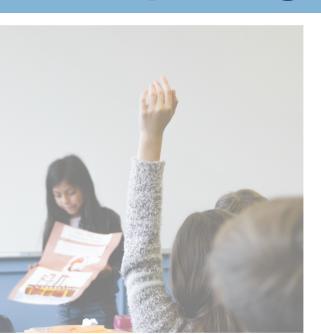






# **Re-Opening Playbook**

Last Updated 12.7.20







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### **Message from the Executive Director**

Dear Parents,

The past nine months have been fraught for our community (and the global community), and as we prepare to re-open campus for the first time since the pandemic hit, I want to first thank you:

Thank you for your patience, understanding, and agility as we have adapted GLOBE's educational experience to meet the moment. Thank you for your continual efforts to support students and staff through the challenges of virtual instruction. And thank you for your steadfast commitment to your children's social, emotional, and physical health throughout this difficult time.

As we prepare to re-open GLOBE for on-campus learning, the wellbeing of your children remains, as always, our top priority.

To that end, please review this playbook in detail. Developed by a team of experts in education and epidemiology alike, it outlines the policies and procedures we are implementing to keep the GLOBE community safe, and it details the protocols we'll follow for any exposures to or incidences of COVID-19. I hope you'll find that it provides clarity, peace of mind, and the information you need to make decisions for your own family.

Sincerely,

Christi Elliot-Earby
Executive Director, The GLOBE Academy



# **Charting the Path Forward**

### **Work to Date**

In May 2020, GLOBE began the important work of developing a plan for an eventual safe return to campus.

Over the past six months, staff and parents have been surveyed. The Board of Directors has discussed the issue and its implications. The administration has prepared for operational, facility, and academic needs of reopening. And a committee comprising experts in epidemiology and education alike has gathered on a weekly basis (virtually, of course) to develop a path forward.

That path forward, outlined in this re-opening playbook, is designed to optimize our students' learning while keeping our community safe.

#### **RE-OPENING COMMITTEE**

#### **Board of Directors**

- Christi Elliott-Earby, GLOBE Executive Director
- Katie Monroe, Strategic Planning Committee Chair
- Anita Patel, CDC Senior Adviser for Pandemic Planning and Response
- Drew Reynolds, Academic Committee Chair

#### Staff

- Cutia Blunt, HOS-LC
- Jana Burrow, Teacher
- Christina Catinella, AHOS-LC
- Denise Clayton-Purvis, CFO
- Pascale Datta, Teacher
- Marsha Huitt, HOS-UC
- Judy Limor, AHOS-UC
- Katrice L. Mines. Communications
- Lindsay Reese, LC Nurse
- Cherrie Robinson, UC Nurse
- Kristin Rodgers, Teacher
- Jerry Ross, Facilities
- Tramaine Quarterman, Teacher
- Maggie Sherwood, Teacher
- Megan Tolbert, Teacher

#### **Parents**

- Ivonne Castañeda, team lead for opening another school in August
- Lauren Christiansen-Lindquist, Assistant Professor & Director of MPH & MSPH Programs in Epidemiology; Emory University Academic Operations Planning Team
- Laura Gieraltowski, epidemiologist on CDC's team developing school guidance
- Nicole Peoples, physician who specializes in creating safety measures in a clinical setting

## **Approach**

As GLOBE has navigated the coronavirus pandemic, the health and wellbeing of our community — students and their families, teachers and staff — has been our chief priority.

Accordingly, we have shaped our re-opening plans in consideration of the key factors below:

- > Public health guidance from the <u>U.S. Centers for Disease Control</u> and <u>Prevention</u> and the <u>Georgia Department of Public Health</u>
- COVID-19 trends in DeKalb County
- Results from staff and parent surveys
- Best practices and common practices from other educational institutions
- Impact on GLOBE's educational experience, including the specific impact on our Dual Language Immersion model
- Availability of resources to execute operational changes

The pandemic is rapidly evolving, and our understanding about transmission and prevention efforts has changed over time. GLOBE will continue to monitor conditions closely and provide updates to this playbook as needed.

