



# School Opening Plan 2020-2021

School Committee Meeting, August 7, 2020

# Agenda

“Man Plans. God Laughs.” - Yiddish Proverb

- Working Groups
- Timeline to date
- Various models and operational considerations
- Recommended Plan
- Cohorts/Remote Learning
- Health Protocols
- Hot Topics
- Next Steps

# District-wide Working Groups

**Health and Safety:** Facilitated by Patricia Smith, Director of Health Services

**Committee Members:** Nancy Funder (Hanover Public Health Nurse) Joelle Casey, Rosalind Davis, Maura Dowling, and Carol Krall (HPS Nurses), Fred Freeman (Hanover Fire Dept.), Dr. David Irons (Pediatrician/Parent), Kelly Lawrence (FACE), Joel Barrett (HMS Assistant Principal/Parent), Ellen McLaughlin (Cedar Assistant Principal), Dr. Jon Jolles (Hanover School Physician), Susan Egan (Counseling), Mary Ann Johnson, Grade 3 Teacher, Matt McGarry, Grade 8 Teacher, Ann Coates, Social Studies Teacher,/HTA President, Laura Collins English Teacher, Libby Corbo School Committee/Parent, Brenda Pierotti (Parent, nurse/EMT/teacher from another district), Katie Driscoll (Parent)

# Working Groups

**Facilities and Operations:** Facilitated by Tom Raab, Asst. Superintendent for Business and Finance

Committee Members: Matt Paquette, Dan Birolini, Jane DeGrenier, Mike Oates (HPS Principals), Victor Diniak (DPW/Facilities Director), Bob Murray (Town Engineer), Alan Peterson (Facilities Supervisor), Chris Coviello (Custodian Supervisor), Jason Hook (Custodian), Tricia Smith (Director of Health Services), Kelly Lawrence (FACE), Lynn Petrowski (Food Services Director), John Geary (School Committee/Parent), Nora Wright (Cedar School Council Member/Center Parent), Allison Taylor (SEPAC, Center Parent), Stacie McDonough (Center Parent)

# Working Groups

**Transportation:** Facilitated by Tom Raab, Asst. Superintendent for Business and Finance

Committee Members: Keith Guyette (Director of Student Services), Steve Ingle (Owner/Operator of Ingle Bus Company), Maura Dowling (Cedar Nurse), Russ Wilson (Center Asst. Principal), Officer John Voekel and Sgt. Tim Kane (Hanover P.D.), Kathy Chandler (Kindergarten Teacher), Kristen Gokey (Cedar Administrative Assistant), Ruth Lynch (School Committee), Nicole Israel (Cedar and Center Parent), Jill Livermore (SEPAAC and HMS Parent), Chrissy Hoadley (Cedar Parent)

**Personnel and staffing:** Facilitated by Matt Ferron, Superintendent

Committee Members: Tom Raab, Debbie St. Ives, Keith Guyette (District Leadership Team), Patricia Smith (Director of Health Services), Matt Paquette, Dan Birolini, Jane DeGrenier, and Mike Oates (HPS Principals), Leah Miller (School Committee/Parent)

# Working Groups

**Technology:** Facilitated by Matt Plummer, Curriculum Director

Committee Members: Thomas Raab (Assistant Superintendent), Karen Waters, Matt Suckow, Tom Nee, Brian Converse, and Pam Manning (HPS Technology Dept.), Cooper Naylor (HMS Technology Teacher), Kelly Stukenborg (HHS Assistant Principal), Steve Lovell (Center Teacher), Pete Miraglia (School Committee/Parent)

**FACE and Child Care:** Facilitated by Kelly Lawrence, Director of Family and Community Engagement , currently Kelly Lawrence is on all building and Health/Safety teams and working within the school district/teams..

**Athletics and Fitness:** Facilitated by Scott Hutchison, Athletic Director, Scope and participants TBD

# Working Groups

## Building-based Teams

**Cedar Building-based Team:** Mike Oates (Principal), Ellen McLaughlin (Assistant Principal), Jess Busa (Special Education), Keith Guyette (Student Services Director), Debbie St. Ives (Assistant Superintendent), Pattie Kinasewich (Kindergarten Teacher), Terry Langton (Physical Education), Sarah Kelser (Counseling), Jillian Beers (BCBA), Nicole Craven (Parent), Mary Herbert (Special Education Teacher), Jamie Edgerly (Support Staff), Christine Rodday (School Council Member/Parent), Katie Davis (SEPAC member/Parent), Andrea Monteith (English Language Teacher), Kelly Lawrence (FACE), Maura Dowling (Nurse), Carol Rodday (Administrative Assistant), Ellen Burns (Reading Teacher)

