

SCHENCK HIGH SCHOOL REOPENING PLAN

We are currently under a "GREEN" Level 3 designation by the State of Maine that allows for and suggests a safe to return to in-person learning opportunities. However, due to recent events in our community concerning COVID-19, the East Millinocket School Board has decided to slightly change the implementation of our original plan. **Students will now begin school remotely on September 14th and return to in-person learning on October 5th. There will be a mandatory student orientation done by grade the week of September 28th. All students who wish to return to in-person learning must attend. Below you will find updates to our plan that accommodate these changes highlighted in yellow.*

GUIDING PRINCIPLES OF HEALTH AND SAFETY FOR OPENING SCHOOLS

(From the Maine CDC, Maine Department of Education, CDC Guide for Schools)

- Education for students, staff, and community on self-assessing for symptoms of COVID-19 (instructions will be available via a Pre-Screening Information Sheet).
- Healthy practices: temperature checks, hand washing, hand sanitizing (many stations will be available), social distancing, wearing face masks/face coverings, PPE usage and safety.
- Students and staff are required to wear a face coverings that covers their nose and mouths. Face shields are an option for students with medical documentation stating they are unable to wear masks/face coverings. Face shields will be provided.
- Adults must maintain 6 feet of distance from others to the greatest extent possible. Maintaining 3 feet of distance is acceptable between and among students when combined with other safety measures and requirements.
- Students must maintain 3-6 feet of distance from each other at all times and enact all safety measures and school and classroom requirements when applicable.
- Consistent student groups when feasible.
- Limited interaction in hallways.
- Class sizes that allow for safe social distancing
- Limited and restricted interaction with the Elementary School population during the entire school day.
- Additional cleaning/sanitization practices during the school day to comply with CDC protocol. (the school will be thoroughly cleaned each evening prior to the next school day)
- Access to the school nurse in the building with utilization of an isolation room for those who exhibit possible symptoms. A list of designated quarantine spaces will be provided.

- Use of outdoor spaces when feasible, open windows with box fans for extra ventilation when weather allows.
- Furniture and desk arrangements and modifications that support health and safety meeting CDC guidelines.
- Signs that serve as clear reminders of health and safety requirements and suggestions from the Maine CDC.
- Clearly marked walking lanes and markers denoting 6 feet of distance will be created throughout the halls and outside of our school entrance/exit locations.
- A hall monitor to assist with keeping students compliant to CDC protocols such as making sure masks are worn, social distancing is practiced when feasible, and limiting bathroom use to 2-3 students at a time.
- Removal of classroom items that cannot be properly sanitized. (ex: rugs, furniture, etc.)
- Suspension of the use of lockers. Students are encouraged to use a backpack.
- Student seating arranged to promote physical distancing.
- Designated isolated spaces for students displaying COVID-19 symptoms during the day.
- A student displaying COVID-19 symptoms will remain in the quarantine room until a family member/guardian arrives to take the student home.
- Quarantined spaces will be sanitized following CDC guidance.

TRANSPORTATION

Busing

- Students must wear a face covering while boarding and riding the school bus to and from school.
- Buses will be disinfected between runs
- Bus routes and times may look different from previous years
- Bus routes and estimated times will be provided when plans are finalized prior to the start of the school year.
- Students who do not comply with the safety requirements expected during bus transportation will lose bus privileges and transportation will become the responsibility of parents.
 - 1st offense- 1 week off the bus
 - 2nd offense- 2 weeks off the bus
 - 3rd offense- off the bus until CDC guidelines are lifted
- After a temperature check, students will go directly to their classroom when they arrive in the morning and will be able to access breakfast.

ENTRY/DAILY SCHEDULE/DISMISSAL

- Students will begin school remotely on September 14th. More details about this will be sent to each parent by mail.
- **Schenck High School students will attend school in person from 7:50 am-11:55 am, Monday – Friday beginning Monday, October 5th.**
- **Students enrolled in Northern Penobscot Tech. Region III will begin their program remotely, Monday-Friday, beginning the week of September 14th. They will return to their program in person beginning the week of October 5th.** The Region III bus will depart from the school at 7:45 A.M. and will return at approximately 2 P.M. daily.
- Students can access their schedules between September 4th-8th.
- Region III students will have access to transportation home at 2:10 P.M.