### **Thresholds**

In order to proceed with re-opening, we must meet the thresholds indicated for all of the community spread indicators below. GLOBE has chosen to consider these indicators as a set because, together, they provide a more complete picture of local pandemic conditions than would any single indicator on its own.

INDICATORS OF COMMUNITY SPREAD	RE-OPENING THRESHOLD	RATIONALE
New cases/100,000 over the last 14 days	<175/100,000	Although this indicator suggests the highest risk of transmission, we believe that, with the mitigation strategies we have developed, we can limit transmission within our community.
Percent of RT-PCR tests that are positive during the last 14 days	<9%	Although this indicator suggests a moderate risk of transmission, we believe that, with the mitigation strategies we have developed, we can limit transmission within our community.
Percent increase in cases over 7 days	<8%	Although this indicator suggests the highest risk of transmission, we believe that, with the mitigation strategies we have developed, we can limit transmission within our community.
Percent of hospital inpatient beds and/or ICU beds in use	<89%	This indicator is a marker of both disease severity and the pandemic's impact on the community at large. If local hospital beds reach 90% capacity, GLOBE will not reopen, to limit our potential impact on community spread.
Existence of localized COVID-19 outbreak	No localized outbreak	If there is a localized outbreak in an area of DeKalb County (e.g., across a specific city or zip code), school will not open. We will rely on the CDC and Georgia Department of Health to identify such outbreaks.

These indicators and thresholds are based on <u>recommendations</u> from the CDC.

### **K–5 Learning Options**

When threshold numbers have been reached, GLOBE will re-open, with two learning options for K–5 students: hybrid and all-virtual.

#### **HYBRID**

In the hybrid model, students will be assigned to one of two groups: The first will learn in the school building Monday and Tuesday, then learn virtually Wednesday through Friday; the second will learn virtually Monday through Wednesday and learn in the school building Thursday and Friday.

This arrangement will allow for the implementation of thorough disinfecting plans on Wednesdays and weekends.

#### **ALL-VIRTUAL**

Families that do not wish to return to campus may continue all-virtual instruction through the end of the academic year.

Like in the hybrid model, virtual learners will be assigned to groups. On the days their peers are attending school in the building, virtual learners will participate in the classroom experience virtually; on the other three days, all students will have an asynchronous virtual learning experience.

#### **FACTORS TO CONSIDER**

GLOBE respects the right of parents to make the right educational decisions for their children.

As you think through your options, you may wish to weigh underlying health conditions in your own family; specific social, emotional, or academic needs of your children; and logistical considerations, among other things.

The CDC has developed a comprehensive checklist to help you think through all the relevant factors

#### **RESOURCE LINK**

CDC back-to-school decision-making checklist

#### **ACTION ITEM FOR PARENTS**

You will receive a survey two weeks prior to re-opening. Please respond promptly, indicating your selection of a hybrid or all-virtual learning model. If you do not respond to the survey, you will be automatically enrolled in the all-virtual option.

If you choose the hybrid model and later wish to switch to all-virtual, you may do so. If you choose all-virtual, you will not be able to change until the end of the first nine weeks of the semester, due to reduced classroom capacities.

## Middle School Learning Options

Because middle schoolers rotate classrooms throughout the day, it is not possible for them to maintain appropriate physical distancing and fit into neat cohorts.

Accordingly, in the first phase of GLOBE's re-opening, all middle school students will learn virtually.

We will continue to assess the pandemic conditions to determine if or when a move to hybrid learning is feasible.

#### IN-PERSON VIRTUAL LEARNING CARE

You will soon receive a survey to gauge your interest in participating in in-person virtual learning care for middle schoolers, once campus reopens for K–5 students.

Such a program would take place at the Upper Campus from 8 a.m. – 3:15 p.m., with a maximum of 12 students per grade level. Preference will be given to students who receive free and reduced lunch and to the children of essential workers.

