

HIAT
Educational Plans for the 2020-21 School Year

1. Back to School Contingency Plans – Attached,
2. The model will be the same with the exception of how it is delivered. Normally, 100% of scholars would be in our brick and mortar schools. Next fall, our current plan is that half of the scholars will receive instruction in-person, while their classmates receive instruction virtually. Then they will switch (those who were at home will be at school, and vice versa). Other than that, our educational model is staying the same. Hybrid and Fully Virtual plans will differ to typical daily operations. Attached
3. The plan will be communicated to staff and parents in the following ways:
 - During the summer, we are communicating bi-weekly with parents using our current systems (PowerSchool, Blackboard Connect, text, email, newsletter).
 - During the summer, we are communicating bi-weekly with staff using our current systems (Remind, staff newsletter, and email).
 - We recently had a Town Hall for our staff and will have another one on July 8th at 11am EST.
 - We have been and will continue to host virtual office hours for our staff.
 - We have a Help Desk that is available from 8am-8pm for our parents.
 - HR and Legal are currently developing COVID-related communications for the contingencies that may emerge (i.e., a student in the school tested positive; a student in your child's class tested positive; etc.). These will be shared with parents and staff once completed.
 - HR and Legal are currently developing COVID-related communications that will be shared with families regarding our protocols if an infection is confirmed, with their child, a family member or someone else they contacted outside of school.
 - HR and Legal are in the process of developing how parents/students and employees contact PLA outside regular business hours if they have symptoms of or have been exposed to COVID-19.
 - We are in the process of updating our student handbook to provide clear direction on when to keep a student home and process for notify the school.
 - We are in the process of developing a communication to parents regarding what children can and cannot bring from home to school.
 - We are working with several of our partners to ensure our families have resources that both help them and their children cope with stress and tragedies.
 - All of our schools are holding back to school nights with our families.
 - All of our schools are having one fun event, another opportunity to communicate, prior to the start of the school year.
 - We have a weekly meeting with all of our school leaders to discuss policies, parent and staff concerns, and our plans.
 - We have a Leadership Institute, July 21-23, in which we will continue to keep staff abreast of our plans.

- We have a staff training the following week, which will provide an additional opportunity to communicate our policies to staff.
- As policies are finalized, we will both update our website and our staff intranet.
- Prior to the start of the school year, we will put up additional posters in your building that provides other messaging on hand washing, covering coughs and sneezes, employee rights, etc.

4. Building Principal: Jillian Kemp / jkemp@phalenacademies.org / 219-359-1522

5.

a. instructional staff - No adjustments at this time

b. support staff - No adjustments at this time

c. instructional supplies and resources (including a description of the specific supplies and resources) - Additional technology added EOY 19-20 during closure

d. operational supplies (including PPE, disinfectant and disinfectant delivery equipment, and similar expenses purchased directly by the school) - YES (orders/quotes being gathered)

e. food services - No adjustments at this time

f. facilities expenses (including custodial services, meaning any additional staffing or contract cost to perform additional cleaning services, and any costs of building modification) - Quotes / plans for additional services being assessed at this time

g. any other expenses you expect to incur that are not specifically listed above - Nurse staffing will be added for 20-21.

We expect that the health standards we are working to put in place will cost approximately \$75,000-\$100,000

6. We are blessed to have a lot of generous partners. We will pay for the additional costs with a combination of CARES funding and philanthropy.



BACK TO SCHOOL ROADMAP

SUMMER, 2020



The purpose of this document is to outline changes that are being made during the Covid-19 pandemic to ensure the safety of our scholars, families, and staff. This is a fluid document that we'll continue to revise as information becomes available. You'll see the chart below several times. We'll be working regularly with the Lake County Health Department to identify the level of spread for our community. If we were to start school today, we'd be in the Minimal/Medium spread column. However, if circumstances change, we want you to be aware of the daily impact in order to plan and prepare. Please reach out to me if you have any questions, and we'll work through this together.

No/Low Spread	Minimal/Medium Spread	High Spread
All Scholars on Campus	Hybrid Model	Fully Virtual

At-home Screening

We ask that all families screen scholars for the below Covid-19 symptoms before school daily. Your scholar should be symptom free for 72 hours before returning to school.

- A fever of 100.4 degrees or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Allied Arts

Scholars will continue to have Allied Arts daily. Below are the approaches that will be followed during the different stages of spread.

