Francis Scott Key Elementary School ReOpen Plan
We are Reopen Ready!

We are committed to the safety of our scholars and staff. #reopenKEYS

The planning and preparation as of today.... The marathon continues.
History-------- Repeats Itself--------

Let’s take a glimpse in our rearview mirror....
In 1940, there was another pandemic....
We will get through this ....

Distance Learning in 1940

I've been sharing this amazing picture on Zoom class visits — kids remote learning during a polio outbreak in the 1940s. Schools shut and teachers read lessons on the RADIO. We're facing such challenges today, but as I tell kids, we've faced them in the past and gotten through.
Look at where we are now .....  

Distance Learning in 2021
Purpose:

To provide you with an understanding of the planning and preparation that PGCPS and our school has developed, in order to effectively and efficiently reopen schools for staff and students in an in-person hybrid model of instruction.

During this presentation, we will provide you with information that we have available today to share. Please know, adjustments to the plan change daily. As our partners in this journey, we will continue to keep you informed as updates are received.
1. Facilities
2. Health & Safety
3. Student Day
4. Transportation
5. Hybrid Teaching Model
6. Meal Options (B/L/S)
1. Facilities

Cleaning

Operational

Safety & Supplies
Our Building is Ready: Cleaning

» Hand sanitizer Dispensers (1 per 10k sq ft)
» Hand washing stations stocked with paper towels & soap dispensers
» Water fountains are turned off & filtered auto-fill water dispenser is ready to go
» All Day & Night Supervisors have been trained on The Health First Cleaning System COVID-19 protocol.
Our Building is Ready: Cleaning continued

- Entire building is sanitized with an electrostatic sprayer daily
- Individual bathrooms are cleaned hourly, big bathrooms, are inspected twice daily & sanitized when needed.
- Health rooms & cafeteria is cleaned & disinfected daily
- Classrooms are cleaned & disinfected b/w groups of students
  *** individual attention placed on student desks being sanitized daily
- “Touch points” are disinfected as a practice
Our Building is Ready: Cleaning continued

- Playground cleaning protocol - custodians will maintain their existing cleaning protocol & inspect and clean, as needed.

- The Administration and/or designee will make use of required forms & check sheets to ensure routine inspection in bathrooms and designated areas by custodial staff (Building Custodial Lead Contact: Vincent Gregory).
Our Building is Ready: Operational

» All restrooms fixtures are operational & cleaned twice daily
» MERV-13 filters have been placed in all HVAC systems per CDC guidelines (from MERV-8 to MERV-13)
» HVAC hours of operation has been moved to running 24hr/day and/or increase intake of outside air wherever possible.
Barriers have been installed in the front office
And at all food service point of sale locations.
Classrooms redesigned
Bottled water supply is ready if needed
An adequate supply of sanitizer, hand soap, paper
towels and disinfectant in stock at Francis Scott Key ES
An adequate supply of PPE is at the ready for custodian
personnel per CDC guidelines
(gloves, masks, eye protection & disposable coveralls)
Covid Compliance Committee

Health Room & C.A.R.E. Room

2. Health & Safety
Covid Compliance Committee (CCC)

Made up of staff from multiple areas to provide discipline specific perspective & feedback.

Core team meets daily to monitor & ensure compliance w/ FERPA, HIPAA and all other processes & protocols in place.
Health Room & C.A.R.E. Room

COVID ASSESSMENT RESPONSE EVALUATION

Two different spaces have been identified for these rooms.

When a child is in need (papercut, tooth fell out, cough, etc.):
Staff will contact Nurse by phone PRIOR to sending students to health room or C.A.R.E. room

» When called, health services will be contacted and then initiate assessment of the code and determine next steps.
» First aid kits will be used within the classroom when needed.
» Daily medication can be administered in classroom or another location by Nurse Manager (Substitute) or Administrative designee.
Priority Code is given to Nurse by staff member
Staff is trained on priority codes to use to determine where to send student.

Covid, Assessment, Response, Evaluation/Exam Room (C.A.R.E. Room)

- Located near the Health Room & building entrance - Room 101

Safety Precautions
- Mask & hand washing upon entry
- Spacing 6’ apart
- Nonessentials are avoided in room (staff & students)

Monitoring
- Surveillance - Data monitoring & tracking of COVID cases and student health is done via School Health Electronic Record & COVID dashboard.
- Health Services will be contacted regarding scholars who exhibit COVID19 symptoms & the student’s return to school

Maintenance
- “High touch” areas cleaned after each use, nurse is provided cleaning supplies by building services, At the end of each day a detailed cleaning & detailing of both rooms will take place.

Health Room

- Location hasn’t changed, within the office hallway door is now used.
- Mask & hand washing upon entry
- Spacing 6’ apart
- Nonessentials are avoided in room (staff & students)
Positive COVID-19 Test Result
4 Step Plan

1. Isolate/Quarantine confirmed employee or student.
2. Address & Isolate the employees or students who were in close contact with COVID-19 positive person
3. All in close contact area sent home for 7 to 10 days
4. Clean & Disinfect the Classroom or School

PGCPS will notify all employees & parents/guardians of students who were in location or area where the employee or student works of the situation without revealing confidential medication information.
3. Scholar Day

- **At home**

- **Arrival & Entering the Building**

- **During the School Day**
  - Building/Hallway & Classroom Design
  - Lunch/Recess
  - Bathroom
  - Specials & Supports

- **Dismissal & Exiting the Building**
At Home

- **Prior to Arrival** - families will monitor temperature &/or if the child has one of the symptoms.

