

**REOPENING ALBURGH COMMUNITY EDUCATION
CENTER
A GUIDE FOR THE 2020-2021 SCHOOL YEAR**



**THE MISSION OF THE ALBURGH COMMUNITY EDUCATION CENTER IS TO BE
A COMMUNITY OF LEARNERS THAT STRIVES FOR EXCELLENCE; VALUES
INDIVIDUALITY; FOSTERS LIFE-LONG LEARNING; PROMOTES THE
DEVELOPMENT OF MIND, BODY, AND CHARACTER; AND INSTILLS A RESPECT
FOR OTHERS.**

**IN ORDER TO FULLY ENGAGE IN THIS IMPORTANT WORK, ALL STUDENTS
SHOULD BE: SAFE, RESPONSIBLE, AND RESPECTFUL.**

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Letter from the Principal

August 12, 2020

To the ACEC Community:

This document provides health guidance to parents and students of the Alburgh Community Education Center as we plan and implement the reopening of our school for the 2020-2021 School Year in the context of COVID-19. We continue to learn more about COVID-19 and this guidance will be periodically updated as we receive new guidance from the Vermont Agency of Education.

The Alburgh Community Education Center's Reopening Plan is based on public health information available at this time. The plan will most likely be adjusted as new guidance from the Vermont Agency of Education, Vermont Department of Health, Centers for Disease Control and other public health officials is received or as necessary to best support the health and safety of our students and employees.

Please keep in mind that Vermont Schools are opening in Step 2. Should the State move from Step 2 back to Step 1 due to a resurgence of the virus, schools will be directed to transition to remote learning for all students for a period of time. As a district, we are preparing for a variety of scenarios and, as always, we are committed to keeping you informed every step of the way.

Our teachers and staff are excited to be able to see our students at least two days per week to start the school year. We look at this as remote learning with a bonus of being able to see our students. There are so many questions and so many unknowns, but if we work collaboratively with each other we will persevere and do our best for our students and families.

Take care and be well!

Ms. Beth

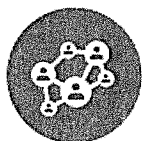
Decision Making Process



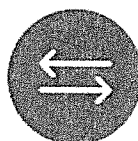
Start with the Health and Safety Guidance



Use what we know works best for in person and remote instruction (*See [Lessons Learned Presentation](#)*)



Ensure that students are meaningfully connected to their schools, peers, and teachers



Flexibility

Alburgh School District is offering the following options for the 2020-2021 school year. Parents and guardians will be able to select one of the following two options.

Option #1: In-Person Instruction

The Vermont Agency of Education released [A Strong and Healthy Start: Safety and Health Guidance for Vermont Schools](#) on June 17, 2020 and subsequently released [Hybrid Learning During the 2020-2021 School Year](#) on July 15, 2020. In both of these documents, they strongly encourage schools to focus on the return to in-person instruction stating that it, "... is the optimal approach to address both student learning needs and the larger social, emotional and health needs of students." In addition, the [American Academy of Pediatrics](#) is recommending that students physically return to school.

Option #2: Virtual Instruction

We know that in-person instruction is not an option for some of our students with elevated health risks, or who have family members with elevated health risks. Any families who do not feel comfortable having their children at school in person are not required to do so. Your students will be provided the option of online instruction.

OPTION #1

Option #1: In-Person Instruction

(Opening in a hybrid model)

To start the school year, the Alburgh School District, along with all districts within the Grand Isle Supervisory Union, will open in a hybrid learning model that includes both in-person and remote learning.

ALL ACEC LEARNERS IN THE HYBRID MODE WILL:

- Students will follow an ABCAB schedule.
- Students will be broken into one of two groups (Cohort A & Cohort B) with each attending in-person classes two days a week and learning remotely three days per week.
- Student across all grades will be learning remotely on Wednesdays. We will use this day to offer individualized supports to students, allow our faculty and staff to engage in professional planning and learning as needed, and to allow our custodial team to give flexibility and provide a mid-week clean of our building.
- Students will work with and be supported by grade level and Unified Arts Teachers (Music, Art, Physical Education, Spanish).
- Students will have access to academic and social-emotional supports.
- Students will have daily attendance expectations.
- Students will have the option to switch models.
- Students will have access to devices and supplies as needed for remote learning. Each student will have a Chromebook in grades K-8.
- Parents will ensure that materials and supplies move back and forth between in-person and remote days and are kept in good condition.
- Students should bring two, clean masks to school each day and wear them as directed.

Option #1: In-Person Instruction

(Opening in a hybrid model) – cont.