No/Low Spread	Minimal/Medium Spread	High Spread
Allied Arts will operate as normal	Scholars will receive Allied Arts within their classroom Allied Arts teachers will rotate and push into classrooms to deliver instruction	Scholars will be participating in eLearning, so school buildings will not be open Allied Arts will be held virtually

Arrival/Dismissal

No/Low Spread	Minimal/Medium Spread	High Spread
Arrival and Dismissal will be conducted as previously planned.	Students will have temperature checks before boarding buses by Bus Monitor. Drop-off students will have temperature checks before entry into the building by an assigned staff member. Dismissal will be conducted through a driveline.	Scholars will be participating in eLearning so busses will not be running

Classrooms

No/Low Spread	Minimal/Medium Spread	High Spread
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Scholars will be distanced in the classroom as much as possible Masks will be encouraged when social distancing is not possible	Scholars will be distanced in the classroom as much as possible on an A/B schedule alternating weekly “at school” learning with “virtual learning” by week Desks will be separated and facing the same direction Masks will be expected when social distancing is not possible	Scholars will be participating in eLearning, so school buildings will not be open
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Cleaning/Sanitizing

No/Low Spread	Minimal/Medium Spread	High Spread
All classrooms and offices will be cleaned and disinfected nightly	All classrooms and offices will be cleaned and disinfected nightly Highly trafficked areas such as restrooms and the office will be cleaned throughout the school day	Scholars will be participating in eLearning, so school buildings will not be open The maintenance and custodial staff will deep clean the entire building before scholars return

eLearning

Families have the option to continue eLearning as we start the 2020-2021 school year. This option will be available for Minimal/Medium and High Spread situations during the Covid-19 pandemic. Scholars in grades K-8 who select this option will receive a device and use Blackboard for their instruction. This option will include live instruction from their teachers during regular school hours. ELearning will also be utilized if we're forced to shut down due spread of the virus or if mandated by the Lake County Health Department.

Extracurricular Activities

We will continue following guidelines and recommendations from the IDOE.

No/Low Spread	Minimal/Medium Spread	High Spread
Scholars can't participate in clubs and after school activities Masks and social distancing recommended	Scholars will not participate in afterschool clubs or activities to allow for custodial staff to clean rooms each night	Scholars will be participating in eLearning, so school buildings will not be open for clubs and activities

		Virtual enrichment will be offered through eLearning
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Field Trips

As we start the 2020-2021 school year, we will not be participating in off-campus field trips at this time. Teachers will be exploring virtual field trip options and enrichment for scholars.

Food Service

We will continue serving meals regardless of what stage we are in throughout the 2020-2021 school year. Below is a breakdown for how Food Service will perform during the different levels of spread.

No/Low Spread	Minimal/Medium Spread	High Spread
Tables and seating will be spread out as much as possible in the cafeteria for lunch	Breakfast will be delivered to the classroom for all buildings Lunch will be eaten in the classroom Staff will wear masks and gloves during food distribution	Scholars will be participating in eLearning, so school buildings will not be open Grab and go meals will be provided on these days; details will be communicated with families

Interventions

No/Low Spread	Minimal/Medium Spread	High Spread
Scholars will have Reading and Math Interventions available through Edgenuity based on their fall NWEA score	Scholars will have Reading and Math Interventions available through Edgenuity based on their fall NWEA score Small group interventions will take place with social distancing and required masks	Scholars will be participating in eLearning, so school buildings will not be open Scholars will have Reading and Math interventions available through Edgenuity based on their fall NWEA score

Nurse's Office

We will have two separate Nurse's Offices. One will be utilized for scholars or staff exhibiting Covid-19 symptoms, and the other will be used for other medical needs. If scholars are exhibiting any symptoms related to Covid-19, families will be expected to pick them up promptly.

Recess

Scholars will continue to have recess daily. Below is a breakdown that will be followed during the different stages of spread.

No/Low Spread	Minimal/Medium Spread	High Spread
Recess will operate as normal Recess equipment will be cleaned each day	Scholars will have recess outside weather permitting Social distancing encouraged Scholars will stay with their classroom during recess and will not be using the playground equipment; other games will be organized by teachers	Scholars will be participating in eLearning, so school buildings will not be open

Returning to School After Exclusion

Once a scholar or staff member is excluded from the school environment due to COVID-19 symptoms, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Untested

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following four conditions are met:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared.

Tested Positive- Symptomatic

Scholars who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The scholar no longer has a fever (without the use medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared; or
- The scholar has received two negative tests at least 24 hours apart.

Tested Positive- Asymptomatic

Scholars who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days past their test without symptoms and have been preferably released by a healthcare provider. Scholars may also return if they are approved to do so in writing by the student's health care provider.