GLOBE's in-person virtual learning care will provide students a comfortable and safe environment to accomplish their virtual learning, grow, and play in a safe space. Aftercare workers are not teachers and will not be teaching educational lessons.

#### Fees

- Non-Refundable Registration Fee: \$50 for 1st child, \$75 for family
- In-Person Virtual Learning Assistance: \$160/Weekly
- Sibling discount: 20%
- Fees are available on a sliding scale.
- Please note that two weeks' notice must be provided to withdraw from this program, and drop-in care will not be available.

# **Standard Operating Procedures**

## **Minimizing Exposure**

The standard operating procedures that follow will be strictly enforced. While we cannot create a zero-risk environment, these procedures are rooted in science and have been thoughtfully developed to protect the health and safety of GLOBE students, staff, and the community at large.

#### PHYSICAL DISTANCING

- Class sizes will be reduced to enable proper social distancing. Lower Campus classrooms will be capped at 12 students; the Upper Campus will have 8–10 students per classroom.
- Classroom seats will be 4–6 feet apart, with all desks facing the same direction.
- Floor and wall markings throughout the school buildings will help promote physical distancing. These markings will remind students and staff to stay at least six feet apart when they are in lines, in bathrooms, or congregating for any reason.
- Hallways and doors will be designated for one-way traffic, reducing face-to-face contact.
- Playground times will be staggered to ensure students can play, without increasing their exposure.
- In areas where it is challenging for people to remain at least six feet apart, such as at reception desks, physical barriers such as plexiglass partitions will be installed.
- SLOBE will reinforce the importance of physical distancing through age-appropriate visual and verbal reminders.

To minimize exposure upon re-opening, staff and student groups will operate in groups and cohorts. Read more in the Learning Models section of this playbook.

Additionally, non-essential visitors, including parents and volunteers, will not be permitted to enter the school building until further notice. Communications that would typically take place in the front office may be addressed virtually, to <a href="Keyana McGlathery">Keyana McGlathery</a> at the Lower Campus or <a href="Pat Ferguson">Pat Ferguson</a> at the Upper Campus.

## **Minimizing Exposure**

#### **FACE MASKS**

- All students and staff must wear proper face masks on campus. They should also have a spare face mask with them. GLOBE Trot buffs cannot be used as masks
- Students who are not wearing their mask correctly will be gently corrected and coached on the importance of this behavior.
- If students willfully decline to wear their masks correctly, they will be sent home to engage in virtual learning for a period of time. Additionally, their parents will need to participate in a conference with the head of school.

#### HAND WASHING

We will reinforce the importance of hand-washing, promoting the use of soap and water for at least 20 seconds. We will also show students how to effectively use hand sanitizer. Supplies will be readily available, and frequent sanitation breaks will be built into the day.

#### **REDUCING USE OF SHARED OBJECTS**

- Each student will receive a gallon-sized bag to bring to school each day. This bag should be marked with their name and filled with daily supplies. Homeroom teachers will provide a list of the necessary supplies prior to re-entry. Students who need supplies may confidentially request them by emailing Christi Elliott-Earby.
- Each student will use their own technology devices, whether those are brought from home or school-issued.



# Mask-Wearing 101 Follow Ollie's Lead

Masks must completely cover the mouth and nose. They should fit close to the face, without any large gaps, and they should not have vents. Masks must be worn from the time you arrive on campus until you leave — including outside — except while actively eating or drinking in designated areas.

When removing masks, touch only the ear loops or ties; wash or sanitize your hands immediately afterwards. Disposable masks should be discarded and replaced daily. Reusable masks should be washed between every use.

## **Healthy at Home**



Mitigating risk cannot be accomplished in the school buildings alone. Please remember that what we do off-campus is critical to keeping our community healthy (and our school open!), too.