Please be aware that the following group assignments are preliminary and are subject to change based on additional unforeseen guidance from the Vermont Agency of Education, Vermont Department of Health or as necessary to best support the health and safety of our students and employees and operation needs of our district.

Arrival and Transportation

- School drop off for the 2020-2021 school year will be between 8:40-9:00.
- Before entering the school building, all students and staff will complete a daily health check which will include having their temperature taken and answering a few questions about COVID-19 symptoms and exposure. Students who are riding the bus will be with a parent or guardian at the bus stop. The parent or guardian will provide the answers to the COVID-19 questions.
- We encourage families who can transport their children to do so. This will allow for better distancing on the bus for those families who rely on district transportation. We are evaluating the traffic flow at all of our buildings to better handle the increased car traffic. Students getting transported to school will have their temperature checked and answer a few questions about COVID-19 symptoms and exposure prior to exiting the automobile.
- Students riding the bus will be required to wear facial covering. They will use hand sanitizer before boarding and will be assigned a seat. All buses will be cleaned and disinfected before and after every route.
- To protect students' safety and provide for more orderly temperature taking, students will enter and exit the building through assigned entry points.

PreK will enter the cottage door

K will enter through the exterior door connected to their classroom.

Ms. Butt's class will enter through the back door by the cottage

Mrs. Giroux and Ms. Burke's classes will enter through the front door

Mr. Herz's class will enter through the back door by the cottage

Option #1: In-Person Instruction

(Opening in a hybrid model) cont.

Mrs. Dobson and Mrs. Barrette's class will enter through the door by the kitchen entrance

Mr. Morton, and Mr. Ruch's class will enter the front door on Route 2

Mr. Woly nec and ELA class will enter through the door on Champlain Street.

Facial Coverings and Distancing

- The Vermont Agency of Education is requiring all students, staff and visitors to wear facial coverings (masks). We recommend that families use this summer to try out some different styles of facial coverings so they can begin to identify which works best for their child. The Alburgh School District will provide masks for those who cannot purchase their own.
- Face masks may be removed when eating, drinking, and outside so long as students and staff are able to maintain 6 feet of physical distancing.
- Individually packed student meals will be served in the classrooms. Students can bring meals from home, but at this time, the school cannot refrigerate them. Please make sure that students can be self-sufficient with opening containers provided from home.
- Classroom seating will be adapted to accommodate physical distancing to the best extent possible.
- There will be not be any indoor assemblies that bring students together in a large group.

Hygiene and Cleaning

- Students and staff will be frequently reminded about the importance of proper handwashing. We have placed hand sanitizer units throughout our building and on the playground and we will ensure that all our bathrooms are properly stocked with soap and towels. Signage will be placed throughout the building to reinforce good hygiene practices.
- The entire building will undergo enhanced cleaning and disinfection on a regular basis. Frequently touched surfaces will be cleaned often.

Option #1: In-Person Instruction

(Opening in a hybrid model) cont.

Classrooms

- Classroom seating will be configured with maximum allowable space (6 feet) between students and whenever possible, desks and tables will face the same directions.
- Faculty and staff will modify instructional plans to reduce student contact, sharing materials or equipment and maintain appropriate social distancing to the greatest extent possible.
- Students will remain in the same classroom when at school and teachers and staff will rotate.
- Physical Education and Music will be outside – weather permitting and Art, Spanish and Guidance will be in the classroom.

Personal Items

- The borrowing and sharing of any items will be restricted.
- The use of reusable water bottles will be encouraged.
- Students are not to bring toys, stuffed animals, or any unnecessary items to school.
- Lockers and cubbies will not be used at this time.
- Students may bring their personal Chromebook or laptops to school.

Option #1: In-Person Instruction

(Opening in a hybrid model) cont.

Outdoor Recess

- Face masks will not be required outside, as long as 6 feet of distance can be maintained at all times.
- Playground equipment will open with individual grade bands being assigned to specific playground equipment and a regular cleaning schedule.
- Students will be prompted to wash their hands before and after recess.
- Hand sanitizer will be available on the playground.

Visitors and Field Trips

- In an effort to strictly limit the number of visitors into our building, we will not be allowing classroom volunteers or visitors.
- There will be no field trips.

Public Use of School Buildings

- The school building will be open to employees, students, service providers, and essential vendors ONLY. The building will remain closed to the public.
- The public may use the walking path, but the playground and basketball court will remain closed after school hours.

Option #1: In-Person Instruction

(Opening in a hybrid model) cont.

Food Program

- Students will be provided breakfast, lunch, and snack when they are in-person.
- Students will be provided breakfast, lunch, and snack on Monday & Thursday (Cohort A) and Tuesday (Cohort B) for days they are not in school. Students will be given this at the end of the day when they are in person learning. We are still working on a plan to get Cohort B students breakfast, lunch, and snack for Mondays.