School Closure

If schools are closed again during the pandemic, we will continue with eLearning while closed. If additional devices are needed at home to accommodate scholars in multiple grades, a pick-up time will be scheduled.

School Visitors

As we start the 2020-2021 school year, we will not be allowing most visitors into school during the school day. This does include visitors for lunch. Individuals who are providing services for scholars such as speech and therapy services will be required to be screened upon entering the building.

Social Distancing/Transitions

No/Low Spread	Minimal/Medium Spread	High Spread
Masks will be encouraged during times when social distancing is not possible	Masks will be required during times when social distancing is not possible	Scholars will be participating in eLearning, so school buildings will not be open

Special Education

No/Low Spread	Minimal/Medium Spread	High Spread
Staff will continue following IEP accommodations, goals, and services	Staff will continue following IEP accommodations, goals, and services	Scholars will be participating in eLearning, so school buildings will not be open Staff will continue following IEP accommodations, goals, and services as noted in the IEP during eLearning

School Supplies

All efforts will be made to not share school supplies. Teachers will also limit the amount of items going to and from school each day.

Social Distancing/Transitions

No/Low Spread	Minimal/Medium Spread	High Spread
Masks will be encouraged during times when social distancing is not possible Classrooms will have scheduled restroom breaks to avoid overcrowding	Masks will be required during times when social distancing is not possible Classrooms will have scheduled restroom breaks to avoid overcrowding	Scholars will be participating in eLearning, so school buildings will not be open

Transportation

We are planning to run bus routes as we start the 2020-2021 school year. Below is a breakdown for bus transportation that will be followed during the different stages of spread. As a reminder, scholars are able to be car riders if that is an option for your family.

No/Low Spread	Minimal/Medium Spread	High Spread
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Assigned seats Busses will be sanitized after morning and afternoon runs Masks will be highly encouraged	Assigned seats with social distancing Buses will be sanitized after morning and afternoon runs Masks will be required	Scholars will be participating in eLearning, so busses will not be running
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Water

Drinking fountains will be off limits as we start the 2020-2021 school year. Scholars are encouraged to bring water from home. Water bottles will be available during breakfast and lunch for scholars.

Hybrid Plan - HIAT Staff Only					
Scholars	Days Monday - Friday	In Person Staffing	In Person Curriculum	Virtual Staffing	Virtual Curriculum
A-K Families (Parent name)	Telelearning :Alternate Weeks 1 week in person 1 week virtual	TOR for each grade level	ELA- Great Minds Math- Eureka	TOR for each grade level	Same
L-Z Families (Parent name)	Telelearning : Alternate Weeks 1 week in person 1 week virtual	TOR for each grade level	ELA- Great Minds Math- Eureka	TOR for each grade level	Same

Scheduling things to consider:

- Siblings-different last names; siblings in same home coming to school together
- Staggered Dismissal Schedule
- Allied Arts: Push in classrooms / Martial Arts in Cafe?
- If staff needed quarantined: Instruction could be delivered virtually to ALL Scholars
 - IA if available could “manage” in person scholars to keep them on the same schedule.
 - IF no IA or SUB: that grade level would stay home and receive instruction virtually

Plan A: 100% In person

Academics

How will you catch them up? Our scholars' academic gap is even larger, how will you continue to close the gap while moving up those that are ready?

Will you adjust your school calendar for 20-21 SY? Will you adjust your hours? If so, how?

ELAR Curriculum

Math Curriculum

SS Curriculum

Sc Curriculum

More technology is now accessible: how will you ensure technology is used to enhance the blended model in the classroom and not just for assessments and staff understand how to incorporate technology into their lessons.

MTSS/RTI process: This process will even be more important, along with more frequently data points

PBIS and Behavior Management

How will you implement Positive Behavior Interventions and Supports? What tool will you use to track behaviors?

How will this roll into the MTSS process?

How will you align the school-wide supports with classroom supports?

How will you communicate with families?

Safety Processes and Procedures:

Arrival

Breakfast

Classroom

Restroom

Special Classes

Lunch

Recess

Dismissal

Hallways

Buses

tions

Transportation

Meal Distribution

Regular deep cleanings to minimize the spread of Covid-19

Plan A: 100% In person

Operat	Playgrounds
	Temperature Checks for both staff and scholars
	PPE- Always 6 months ahead
	Administering COVID19 tests
Before & After School Activities:	
	Will you have them? What activities will you discontinue and continue?
Staff and Scholar Expectations:	
	What about staff that do not want to return? What about families that do not want to return?