- Any child displaying one of these symptoms during the day must be picked up from school within 1 hour.

- Students will be isolated until the parent picks their child up. ([guidance for temp & screening symptoms](#))
HYBRID TEACHING MODEL

WHAT IS A HYBRID TEACHING MODEL?

According to MSDE, it is a combination of synchronous and asynchronous teaching and learning that requires access to the internet, an electronic device, web conferencing tools, and a learning platform.
Student Day - CDC Guidelines

- Face coverings are required to be worn by Children & Adults
- Cloth or disposable (we will provide if they don’t have their own)
- If a student refuses they will be assigned to daily distance learning.
- Social Distancing with 6 feet apart throughout the day

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students with Last Names beginning with A - J (In School)</td>
<td>Students with Last Names beginning with A - J (In School)</td>
<td>Live Access to Teachers * Small Groups * Interventions * Re-engagement lessons * Enrichment Teacher Office Hours Teacher and/or Grade Level/Content Planning</td>
<td>Students with Last Names beginning with K - Z (In School)</td>
<td>Students with Last Names beginning with K - Z (In School)</td>
</tr>
<tr>
<td>Students with Last Names beginning with K - Z (In Distance Learning)</td>
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50% Enrollment Model – Cohort 1/Cohort 2
Arrival: breakfast or early arrival

» During arrival, all students will be dropped off at the front, as usual and enter through the designated doors (separate doors may be used for breakfast).

Breakfast

» Sanitize/wash hands (and then every 2 hours thereafter)
» Obtain breakfast and be directed down the hallway to their classroom (or to seat) to eat
» Use clean up protocol for students when they’re done eating.

***Staff members are assigned to these positions to ensure safe compliance in and/or out of the building.***
Early Arrival

Students will use posted standing placement signs w/i or outside the building. No scholar will be allowed in the building prior to the beginning of the day.

Other Arrivals & Dismissals
Early Dismissal/Late Arrival will be conducted at the front door.
Visitors - follow face covering rules, social distancing and will be required to make appointment to enter.
Building/Hallway & Classroom Design

» Hallway signs, traffic flow & floor markings have been created & posted follow CDC guidelines.

***Staff members are assigned to these positions to ensure safe compliance in and/or out of the building.***

» Classrooms have been redesigned to meet guidelines
  ◇ Hand sanitizing station in each room.
  ◇ Teacher station at front of room
  ◇ Desks 6’ apart w/ traffic flow w/i room
  ◇ All scholars will be instructed to remain 6’ apart the duration of the day
Classroom design
# Classroom Design

<table>
<thead>
<tr>
<th>Capacity</th>
<th>Face Coverings</th>
<th>Distance &amp; location of desks</th>
<th>Backpacks/ Materials (also see next slide)</th>
<th>Visuals</th>
<th>Alternate Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 (K-5)</td>
<td>required</td>
<td>6 feet apart</td>
<td>Stored on back of chair or on chair next to them (depending on room size)</td>
<td>Tape guides are placed on classroom floors for classroom traffic flow</td>
<td>Media center, cafeteria, gym, resource/ intervention rooms may be repurposed in some situations</td>
</tr>
<tr>
<td>10 (PreK)</td>
<td></td>
<td>Face same direction</td>
<td>Charged Chromebook must be brought to and from school daily</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Students work in their space</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Charged Chromebook must be brought to and from school daily
- Tape guides are placed on classroom floors for classroom traffic flow
Materials/Supplies

Supplies will not be shared.

Students should bring their own supplies to and from school. No exceptions and no pre-covid materials available for usage if left behind.

Desk storage will NOT be used. Here is an example of what they might bring:

- Pencil
- Journals
- Paper
- Pens
- Scissors
- Glue sticks
- Chromebook & cord**

Textbooks - digital access will be used through Clever. Hard copies will be used only for students on full distance learning.

No Small group table instruction
Materials/Supplies continued

Science lessons/ experiments - Guidance has been provided from PGCPS & MSDE

Library Books - These will be checked out using online digital resources

Musical Instruments - Will not be shared and class will continue virtually.

Toys that cannot be cleaned will not be used.
Bathroom Use

» Classroom bathrooms when possible will be used
  ◦ Recall cleaning twice daily

» Gang Bathroom class schedule will be created by grade level teams
  ◦ Recall signs posted in the bathroom
Art/Music/Media/Technology/PE

» Will remain virtual

Supports

» ESOL & Special Education services will remain virtual. Considering various options as district updates are provided.
Lunch

» Location will be determined by the number of students that are in school at a time; most likely lunch will be eaten in the classroom

» If in classroom, they will be delivered by cafeteria staff. Or if in the cafeteria lunch may be served to students at table

» All food is in prepackaged single serve units, and there is a hot lunch component
Late Arrival will be conducted at the front door.

Dismissal for students will begin at an earlier time (bus riders) to ensure students are out of the building in a socially distanced manner.

Take-home meals ("supper") are available to be picked up on the way out the door
- All students can get breakfast, lunch & dinner at no cost.
4. Transportation
- 21 scholars per run (multiple runs anticipated)
- 1 per seat near window on each row
- Face coverings are required
- Social distance & face coverings at bus stops
- Staggered and adjusted arrival & drop off times
- No scholars to sit directly behind the driver - unless they are related/same household
We are ready!