MORNING ARRIVAL

- Students arriving before 7:50 will go directly to their homerooms and get breakfast.

DAILY SCHEDULE

- We will focus on clearly designating traffic patterns throughout the entire building as well as stressing the importance of health practices.
- To limit congestion in our hallways and eliminate contact with Opal Myrick students, students who have Study Hall, Phys. Ed., Art 1, Advanced Art, Drawing and Painting, Tech/Theatre, and Band/Chorus will access these classes by using the 500 wing exit and walking outside to the doors conducive to these spaces. Once there, a teacher will greet them and bring them to their classrooms.
- Students will receive primarily direct instruction crucial to their success in each subject. They will access all activities, assessments, and assignments using Google Classroom.

DAILY BELL SCHEDULE (Tentative)

7:30 A.M. – 7:50 A.M.- Buses begin arriving.

7:50 A.M .- First Bell

7:53 A.M .- Tardy Bell, Homeroom

7:53 A.M. - 7:58 A.M.- Pledge of Allegiance, Morning Announcements

8:01 A.M .- 8:45 A.M.- Block 1- 44 minutes

8:48 A.M. - 9:32 A.M.- Block 2- 44 minutes

9:35 A.M. - 10:19 A.M.- Block 3- 44 minutes

10:22 A.M. - 11:06 A.M.- Block 4- 44 minutes

11:09 A.M. - 11:55 A.M.- Block 5- 46 minutes with Announcements

11:55 A.M. - Dismissal, Bag lunches are available to High School students, Buses depart

12:30 P.M. - 2 P.M.- Teachers are available for remote support and virtual academic assistance.

12 P.M. - 1 P.M.- Detention

- Teachers may be available via phone, email, and other means from 12:30-2:30 P.M. for students needing extra support, remote learning support, and to properly plan their classrooms and lessons according to the health and safety standards set forth by the State of Maine CDC and DOE.

Entry and Dismissal Plans for Buses and Walkers

- The bus drop off location will be adjacent to the canopy by the lobby. Bus students will enter through the lobby entrance, have their temperature taken, and continue to proceed to their classrooms.
- Walkers, students getting dropped off by parents, and those who are driving to school will enter the building using the 500 wing doors located in the back of school. They will also exit via these doors. Students bringing a vehicle must park in front of the Town Swimming Pool.
- Students getting picked up by bus will do so using the Lobby Entrance.
- Dismissal for High School students will be 11:55 A.M.

Parent Transportation

- We encourage parents/guardians to transport their child to and from school, when feasible for their family.
- Parents/Guardians may drop off their child next to the Town Swimming Pool **no earlier than 7:30 A.M.** Students will then walk to the 500 wing doors. Doors will be locked throughout the day and no Schenck High School students will be permitted inside the building until this time.
- To maintain the safest level of protection for students and staff, parents will no longer be allowed into the building.
- Based on the number of students being transported by parents, there may be more than one designated drop off time and location at the school. These details will be developed more fully when students are identified for parent drop off.

BREAKFAST/LUNCH

- Breakfast will be available either in or outside of the Library and will be brought in the homeroom classroom by the student.
- Bag lunches will be available to High School students daily.
- Social distancing guidelines will be practiced during breakfast.
- Hand sanitizing stations will be accessible in all classrooms and eating areas.

DAILY HEALTH STRATEGIES

Students and Staff

- Each day, before entering the building, staff and students must complete self-assessment for COVID-19 symptoms. If symptoms exist, staff and students need to remain home and not attend school. Absences must be reported to your supervisor (employees) and/or the main office (students).
- Temperature checks will be conducted at the beginning of school to every student each day. If a student has a temperature of 100.3 or greater or is displaying symptoms of COVID-19, they will be moved to a designated quarantine space immediately.
- Face coverings are required for all students and staff while inside the building unless eating in which arrangements have been made to be six feet apart.
- Several scheduled times will be built into the student day for face covering breaks when students are able to be properly social distanced and while outside.
- Hand sanitizing stations will be placed at key locations in the building as well as in all classrooms.
- Students and staff will regularly use handwashing and hand sanitizer stations when entering the building, entering a classroom, before and after eating, before and after using bathroom facilities, use of any other equipment/manipulatives shared by others, before leaving and returning to the classroom for any other transitions during the day and before leaving the building to get onto the bus or pick-up by a parent/guardian.
- Students who express any ill symptoms will report to the nurse's station. There will be multiple designated isolation areas for any student or staff member exhibiting symptoms until they exit the building.