Social Distancing:
Washing Hands:
Wearing Masks and Gloves:
Building cleaning process and schedule:
What about staff that do not want to return?
What about families that do not want to return?

Family Engagement Activities:
Sports:
Clubs:

Plan B: Blended Model

Academics	How will you catch them up? Our scholars' academic gap is even larger, how will you continue to close the gap while moving up those that are ready?
	Will you adjust your school calendar for 20-21 SY? Will you adjust your hours? If so, how?
	Blackboard expectations in a blended model
	What materials or supplies will scholars need at home?
	ELAR Curriculum
	Math Curriculum
	SS Curriculum
	Sc Curriculum
	More technology is now accessible: how will you ensure technology is used to enhance the blended model in the classroom and not just for assessments and staff understand how to incorporate technology into their lessons.
	MTSS/RTI process: This process will even be more important, along with more frequently data points
SPED and ENL minutes	
PBIS and Behavior Management	How will you implement Positive Behavior Interventions and Supports? What tool will you use to track behaviors?
	How will this roll into the MTSS process?
	How will you align the school-wide supports with classroom supports?
	How will you communicate with families?
Scheduling:	How many scholars can be in your building on one given day? How many per classroom in order to keep scholars at a 6 feet distance?
	Do you organize by grades or families?
	Blackboard and in-person expectations in schedule
	PLC Meetings and Planning Meetings
	Mondays
	Tuesdays
	Wednesdays
	Thursdays
	Fridays
	Whole group expectations

Plan B: Blended Model	
	Small group expectations/ Tier 2
	Tier 3 Intervention
Goals, Coaching, and Evaluating	How will you lead scholars through goal setting and understanding their data?
	How will you lead teachers through goal setting and understanding their classroom data?
	How will you provide your staff with virtual coaching and support?
	How will you evaluate your staff?
Communication	Back to school nights or socials
	Parent sessions and support
	Parent Teacher Meetings
	Case conferences
	How will you communicate with families at a school level?
	How will you communicate with families at a classroom level?
Operations	Transportation
	Meal Distribution
	Regular deep cleanings to minimize the spread of Covid-19
	Playgrounds
	Temperature Checks for both staff and scholars
	PPE- Always 6 months ahead
	Administering COVID19 tests
	How will the awareness of our scholars' social and emotional well-being? What activities and supports will you have in place to makes sure we are supporting the whole child in this new normal?
	Daily Brain Neuroscience Lessons for Kids: Daily lessons/prompts to discuss brain neuroscience/SEL with scholars
	Security in Routines: Create morning greeting ritual. Schedule bedtime stories on certain days for those who can join.
	Guided Meditation/Deep Breathing
	SEL Check-In Using thumbs up/down or emojis to get a daily touchpoint of how scholars are feeling at the beginning and end of each virtual class

Plan B: Blended Model

SEL	Cosmic Kids Yoga Sessions
	BEDTIME STORY READ ALOUDS BELOW:
	Max and the Tagalong Moon
	Lola Loves Stories
	Hair Love
	African American Heroes
	Jackie Robinson
	Through 6/2020 Cool School * https://www.youtube.com/user/coolsschool?app=desktop Mind Yeti * https://www.mindyeti.com/v2/s/pricing The Social Express * https://socialexpress.com/
	ASCD Resources/PD for SEL Support for Teachers
	Set up routine chats with support groups. Who are our most vulnerable? Mentor group to support those scholars.
Safety Processes and Procedures for those in-person:	Arrival
	Breakfast
	Classroom
	Restroom
	Special Classes
	Lunch
	Recess
	Dismissal
	Hallways
	Buses
Staff and Scholar Expectations:	Social Distancing:
	Washing Hands:
	Wearing Masks and Gloves:
	Building cleaning process and schedule:
	What about staff that do not want to return?
	What about families that do not want to return?

