

Hybrid Learning Plan for Discovery Public School of Faribault

Discovery Public School will implement Scenario 2: Hybrid Learning when it is safe to do so according to guidance from the Minnesota Department of Education and the Minnesota Department of Health, based on the weekly case numbers in Rice County. The goal of Discovery Public School's Hybrid Learning Plan is to reduce the number of students in the building to 50% capacity or less, while still providing a complete education through online learning for students when they are not present in the building. Students will be randomly separated into two groups, each containing roughly half of the students in each grade level. Preference will be given to families with multiple children to make sure they are placed in the same group so all attend in person on the same days of the week. Group A will attend in person on Monday and Tuesday, and participate in distance learning the remainder of the week. Group B will attend in person on Wednesday and Thursday, and participate in distance learning on Monday, Tuesday, and Friday. Staff will have office hours on Fridays by appointment so that students can get individual help with classwork if needed.

By reducing numbers, we expect to have approximately 10-12 students in each of our large classrooms. Students will maintain six feet of distance from each other and staff at all times throughout the day. Passing times will be coordinated to minimize the number of students in the common areas at one time. Releasing students at the end of the day will be coordinated in a similar manner.

The distance portion of our Hybrid Learning Plan will function primarily through Google Classroom. DPS will also implement a new online curriculum through Edgenuity, which will allow for better tracking of student learning through formative and summative assessments within a system that is standards-based and customizable by individual teachers.

The COVID-19 Program Coordinator is our director Dan Weisser. He can be reached at dweisser@isd4081.org or 507-331-5423. The secondary Program Coordinator is Sharon Hansen (shansen@isd4081.org).

For students opting to learn from home, the same rules as for distance learning apply. Teachers and support staff will communicate and connect with each student daily. They will be able to address specific student needs. Students will be encouraged to join their in-person classes remotely via Google Meet to foster peer-to-peer interactions. For students choosing not to use online distance learning, materials will be provided for pick up by appointment. Students will be encouraged to meet with teachers for direct instruction either in person during office hours or online via video conferencing.

When DPS needs to change between learning models due to an increase or decrease in the number of COVID-19 cases in Rice County, there will be a “pivot” day(s) for staff and students to adjust. Students will remain at home and Distance Learning will be provided. The school will then make appropriate changes to the building for In-person Learning (seating, spacing, etc.) or prepare online lessons for Distance Learning. Teachers will adjust their lesson plans accordingly. Plans will be communicated to families as early as possible.

Operation Specifics

Social Distancing and Minimizing Exposure

During the in-person days of our hybrid learning plan, students will maintain six feet of distance at all times. Classrooms will be set up to maintain this distance. Floor markings will be placed outside the classroom and around teachers desks to remind students to keep their distance. Students will only be allowed to use the restroom one at a time. Markings will be placed in the lunch line to keep students distanced while waiting in line to get their lunch. Markings will be placed on the cafeteria benches to remind students where to sit.

To limit the building to 50% capacity or less, students will be grouped into A and B groups. Group A (approximately half of our students) will attend in person on Monday and Tuesday, and participate in distance learning the rest of the week. Group B will attend in person on Wednesday and Thursday, and participate in distance learning on Monday, Tuesday, and Friday. Staff will have office hours on Friday by appointment so that students can get individual help with classwork if needed.

At the beginning of the day, students will be instructed to go straight to their first hour class, or the cafeteria if they would like to eat breakfast. Staff will monitor the front doors to direct students to their location. Teachers will monitor students in their classrooms. At the end of the school day, students will be released one by one. Non-teaching staff will be located near the door to control traffic flow to maintain social distancing. Parents who are picking up students are asked to stay in their vehicles to wait for students to come out.

DPS does not currently share our building with outside organizations. We will restrict non-essential visitors by screening them at the front door via intercom.

Students will distance themselves from each other by at least six feet while waiting in line for lunch. Floor markings will help them determine the proper distance. Students will be served their lunch by staff members. Condiments and utensils will no longer be self-serve. Staff will distribute these items as well.

On days that students are not in the building, DPS will coordinate with Faribault Public Schools for meal delivery.

School-age child care programs are not necessary for DPS as all of our students are in grades 6-12. If a student under age 12 is enrolled and their parent is a critical worker we will work with them to coordinate childcare.

Cloth Face Coverings

Students, staff, and visitors will be required to wear a mask. Students and staff refusing to wear one may be subject to disciplinary action. The school will have a supply of disposable masks for anyone who does not have one.

Staff will lead by example and conduct specific lessons at the beginning of the year regarding proper mask wearing and to address some misconceptions within the classroom and community regarding masks. The school will have disposable masks available for students who forget a mask.

Protecting Vulnerable Populations

Parents were given the option to choose distance learning during periods where in person or hybrid learning will be used. This option will be available for any students who wish to change their learning plan during the year.

All IEPs are being reviewed by our special education director and teachers to identify students with special health care needs and update their plans to accommodate these needs. Each plan will detail accommodations for each of the three scenarios.

Hygiene Practices

DPS has on hand cleaning supplies and disinfectant that meets the EPA requirements for effectiveness against the COVID-19 virus. We will provide hand sanitizer at the front door and in each classroom, as well as the front office and the cafeteria. Disinfectant wipes or spray will be provided to each staff member for cleaning high-contact surfaces in the classroom between student cohorts. Common areas will be cleaned and sanitized frequently throughout the day by staff.