- Promote and practice physical distancing. Please limit gatherings with those outside your household. When this is not possible, help your children get accustomed to staying at least six feet away from other people.
- Please enforce good hygiene habits. Remind your children to wash their hands with soap and water for at least 20 seconds before and after eating, after blowing their nose or sneezing, after touching shared objects, and anytime they use the restroom. They should also be show how to use hand sanitizer effectively.
- Sneeze and cough into an elbow. Even when wearing a face mask, healthy habits like these will help minimize the spread of disease.
- If you might be unwell, stay home. Erring on the side of isolation is critical to stopping the spread of COVID-19.

### **Facilities Management**

To minimize viral spread, the sanitation and facilities protocols below will be followed.

### CLASSROOMS AND SHARED SPACES

- Students will be directed to wipe their desks before and after eating.
- Frequently touched surfaces like desks, door handles, and light switches will be disinfected between groups.
- Connections classrooms, the front office, and the library will be closed to students.

#### **RESTROOMS**

All restrooms will be cleaned every two hours.

#### HALLWAYS AND ELEVATORS

- Students should only be in hallways at the beginning and end of the school day and when going to the restroom.
- Elevators should only be used by those who have a mobility need. Elevators will have wall-mounted sanitizing wipes, plus hand sanitizer stations outside each door.
- The back stairwell at the Lower Campus will remain closed.
- Hallways and elevators will be cleaned every two hours.

#### **SANITATION SUPPLIES**

GLOBE has increased its supply of cleaners and disinfectants and implemented protocols to ensure they are stored securely out of students' reach. Supplies that will be continually restocked include hand soap, to be in all bathrooms and all classrooms; hand sanitizer (>60% alcohol content), with two touchless dispensers per hallway, as well as individual units in each classroom; and cleaning and disinfecting supplies, such as Lysol, disinfecting wipes, and paper towels.

#### **AIR FILTRATION**

- Routine maintenance is being conducted on the HVAC system, and the schedule for cleaning coils has changed from annually to bimonthly.
- Fan speed testing is underway to optimize the speed of air flow.
- We have upgraded to ASHRAErecommended MERV 13 air filters.
- Windows will remain closed at all times to maximize the effectiveness of the HVAC system. Exterior doors will not be propped open.
- Classroom doors will remain closed to mitigate the risk of cross-contamination.
- No personal fans will be permitted.

#### **WATER**

Water fountains will be set so they may be used only for bottle-filling, not for drinking. Each student should bring a water bottle. To confidentially request one, email <u>Christi Elliott-Earby</u>.

## **Arrivals and Departures**

#### STAGGERED SCHEDULE

At drop-off and pick-up, just 4–5 students will enter or exit the building at a time. Please do not pull away from drop-off until your children have passed the health screening.

On the Lower Campus, drop-off will take place in front of the school. If you have a kindergartener in your carpool, pick-up will take place in front of the school; pick-up for all other students will be at the flagpole.

On the Upper Campus, drop-off and pick-up will operate as usual. Please line up in the parking lot; students will enter and exit 4–5 at a time, via the gym doors.

Staff members will monitor arrivals and dismissals to ensure that students go straight from their vehicles to their classrooms and vice versa, without stopping to congregate.



### EXTRA-CURRICULARS AND EXTENDED CARE

While we recognize the vital role they play in the lives of our students and parents, all athletics and extra-curriculars are suspended until further notice. We look forward to restoring these programs as soon as it is safe to do so.

Details on Extended Care are forthcoming and will be posted on the <u>ECP section</u> of GLOBE's website as soon as possible.



### **Food Services**

#### **FOOD SERVICES**

The cafeteria will be closed when GLOBE re-opens; instead, students will eat in their classrooms or outside with their classmates.

Students may bring their own lunches, or they may buy lunch from GLOBE's lunch vendor. Purchased lunches will be delivered to students in their classroom; the lunches will be individually wrapped and and served with disposable cutlery.

#### FREE AND REDUCED LUNCH

Students who receive free and reduced lunch will continue to do so when GLOBE re-opens.

