a long-term basis so no student is left unsupervised during in-person instruction. They will help in the areas of teaching, cafeteria aide, nursing aide, and transportation aide.

Protocol for Positive Student and/or Staff Test

The district will work closely with the Chautauqua County Department of Health in case of a positive test of a student or a staff member. Through the hybrid model, the district is prepared for a shutdown of the building if necessary. Our guidance is to follow the recommendations or mandates of the CC Department of Health.

2. Physical and Mental Wellness of Students

Student Re-entry Plans

Our counseling staff and social worker will identify at risks students, students who have been traumatized by the shutdown, and students in need of wellness intervention. They will create a Google Doc to share with the Student Services Team. The team will develop and implement an individualized plan for each student that is in need.

3. Building and Maintaining Culture

Common Grading System

The district will use the same grading system that was in place prior to the pandemic. The administration and staff will work with families to communicate the grading system. The district will highlight the changes to the grading system from the Spring during the initial shutdown of the building.

Guidelines for Synchronous Instruction

All students will have a schedule and receive instruction at the same time, whether they are in person or online. Teachers will introduce the students and families to the platforms being used for each class during hybrid or remote instruction. A school schedule will be established so as to make synchronous instruction possible for each student to be able to meet with each class without conflicts.

Teachers will need to create at least week long plans to convey to students the goals and objectives for their classes. This should be the goal for learning at home or in person.

Teachers need to adhere to guidance from the administration and union as to expectations for teacher work day hours.

Communications Between Teachers and Students

Google classroom will be the mode of instruction and communication for all teachers, students and families. Valid email addresses and or cell phone numbers for each student will be acquired. Communication will be expected to happen between teacher and student. Teachers can and should communicate with parents if a problem arises and or for positive remarks when appropriate.

The next level of communication would be between teachers and administration for issues that are not resolved during first level communication.

Also, communication in small teacher/ administration groups serves as a back-up to make sure all expectations are being met.

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