Staff and students will be encouraged to wash their hands frequently or use hand sanitizer when necessary. Soap and water will be available in all bathrooms. Students will be instructed on the importance of hygiene in the first week of school with follow up lessons throughout the year.

Cleaning and Materials Handling

Teachers will wipe down desks and other high-touch surfaces in the classroom between each class period. Other staff will wipe down high-touch surfaces in group spaces throughout the building (i.e.: stair railings, bathrooms, door knobs/handles)

Students will carry their own supplies in a personal backpack throughout the day. Teachers will have extra supplies like pencils to support students who do not have their own. Students will not be expected to return them.

Chromebooks will be checked out at the beginning of the day so each student will use the same device all day. All Chromebook surfaces will be disinfected at the end of each day.

Monitoring and Excluding for Illness

Parents will be instructed to check their students for symptoms each morning, and keep children home if they are displaying symptoms. DPS will communicate these expectations to families before

the start of the school year, with frequent reminders throughout the year. Parents will receive written communication as well as email and text messages.

Staff should monitor students for symptoms throughout the day, send any student displaying symptoms to the office to have their temperature checked. We will have a separate, quarantine space where students displaying symptoms will stay until someone arrives to transport them.

Staff will complete a self monitoring checklist prior to reporting to work. They will be instructed to stay home if they are showing symptoms and/or have a fever of 100.4° F.

Employees on sick leave will teach their classes remotely, if possible, with supervision on site provided by licensed staff members or substitute teachers. If too many staff members become ill, DPS will transition to distance learning until staffing returns to acceptable levels.

Handling of Suspected or Confirmed Positive Cases of COVID-19

If a suspected or confirmed case of COVID-19 is discovered, Dan Weisser will coordinate with local and state response teams to manage the situation. This information will be communicated to families and staff before the start of school.

Signs will be placed at the front entrance and near the office door requesting that anyone displaying symptoms should not enter the building.

Transportation

DPS receives transportation services through the local district and Faribault Transportation. Faribault Public Schools will monitor transportation protocols to maintain hygiene and distancing rules.

Student and Family Support

DPS will communicate frequently with students and families to determine specific needs. We will host an open house before the start of the school year to allow students and families to see what learning will look like this year. During the first week of school, students will be trained on the expectations of each learning scenario. Information on how to apply for mental health services through Fernbrook Family Services will also be provided to all families. Students experiencing homelessness will be provided school supplies and allowed the opportunity to use space in our building and our Chromebooks to complete online learning.

English Language Learners

DPS does not currently serve any English Language Learners. We would address these needs in addition to the structural changes we would make if we gained an EL student during the course of the 2020-21 school year.

Students Receiving Special Education Services

DPS will continue to support each student's IEP plan during distance learning. DPS has contracted a Special Education Director and has two Special Education teachers. All student IEP requirements

will be met that can be met in this mode of learning or the next best approach will be used. Teachers will provide direct minutes on the days students are in the building, or via phone or video chat if necessary. IEP meetings will be held remotely by Google Hangouts for families with vulnerable members.

Academic Considerations

To address learning loss from last year, our hybrid learning program will include a new learning platform that provides assessments to target specific learning loss for each individual student. We will also administer NWEA MAP growth assessments early in the school year, and use the data to address student learning needs. We will also adopt a new learning platform that provides assessments to target specific learning loss for each individual student. We will use this learning platform to offer additional reading and math learning during a required eReading or eMath course once a week, during our Flex period. Our online curriculum will also provide enhanced learning in the classroom to help students recover lost learning from last year and the anticipated disruptions of this year.

During the Distance Learning days, the expectation is that teachers and students communicate daily to support student engagement. This communication may be a check-in question on Google Classroom, a conversation via phone, email, or text message, turning in classwork, or a video meeting with the teacher. Attendance will be recorded in our student records software based on these interactions.

To reduce chronic truancy and re-engage students we will reach out to families promptly when attendance becomes sporadic. We will have office hours to assist students in person who are struggling with distance learning. Our new online curriculum will also be more engaging to students compared to the lessons from last year's distance learning period.

DPS will continue to communicate with families regarding any connectivity concerns. If students are not able to complete work online the school will provide alternative materials to ensure all students receive instruction and materials. Students are able to communicate during the day with their teachers via email, phone, or text. Should there be any problems connecting with students, teachers and/or support staff will reach out to students in alternative ways and contact parents.

NWEA MAP Growth Assessments will be administered as soon as possible while we are able to use in person or hybrid learning. Data from these assessments will be used to determine learning needs for individual students and provide specific instruction to mitigate learning loss in each core subject area.

Grading at DPS has always been on the principle of "do no harm." We will continue to assess students in a flexible way depending on their individual needs. We do not reduce grades for late work as long as students eventually demonstrate learning, within the limits of the grading period.

DPS will communicate with students and families to determine their specific needs. Students experiencing homelessness will be allowed the opportunity to use space in our building and our

Chromebooks to complete online learning. Meals will be provided every day by working with Faribault Public Schools, including on distance learning days.

Professional Learning

Staff will be trained on our new learning platform, Edgenuity, before the school year starts, with supplemental training throughout the year. Staff will also be trained on COVID-19 concerns and how to maintain social distancing. We will also schedule professional development throughout the year dealing with hybrid or online learning and mental health.

School Board Approved: August 20, 2020