What Learning Will Look Like on the 3 Remote Days

- What makes these remote days different from this past spring is that students are connecting with their teacher(s) and receiving direct instruction in person two days per week. This will allow for more focused and intentional follow up and continued learning on the key content areas and skills taught during their in-person days.
- These three remote learning days will be primarily asynchronous, meaning the lessons are available for students to access on their own time and at their own pace, since the teacher will be engaged in-person instruction with other half of their class.
- Remote learning lessons will include both offline learning opportunities (e.g. books and paper and digital instruction such as pre-recorded videos and online activities).
- Students will be expected to use common digital platforms (such as Google Classroom, Class DOJO and Artsonia) to access much of their remote learning).
- To facilitate both in-person instruction and remote learning concurrently, teachers will use most of Wednesday, the fully remote day, to plan. However, they will be available to answer questions or to support students as needed and may lead some optional synchronous or “live” activities.

Remote Learning: Fall vs. Spring

- Students will be graded on the GISU Learning Targets and receive a report card
- Daily attendance is required
- More hours of daily learning
- Unified Arts are required
- Teachers’ availability to support students will more structured during the school day

OPTION #2:

Option #2: Full-time Remote Learning – Cont.

- As parents and caregivers, you have a choice when it comes to your child’s education. For families with additional health concerns, or those not yet comfortable in sending their children to school in person, the district is preparing to offer a full-time remote learning option, also known as remote learning.
- For your student(s) to enroll in this option, we ask that our families be aware and willing to commit to the following.
- Participating in remote learning will require significant parent or caregiver oversight, especially for students in younger grades.
- Students enrolled in remote learning will continue to receive special education services online through the district.
- Attendance, grading, and workload requirements will be consistent with in-person classes.
- Dates will be set for supply pickup so that students can receive any technology, textbooks, or other supplies necessary to engage in remote learning.
- School meals will be available for pick up at the school with the possibility of some delivery service.

Parent/Guardian Role in Remote Learning

Alburgh School District strongly recommends that a parent or caregiver be available at home to serve as an online Learning Coach, provided by the family, providing age and developmentally appropriate level of assistance and supervision to the students. The amount of time that is required by the parent or guardian to support students at the elementary and middle school level varies.

Option #2: Full-time Remote Learning – cont.

Grades K-8 Remote Learning Information:

- Remote learning will be facilitated by the Alburgh School District teachers and support staff.
- Students enrolled in remote learning will be provided the same content and have the same amount of schoolwork as those attending school in person.
- Remote learning will be taught by your children(s) classroom teacher, interventionist, and special education staff.
- There will be synchronous or “live” opportunities for teachers and students to interact.
- Teachers and students will have a daily presence through Google Meet on their assigned cohort days.
- Asynchronous learning means that lessons will be set ahead of time and/or prerecorded.
- Remote learning should mirror a typical school day using a balance of offline (books & paper) and digital instruction.
- Social-emotional learning lessons will be embedded in the curriculum to support the unique needs students are facing during this pandemic.
- Daily attendance is required and will be noted through participation in a remote learning in the cohort your student(s) are assigned.
- As with students learning in-person, students enrolled in remote learning will be assessed using the GISU Assessments, local assessments, and grading practices.
- Students may transition into the cohort they are assigned when the family feels comfortable to send their children to school or health concerns have changed.

Option #2: Full-time Remote Learning – cont.

Below are the Minimum Learning Time Expectations per State Board Rule: 2312.2. This represents the total hours of direct instruction and expected independent student work time combined. Teachers will provide learning activities intended to meet these requirements through the instructional mode of the current step.

Grade	Daily Minimum (direct instruction and assigned independent student work)	Weekly Minimum (direct instruction and assigned independent student work)
Kindergarten	2 hours	10 hours
Grades 1 - 2	3.5 hours	17.5 hours
Grades 3 - 8	5 hours	25 hours

Parent and Guardians Expectations

- Review the Remote Learning Expectations.
- Establish a daily routine and provide an appropriate space to support student learning.
- Review assigned work, discuss expectations with your child and communicate with teachers frequently.
- Actively reach out to teachers via the school’s approved communication channels and during their assigned office hours when help is needed.
- Ensure students complete and turn in assigned work each day as well as attend scheduled synchronous learning.
- Support students to care for supplies and materials.
- Teachers are expected to check in with students and or parents regularly through phone calls, Google Meets, Class Dojo, Google Classroom, email, or other authorized modes of communication to ensure student participation and engagement.