**Center Building-based Team:** Jane DeGrenier (Principal), Russ Wilson (Assistant Principal), Donna Hilary (Special Education Administrator), Debbie St. Ives (Assistant Superintendent), Kerri Kearns (Second Grade Teacher), Cheryl Tavares (Third Grade Teacher), Andy Schreiber (Special Education Teacher), Amy Madden (Counseling), Jill Joy (Second Grade Teacher), Maura Donahue (Third Grade Teacher), Jessica Britt (Parent), Dustin Lindsey (Music Teacher), Christa Monahan (I.T. Specialist), Ellen Michaels (Support Staff), John Galluzzo (School Council Member/Parent), Kate Sullivan (SEPAC/Parent), Adriana Mason (SEPAC/Parent), Kelly Lawrence (FACE)

# Working Groups

**HMS Building- based Team:** Dan Birolini (Principal), Joel Barrett (Assistant Principal), Stephanie Murphy (Special Education Administrator), Debbie St. Ives (Assistant Superintendent), Martha Stamper (8th Grade Teacher), Jenn Foss (6th Grade Teacher), Tom Hogan (Fifth Grade Teacher/HTA Vice President), Meghan Callahan (Counseling), Nancy Dutton and Gene Reiber (Academic Coaches), Suzanne Clasby (Physical Education) Sarah Nantel (8th Grade Teacher) Taryn Guy (Parent), Nina Olson (Special Education Teacher), Diane King (SEPAC/Parent), Jackie Porro (School Council Member/Parent), Kelly Lawrence (FACE)

**HHS Building-based Team:** Matt Paquette (Principal), Matt Plummer (Curriculum Director), Kelly Stukenborg (Assistant Principal), Keri Morrison (Special Education Administrator), Debbie St. Ives (Assistant Superintendent), Renee Parry (Science Teacher/Parent), Elaine Thompson (Math Teacher), Melanie Pavao (English Teacher), Stacey Pereira (Business Teacher), Brian Ciccolo (Technology Teacher/Parent), Ann Coates (Social Studies Teacher/HTA President), Lori Campbell (Special Education Teacher), Chrisann Merrick and Korri Byron (Counseling), Matt Harden (Music/Band), Danielle & Warren Boutin (Parents), Kathy Gallagher (Administrative Assistant), Sandi Leitao (School Council Member/Parent), Diane DiTullio, (SEPAC member/Parent), Deb Iaquinto (English Language Teacher), Kelly Lawrence (FACE)



# Timeline

- June, July, August DESE Guidance (ongoing)
- June, July, August Parent Surveys/Feedback
- July, August ... Working Groups
- July 31, 2020 Feasibility Study to DESE
- Ongoing Finalizing Negotiations with HTA
- August 7, 2020 School Committee Vote on Model
- August 10, 2020 Preferred Plan to DESE

# Various Models: Feasibility

- **Full In-Person** - all students are in-person learning
- **Full Remote** - all students are remote learning
- **Hybrid Models** - a combination of in-person learning & remote learning
  - **Week On / Week Off** - cohorts alternate between in-person & remote each week
  - **Half Days** - morning in-person / afternoon remote and vice versa
  - **Split Weeks** - each cohort in-person 2-3 days and remote 2-3 days per week
  - **Grade Level** - PK to 4 in-person 4 days; 5 to 12 in-person 1 day / remote 4 days

# Operational Factors

- Health and Safety/Operations:
  - Building capacity: six feet of social distancing in classrooms, classroom space and total number of classrooms, and student movement logistics
  - Transportation safety, capacity and state regulations
  - Cleaning schedule and capacity to maintain safe physical space
- Finance and Human Resources:
  - Managing budget reductions
  - CARES for Covid expenses
  - Budget limitations for adding staff<sup>11</sup>, busses, and other resources
  - Uncertainty of state and federal funding to support additional needs

# Recommended Hybrid Model

## Split Week, Wednesdays Remote for All

- Cohorts A and B are in-person 2 days per week. Students in grades 2-12 will be placed into cohorts A or B, unless otherwise designated per DESE guidelines
- Cohort C is in-person 4 days per week reserved for students in substantially separate programs as well as Pre Kindergarten, Kindergarten, and Grade 1 at Cedar.
- Cohort D is always remote: Virtual Academy

	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	In-Person	In-Person	Remote Learning: Teachers PD in the afternoon	Remote	Remote
Cohort B	Remote	Remote		In-Person	In-Person
Cohort C	In-Person	In-Person		In-Person	In-Person
Cohort D	Remote	Remote		Remote	Remote

# Remote Learning Expectations

Across all grades and disciplines, the complicated job of educating comes down to a single necessity – students must actually learn.