Plan B: Blended Model	
Before & After School Activities:	Will you have them? What activities will you discontinue and continue?
	Virtual Family Engagement Activities:
	Online Sports (i.e. Fantasy Football)
	Online Clubs:
Community Spirit Activities	Spirit Week: Hat Day, School Colors/Spirit Wear, Favorite Sports Team, Favorite Sports Team,
	Pajama Party! Create a background with a slumber party theme and host in your PJs!
	Pizza Party Create a Pizza Parlor background and host a virtual Pizza Party!
	Create a Collective Class Poem Give a starter and everyone contributes a line or word.
	Virtual Pep Rally Create Chant or Sing School Song as a part of daily ritual
	Bring Your Pet to Class! Host a virtual show and tell and have a 1 scholar introduce their pet that day!
	Virtual Art Show Plan a day in advance where every scholar brings a piece of original picture, sculpture, painting they've created. Host an art tour!
	College Tour Highlight a college of the week! Share pictures, discuss majors/career paths, etc. OR have scholars each research a college and share weekly!
	3D Scavenger Hunt
	https://www.goosechase.com/
	Virtual Science Fair
	Elementary Math Competition - May 7th. Check it out!
	Scholar/Kickboard Incentive: Choose teacher's THEME WEAR for the next day!
	Scholar/Kickboard Incentive: Create AVATAR for teacher to use as profile pic!
	Scholar/Kickboard Incentive: 30 Minute Virtual "HANGOUT" with a friend of choice and teacher!
	Scholar/Kickboard Incentive: Pick TikTok for Teacher Challenge!
	Scholar/Kickboard Incentive: Scholar gets to pick an "opening and closing song" for each class to enter and close to!
	SCHOLAR OF THE WEEK: Choose a scholar to CELEBRATE each week. Get quotes from principals, special areas, other grade level teachers that highlight this scholar. Share SCHOLAR SHOUT OUTS on a slide during your class. "Zari is a leader in his grade" - Principal "Zari has the best laugh and enjoys life!" - Gym Teacher "Zari always helps out his classmates!" - Art Teacher

Plan B: Blended Model

	Virtual Award Ceremonies
	Virtual Talent Show
	Educational NETFLIX Night with Scholars - Plan to watch watch party with scholars
	More Virtual Field Trips! Go explore a museum together on Blackboard!
Collaboration (Cross Network Supports)	E-Learning Pals - Connect with another class across the network for a story time or lesson!
	Add ideas for your e-learning social/spirit activities on the PLAU discussion board!
	PLA Challenge! Challenge another PLA classroom across the network to a friendly competition! *Reading Log Minute Challenge *# of Books Read/Week Challenge *Math Fact Fluency Logs - Who logged more minutes this week? *E-Pen Pals
	Host a Spirit Event from column #2 with a class from across the network!
	Host a Classroom Coffee Klatch Create coffee shop backdrop and invite other grade level teachers for an idea share/coffee & chat
	Share a FLIP GRIP link with another classroom in the network. Share reader responses to the same story. Hear thoughts from scholars across the country on the book you're reading!
	Career Guest Speakers! Reach out to your firefighter, police, doctor, lawyer, business owner connections and host a Career Exploration Week!

Plan C: 100% Virtual Learning

Academics	How will you catch them up? Our scholars' academic gap is even larger, how will you continue to close the gap while moving up those that are ready?
	Will you adjust your school calendar for 20-21 SY? Will you adjust your hours? If so, how?
	Blackboard expectations
	What materials and supplies will scholars need for home?
	ELAR Curriculum
	Math Curriculum
	SS Curriculum
	Sc Curriculum
	Assessments (NWEA, unit assessments, formative assessments, and summative assessments)
	More technology is now accessible: how will you ensure technology is used to enhance the blended model in the classroom and not just for assessments and staff understand how to incorporate technology into their lessons.
	MTSS/RTI process: This process will even be more important, along with more frequent data points
SPED and ENL minutes	
PBIS and Behavior Management	How will you implement Positive Behavior Interventions and Supports? What tool will you use to track behaviors?
	How will this roll into the MTSS process?
	How will you align the school-wide supports with classroom supports?
	How will you communicate with families?
Scheduling:	PLC Meetings and Planning Meetings
	Mondays
	Tuesdays
	Wednesdays
	Thursdays
	Fridays
	Whole group expectations
	Small group expectations/ Tier 2
	Tier 3 Intervention

Plan C: 100% Virtual Learning

Goals, Coaching, and Evaluating	How will you lead scholars through goal setting and understanding their data?
	How will you lead teachers through goal setting and understanding their classroom data?
	How will you provide your staff with virtual coaching and support?
	How will you evaluate your staff?
Communication	Back to school nights or socials
	Parent sessions and support
	Parent Teacher Meetings
	Case conferences
	How will you communicate with families at a school level?
	How will you communicate with families at a classroom level?
Operations	Meal Distribution
	PPE- Always 6 months ahead
	Technology and Helpdesk
SEL	How will the awareness of our scholars' social and emotional well-being? What activities and supports will you have in place to makes sure we are supporting the whole child in this new normal?
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	ASCD Resources/PD for SEL Support for Teachers
	Set up routine chats with support groups. Who are our most vulnerable? Mentor group to support those scholars.
Safety Processes and Procedures for those in-person:	Supply Pick-Up days
	Technology Repair
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