On days when students are learning on campus, their lunches will be delivered to them in the classrooms. On the second day of in-person learning each week, they will additionally receive meals to bring home for the days they are learning virtually.

Students who enroll in the all-virtual option will be notified of when to pick up their lunches.

To secure free or reduced lunch for your children, complete the survey that comes to you via email before the re-opening. If you have any questions, please email <u>Briana Caddell</u>.



# **Health and Safety Protocols**

## **Daily Health Screenings**

All students and staff must pass health screening before they enter the school building. For students, the health screening will operate as follows:

- The student's temperature will be checked using a touchless thermometer. If the reading is 100.4°F or above, they will not be allowed to enter. The child may return to school 24 hours after the symptoms have subsided, without the use of fever-reducing medicine.
- Parents will be asked whether the child has had a possible exposure to COVID-19 since they were last at school. They will also be asked if the child has exhibited any symptoms of COVID-19 since they were last at school. If the answer to either question is "yes," the student cannot attend school that day and can participate virtually. The school nurse will follow up for more information.
- Before exiting the vehicle, students must be wearing a proper face mask. If they do not have one, a mask will be provided.



#### SYMPTOM CHECK

If your children are exhibiting any of the symptoms below, please keep them at home and notify the appropriate school nurse, <u>Lindsay Reese</u> (Lower Campus) or <u>Cherrie Robinson</u> (Upper Campus), immediately:

- > Fever or chills
- > Cough
- Shortness of breath or difficulty breathing
- > Fatigue
- > Muscle or body aches
- > Headache
- Loss of taste or smell
- Sore throat
- > Congestion or runny nose
- Nausea or vomiting
- > Diarrhea

If your child is out sick for any reason, please notify the school nurse and your child's teacher.

### Protocols for COVID-19 Exposures and Incidences

#### SYMPTOMATIC AT SCHOOL

Staff and students should self-monitor for symptoms such as fever, cough, or shortness of breath throughout the day. If students develop symptoms, they must notify a staff member immediately. In that case, these procedures will be followed:

- Isolate student: The teacher will call the school nurse. If possible, the nurse will get the student and bring them to the isolation room; otherwise, another adult will escort them.
- Contact parent: The school nurse will contact the student's parent or guardian to come retrieve them; the student will remain in the isolation room until they are picked up.
- Monitor student: During isolation, the symptomatic student will keep a mask on and remain under visual supervision by a GLOBE staff member, who will be wearing personal protective equipment. If emergency warning signs present trouble breathing, persistent pain/pressure in the chest, bluish lips/face, new confusion, or lethargy — GLOBE will call 911 for immediate medical care.
- Share home isolation criteria: The nurse will advise parents that, in accordance with recommendations from the Georgia Department of Public Health, the student may not return to school until they have quarantined for 14 days and symptoms have subsided.
- Clean isolation space: The isolation space will be cleaned and disinfected before further use

#### DISINFECTING EXPOSED SPACES

Areas that have been used by a person who tests positive for COVID-19 will be closed off from use for 24 hours; it must then be cleaned and disinfected before it may be used again. As a result, it may become necessary to close classrooms or even the entire school, as affected individuals isolate themselves and the impacted areas are cleaned. School closure decisions will be made in consultation with the Georgia Department of Public Health.

## **Contact Tracing and Disinfecting**

#### **CONTACT TRACING**

In the instance of any known cases of COVID-19, contact tracing will be conducted in the manner below. GLOBE's school nurses will serve as the principal point of contact for this contact tracing.

- An exposure assessment will identify close contacts. Anyone who has been within 6 feet of the case for greater than 15 minutes in the school setting should be quarantined for 14 days.
- Since physical distancing may not be feasible for young children in the classroom, there may be circumstances when all students, teachers and staff in a classroom with a known case may be considered close contacts and require quarantine.
- If there is uncertainty about length of exposure or proximity to the case, then the individual should be considered a close contact
- All close contacts must be excluded from school until 14 days after their last contact with the case. If close contact becomes ill and is diagnosed with COVID-19, they must follow the procedures on the next page.