Face Coverings

- Face coverings are required for students and staff.
- Two or more school issued face coverings will be provided for all students and staff. It is encouraged for students and staff to bring one from home that they are comfortable in wearing if necessary. Face coverings should be washed daily.

- Students will have regular face covering breaks during the school day.
- Students and staff will not wear face coverings when eating breakfast, snack, and lunch. However, they will be six feet apart when eating.
- Face coverings will not be required outside as long as students practice social distancing.

Cleaning Routines

- Classroom desks and other classroom surface areas will be disinfected throughout the day at appropriate transitions and after students leave.
- Custodial staff will routinely clean highly touched surfaces during and after school hours.
- Frequent hand washing and sanitizing will be required by students and staff.
- The sharing of supplies and equipment is discouraged unless they are cleaned/disinfected after each use.
- A thorough cleaning of the entire building will be done daily as we have obtained extra custodial staff and products to ensure a safe environment for students and staff.

Classroom

- Students will be trained in the areas of physical distancing, hygiene, and face covering etiquette.
- Face coverings will be required in the classroom except while eating. Several face covering breaks will be given throughout the school day when students can be six feet apart.
- Face coverings will be removed for eating, during scheduled breaks, and some PE and other school activities.
- Classrooms will have desks for students that will be arranged 3-6 feet apart for instruction and six feet apart for eating.
- No food will be shared amongst students and staff.
- It is recommended that students bring a water bottle from home to use on a daily basis. Please make sure it is labeled with your child's name. We will have bottle filling stations available rather than traditional drinking fountains.
- Teachers are encouraged and will utilize outdoor space for learning when appropriate.
- Students will be trained in proper hand washing, sanitizing, and how to socially distance themselves.
- As long as we are taking Covid-19 precautions, there will be no large assemblies or field trips.

Transitions

- Students will be trained in how to transition in the hallway and other areas of the building by following clearly marked directional arrows “lanes” as well as markers laid every 6 feet.
- Traffic flow in the hallways will keep to the right and left side of the halls depending on the direction students are headed.
- Students and staff will adhere to social distancing measures while transitioning.
- Face coverings will be worn at all times when transitioning.
- Hand sanitizer will be provided and sanitizing will be expected during each transition.
- Hall congestion will be limited due to using outside routes for certain transitions.
- Bathrooms will be closely monitored at this time.

COVID-19 ORIENTATION DATES AND TIMES

- All Schenck High School Students will need to be subject to an orientation that includes a thorough explanation of our Student Handbook and COVID-19 Protocols, a training from the nurse on proper hygiene and COVID related health and safety practices, as well as a training session on how to use the Google Suite (including Google Classroom and Hangouts) prior to entering our building for in-person learning.
- Those that are opting for remote learning will be able to access a video of these trainings through our website.
- All orientations will practice proper social distancing and COVID related health and safety requirements. They will be tentatively held in our cafeteria.

September 28th- Freshman orientation- 7:50 A.M. - 10:15 A.M.

September 29th- Sophomore orientation- 7:50 A.M. – 10:15 A.M.

September 30th- Junior orientation- 7:50 A.M. - 10:15 A.M.

October 1st- Senior orientation- 7:50 A.M. – 10:15 A.M.

- The entire high school will resume together for in-person learning beginning October 5th.
- Students in grades 9-12 will have lessons and assignments available in Google Classroom that will meet their educational needs during both remote and in-person learning platforms.
- Students enrolled in Region III will attend their programs as normal the week of October 5th.