Option #2: Full-time Remote Learning – cont.

Teacher and Staff Expectations

- Develop learning experiences that maximize the dual modalities of in person (hybrid learners) and remote learning days (all learners) and that are age/grade appropriate.
- Provide a clear overview of weekly assignments and due dates.
- Provide and follow a schedule for synchronous learning opportunities.
- Teachers are expected to check in with students and or parents regularly through phone calls, Google Meets, Class Dojo, Google Classroom, email, or other authorized modes of communication to ensure student participation and engagement.
- Teachers will respond within 24 hours of a parent or student inquiry/communication
- Provide timely feedback on student work.

Principal Expectations

- Ensure clear and timely communication of expectations and decisions.
- Provide the necessary support and resources to ensure the social-emotional supports for all students, staff, and families.
- Differentiate support for educators, students, and families.
- Communication from school will primarily occur through the school website and Facebook pages, Robo call as well as email distribution lists.

SPECIAL SERVICES

- Special services meetings and other family meetings may continue to be held virtually based on the ability of the school to provide space that ensures appropriate social distancing requirements are met.
- Students who have chronic medical conditions will have their individual situation assessed by the school nurse. Health Care Plans, Individualized Plans (IEPs), 504 Plans and other relevant documentation will be reviewed. School will contact the student's parents/guardians as well as the student's physician, if needed.
- For students with IEPs, the child's IEP team will meet to determine the nature, extent, and service delivery model.
- ACEC employees working with students who require instruction or related services that involve hands-on work or other interventions in close proximity may wear personal protective equipment (PPE) in order to keep themselves and the students safe. This includes gloves, masks and/or face shields.
- Evaluations that were unable to be completed due to the need for in-person testing will be completed as quickly as possible.

HEALTH AND SAFETY

When Someone is Sick

- Any individual who shows any signs or symptoms of illness must stay home.
- Students will not be penalized for missing school and are encouraged to stay home when they are not feeling well.
- Parents are encouraged to contact their school nurse if their child is home ill with any symptoms suggestive of COVID-19. Individuals should not return to school unless they are fever free for 24 hours without fever-reducing medication.
- Students and employees with any of the following symptoms of COVID-19 must remain home:
 - Cough
 - Fatigue
 - Fever or chills
 - Headache
 - Known close contact with a person who has been diagnosed with COVID-19
 - Measured temperature of 100.4 degrees Fahrenheit or greater
 - Nausea or vomiting
 - New loss of taste or smell
 - Shortness of breath or difficulty breathing
 - or Sore throat.
- Any student or employee who begins to exhibit COVID-19 like symptoms must report to the school nurse immediately.
- Isolation rooms have been identified in all schools for individuals demonstrating COVID-19 symptoms.
- The school nurse will assess the student and call a family member when it is appropriate to request that the child be picked up immediately.
- If a student or employee has symptoms of COVID-19 and has had a test, they should rest at home and not come to school until they receive their results.

CASES OF COVID-19

If Someone Tests Positive for COVID-19

- Any individual who tests positive for COVID-19 or who shows any signs or symptoms of illness must stay home to recover and protect others from getting sick.
- The Vermont Department of Health (VDH) is notified whenever someone tests positive for COVID-19 in Vermont.
- The VDH will call their school or workplace to follow up with next steps. Individuals should not return to school for 10 days after symptoms first appear.
- Individuals must also be fever free for 72 hours, without the use of fever-reducing medications.
- People who have had close contact with someone who tested positive for COVID-19 must isolate at home and monitor symptoms for 14 days.
- Close contact is defined as "any individual who has been closer than 6 feet for more than 15 minutes."
- If an employee or student notifies ASD that they have tested positive, ASD will contact the VDH and follow its guidance for quarantine requirements and the potential closure of a school.
- The state does not require complete school closure due to a positive COVID-19 test. However, entire classrooms, building wings, and/or bus routes may be impacted. Decisions about closures will be made based on guidance from the AOE.

All areas used by an ill person will be closed off and not used until after cleaning and disinfecting.

When necessary and deemed appropriate, the district will communicate with staff and families to provide general information about the situation. However, information released will be limited as it is critical to maintain confidentiality.

- Students or employees returning from illness related to COVID-19 will be required to check in with the school nurse.

CASES OF COVID-19

Quarantine Situations

- If an individual student is required to quarantine, they will be provided the option to transition into remote learning, if physically able, and those days will not be counted as absences.
- If a classroom or multiple classrooms are required to quarantine due to a positive test, impacted students will transition into remote learning during the quarantine period. If a student is physically able to participate, those days will not be counted as absences.