### **Persons with Known COVID-19 Exposure**

Persons with known exposure to COVID-19 must follow these procedures before returning to school:

- Alert the school. Notify the school IMMEDIATELY if your child develops COVID-19 symptoms or has been exposed to COVID-19. Depending on when the person developed symptoms and when they were last in school, additional contact tracing may need to be done by the school.
- Quarantine. The exposed person should quarantine at home for 14 days, except in case of emergency or to be tested for COVID-19. They should not attend school, extracurricular activities, or public activities during this time.
- Check for symptoms. Twice a day, check the person's temperature and assess them for the following COVID-19 symptoms:
  - Fever or chills
  - Headache
  - Sore throat
  - Cough
  - New loss of taste or smell
  - Fatique
  - · Shortness of breath or difficulty breathing
  - Congestion or runny nose
  - Muscle or body aches
  - Nausea or vomiting
- Get tested. The U.S. Centers for Disease Control and Prevention recommends the person get tested for COVID-19 at least once during their quarantine period. If the person has no symptoms, the test should take place on the 10th day of quarantine. If they develop symptoms, they should be tested earlier. Please note that even if your child's test results are negative, they must remain in quarantine for the entire 14 days.

Our response to COVID-19 is subject to change, based on our evolving knowledge of the pandemic. Indeed, what qualifies as a COVID-19 exposure has changed over time, as has the guidance for handling exposures. We are closely monitoring these developments, and as new information becomes available, we will update our procedures accordingly.

#### **COMMUNICATIONS PLAN**

When a student or staff member reports a known COVID-19 exposure, all members of their cohort, as well as anyone else known to have interacted with that cohort, will be notified by email promptly. School will remain open, but parents are asked to be extravigilant in monitoring for symptoms.

### Suspected or Confirmed COVID-19 Cases

Persons who have suspected or confirmed cases of COVID-19 — regardless of whether they are symptomatic — must follow the same protocols outlined on the preceding page.

The affected individual's entire cohort will be quarantined for two weeks, during which all learning will take place virtually.

If, after this period, the affected individual is well and fever-free, without the use of fever-reducing medication, they may return to school. If, however, they continue to have any symptoms, they must remain quarantined.

Note that siblings or children of a person with a suspected or confirmed case must stay at home as well.

#### **COMMUNICATIONS PLAN**

When a student or staff member experiences a suspected or confirmed case of COVID-19, the entire campus community will be notified via email promptly. If an outbreak affects more than one cohort, GLOBE's reopening committee, in coordination with the Georgia Department of Public Health, will assess the necessity of any closures.



#### **COVID-19 THROUGH THE LENS OF CREST**

It is The GLOBE Academy's expectation that all families live by CREST, the school's core values of community, respect, empathy, sustainability, and trust.

In accordance with these values, informing GLOBE about any symptoms, exposures, and incidences of COVID-19 is not only mandatory but also the right thing to do.

Your privacy will be respected, and your candor is critical to protecting the health of the community.

# **Communications**

### **Communications**

As we navigate learning in the context of a pandemic, we believe transparency in communications is critical.

#### WHAT YOU CAN EXPECT

- Any changes to policies or procedures will be communicated via email promptly.
- The COVID Corner in the weekly newsletter will remain active, and updates will also be posted regularly to GLOBE's website.
- SLOBE's board of directors will continue to navigate the path forward. You are invited to attend any of its monthly meetings, which will be conducted virtually.
- The school nurses will remain readily available as the points of contact for all concerns related to COVID-19

#### WHAT WE ASK OF YOU

- Please be forthright with GLOBE about any exposures or symptoms in your family.
- If you have a concern you would like to discuss privately, please email the school nurses.
- If you have any general questions about the re-opening, please submit them to be answered in the COVID Corner of GLOBE's weekly newsletter. Your question is likely a shared one and can be of collective benefit.