- We will have a five-day learning loop and instruction that will guarantee learning for every Hanover student regardless of the unpredictable course of Covid-19.
- Five instructional modes will be placed on the five-day learning loop all anchored by a Clear Weekly Learning Plan and set schedule:
  - a. Teacher's instruction and connection: spoken explanation lecture and clear content delivery
  - b. Learning via print / video sources: the text of a well-scripted speech to study semantics, a slideshow of impressionist paintings with art history notes, Khan Academy paired with textbook graphs and practice problems
  - c. Independent by nature learning: reading books, writing personal narratives in essays, creating murals and models, Creation of slideshows and videotape speeches
  - d. Collaboration on the content: Peer Zooms to solve math problems, project-based learning, in-class discussion on lecture content

# Remote Learning Expectations

- Students will follow a set schedule and meet the DESE time on learning requirements
- Attendance and participation will be mandatory, monitored daily, and will be a requirement for grading and promotion
- Assignments, tests, and assessments will be aligned with state standards and will “count” - there will be the expectation that students will be accountable for work completion
- Online behavior will be monitored, and administrators will hold students accountable for appropriate behavior including and especially related to technology
- Students are expected to have a designated appropriate work station when participating in live on-line learning
- Appropriate dress is required as dictated by the school handbook
- Any student technology needs please contact building principals

# Cohort A and B Determination

- Priorities:
  - Keep siblings/households in same cohort
  - Balance class size at each grade level and honor strategic placement wherever possible
  - Manage transportation capacity
  - Evaluate and adjust for student support services
- Cohort Selection Considerations: **Multiple Options Under Review**
  - Alphabetical Split
  - Geographical Split
  - Scheduling/Student Needs
  - Placement by Monday, August 31st for Cohorts A and B

## Cohort C: High Needs Cohort

- According to the most recent Massachusetts Department of Elementary and Secondary Education guidance, **students with significant and complex needs**, as well as all preschool children, will be prioritized for full in-person instruction: this is not for all students with an IEP
- Students in our substantially separate programs are included in this cohort with parent approval
- English language learners are included in this cohort with parent approval
- Principals and special education administrators will work with teachers and parents on scheduling options for in person C grid services (during remote learning days) where possible with the health and safety of all students and staff as the priority
- We will be working with SEPAC to schedule times for parent forums over the next several weeks.



## Cohort D: Virtual Academy

- Approximately 10% of HPS students indicated an interest in an exclusive remote learning model for health related, family, and personal reasons
- In this self-selected model, students will experience all of their instruction at home using a variety of resources working with designated teachers, interactive technology, DESE approved learning platforms, and resources to support this cohort. This model will create consistency for students and teachers without shifting between remote and in-person learning
- Virtual Academy programming will be guided by the grade level of the students and total enrollment at each level
- Formal enrollment will take place during the week of August 17th

# Closure, Quarantine, and Testing

- Awaiting MA guidance on “triggers” for school closure at the state, county, and district level
- Working with HPS Health Services, Hanover BOH, Hanover HFD, and other public health experts to finalize an infection control, protocol manual, and process
- Working with BOH and HFD on Covid testing protocols for staff and students

# Hot Topics

- Sports
- Allergies
- ½ day Tuesday on pause
- Counseling and student support
- Masks
- Food Service
- FACE and before and after school care

## Next Steps

- Finalize agreement with the Hanover Teachers' Association
- Submit final plan to DESE and post on our website (next week)
- Town Hall meeting: Monday, August 17th
- Building based Town Hall meetings: Week of August 17th
- Virtual Academy Enrollment and Transportation Election Deadline: Friday, August 21st
- Finalize A/B cohorts and notifications to families: Monday, August 31st
- Ongoing updates to community regarding logistics, health and safety protocols/procedures, and school opening procedures

# Feedback Forum

Please share questions and feedback for the School Committee and School Administration via this email address:

[reopenhps@hanoverschools.org](mailto:reopenhps@hanoverschools.org)

Questions will be categorized and addressed at the Town Hall meetings during the week of August 17th. For student specific questions, please contact your child's building principal.