MAIN OFFICE

- Schenck High School's telephone number is (207)746-3511.
- Email: klyons@emmm.org
- Office hours are 7:00 am – 3:00 pm.
- Please call the school to let us know if your child will be absent.
- We are discouraging parents and visitors in our building at this time. If you absolutely need someone, you may buzz the buzzer or call the main office for assistance. If you are given permission to enter the building by administration, please wear a face covering and maintain a six foot distance from others when possible.
- Please send a note or phone ahead for dismissals due to appointments.
- Please call 746-3511, ext. 103 upon your arrival on school grounds if you must dismiss a student or if your child is ill and must be picked up. Please provide ample time to prepare students for their pick up so that proper safety precautions can be implemented.
- Parents dismissing students will wait in their vehicle and the children will be brought to them.

VISITORS/VOLUNTEERS

- No unscheduled visitors are allowed in the school and/or classrooms at this time.
- Visitors will be encouraged to schedule an appointment in advance and will be only be allowed under extremely unusual circumstances. Any permitted visitors will be seen as critically important as determined by the Principal. Visitors are encouraged to call the office prior to coming to the school.
- No volunteers are permitted at this time.
- Visitors are strongly encouraged to call the main office ahead of time to schedule an appointment. Appointments will be deemed necessary by School Administration as the safety of our students and staff is our priority.
- All meetings, i.e. IEP, 504, and parent meetings, will be held remotely when possible.
- Outside vendors and contractors will be encouraged to schedule their meetings and work to be done when students and staff have left for the day. Only visitors that offer critical services will be allowed in the building during the day and must adhere to all health and safety requirements set forth by the School.

POSITIVE CASES

- In the case of a confirmed case of COVID-19 in our school the Maine CDC will direct our response.
- This may involve classroom and/or school closure
- Contact tracing and testing will be done as necessary

- Facilities will be cleaned and sanitized prior to reopening
- In the case of school closure or a state of Maine designation of **“RED”**, which indicates a “high risk” of COVID-19 spread and recommends that in-person instruction should not be conducted, a school wide plan for remote learning will be implemented similar to what is listed below.

*Please refer to our **East Millinocket School Department, COVID-19 RETURN TO SCHOOL GUIDELINES FOR STUDENTS & FAMILIES, Addendum to the Student Handbook** for more details. It is located on our school website.

SCHENCK HIGH SCHOOL REMOTE LEARNING OPTION

Remote instruction is available for any student with health and safety concerns, elevated health risks, a family member with elevated health risks or for any other personal reasons.

The remote instruction program at Schenck High School will occur as follows:

- East Millinocket Instructional Staff (Teacher or Ed. Tech. III) will lead these classes for Grades 9-12.
- These remote learning programs will be fully graded and count toward GPA. Full academic participation is expected.
- For students in grades 9-12, classes will be streamed live via Google Hangouts and students will be responsible for following a normal school schedule (synchronous). Attendance policies will be enforced as failure to participate may result in loss of credit.
- Students are expected to follow all school rules such as dress codes, respectful behavior, and appropriate student engagement.
- **Students who elect to continue to participate in this remote instruction program during the 2020-21 school year must remain in the program through at least the end of the first quarter.**
- Students will have the opportunity to change learning platforms (ex: in-person learning to remote and/or vice versa) only once per semester (after quarter one). Any other moves may be permitted at the discretion of the Administration.
- Assigned instructional staff will also coordinate to ensure programs such as Special Education, 504, RTI, or ELL programs are provided to students remotely as needed.
- Students will have the opportunity to get extra support from their teachers virtually during assigned office hours.
- Students will receive timely feedback and frequent recognition of progress.
- Students will respond to feedback and submit assignments, due dates, methods for turning in assignments, and to communicate with staff.
- Students will receive a school issued device.

In order for our teachers to plan for instruction, students who elect to continue to participate in this remote instruction during the 2020-21 School year will be asked to remain in the program

until the end of the 1st quarter. If you are interested in this option for your child, please contact Kim Lyons at 746-3511 *no later than* Friday, September 25, 2020.

REGIONAL HEALTH MARKER DESIGNATION OF “YELLOW” LEVEL 2

**A designation of “Yellow” Level 2 suggests and elevated risk of community spread of COVID-19. Hybrid models should be adopted under this designation*

If our region is at “Yellow” Level 2 or “Red” Level 1:

- We will enact a remote learning plan for our high school students.

**As the school year progresses changes may occur. We vow to revisit this plan frequently and if at all possible, improve upon it when necessary.*