#### **COMMUNICATING WITH YOUR CHILDREN**

Please join GLOBE in talking to your children about COVID-19, both to help them understand the what's happening around them and to help them cope with the stress and build valuable resilience.

- Ensure students understand the nature of the pandemic, without overwhelming them with minute-by-minute or traumatizing updates.
- Encourage students to talk with people they trust about their feelings.

RESOURCE LINK

CDC guide to helping children cope

- Join kids in eating healthy, exercising, getting sleep, and finding time to unwind safely.
- > If needed, please reach out for mental health support or contact the Disaster Distress Hotline at 1-800-985-5990.

# **Learning Models**

### Groups

By breaking the K–5 student population into two groups, we will minimize the number of students on campus each day and reduce students' level of exposure.

You will receive an email at least one week in advance of re-opening, indicating your children's group.

We have gone to great lengths to ensure that siblings are in the same group, even if they are on separate campuses, as well as to ensure that all learners who have special services are fully accommodated.

Requests to change groups unfortunately cannot be met.

#### **GROUP SCHEDULE**

	Mon	Tues	Wed	Thu	Fri
Group A	In-person, on-campus instruction		Online, independent instruction (asynchronous)		
Group B	Online, independent instr (asynchronous)		uction	In-person, o instruction	n-campus

## **Hybrid Learning**



RESOURCE LINK CDC return-to-school checklist

#### COHORT APPROACH

GLOBE's K–5 population will be divided into cohorts, or classrooms, each comprising 8–12 students and 2–3 teachers who stay together throughout the school day. These cohorts are designed in a way that students and supervising adults within the group will only have physical proximity with members of their own cohort throughout the school day.

To minimize inter-cohort interaction, students in grades 1–5 will remain in their classrooms throughout the day, with scheduled times for bathroom breaks and recess. Kindergarten students will change classrooms at mid-day, following a thorough surface clean. Additionally, cohorts will not change floors during the school day.

Please support these efforts to contain risk by not carpooling with anyone outside your children's cohorts.

#### **ADDITIONAL NOTES**

- X–5 hybrid learners will attend school on campus twice per week and online three times per week.
- > To maintain cohorts, all Connections classes will take place virtually.
- > EIP support will take place virtually.
- > Students with IEPs, well as those in ESOL, will receive support in person on their in-person days and virtually on their online days.
- > Gifted support will take place virtually.

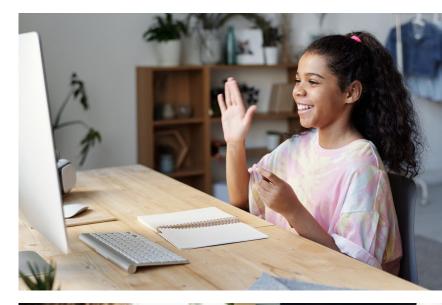
## **All-Virtual Learning**

#### **COHORT APPROACH**

Like students who participate in hybrid learning, K–5 virtual learners will be assigned to a group and a cohort.

On the days that their group is having face-to-face instruction, virtual learners will participate in their cohort's live classroom experience via video conference.

On the days that their group is having virtual instruction, virtual learners will have the same asynchronous learning experience.



Middle school students will not be placed in a group or cohort; their virtual learning experience will continue as it has been since the beginning of the academic year.



# **Timeline**

# **Key Timing**

When the re-opening process officially begins, we will follow the transition timeline below.

### **Grades K-5**

Days 1-2	Teachers report to school to prepare
	classrooms. No live instruction.
Days 3-5	Asynchronous virtual learning begins. No
	live instruction.
Days 6-10	Live instruction begins, with teachers in
	classrooms and students learning virtually.
Day 11	Hybrid Learning Begins

### Grades 6-8

Days 1-3	Teachers report to school to prepare
	classrooms. No live instruction.
Day 4	Live instruction begins, with teachers in
	classrooms and students learning virtually.

In the first phase of re-opening, on-campus instruction will only be available for K–5 students. Middle schoolers will remain virtual until thresholds allow for a larger population in the school building.