Spring-Ford Area School District
Phased Reopening Overview

Board of School Directors Work Session
July 13, 2020

Governor's Phase designation of Montgomery County will identify which phase Spring-Ford Area School District is in:

RED PHASE

YELLOW PHASE

GREEN PHASE

Pandemic Coordination Team

- Leadership Team
- Sub-Committee Planning Teams
- Advisory Teams

Three Sub Committees

1. **Red Committee: All Students Online**

2. **Yellow Committee: Hybrid Model (Part in School; Part Online)**

3. **Green Committee: Students Return to School**

SPRING-FORD CYBER LEARNING

- ✓In addition to the Red, Yellow and Green Phases
- ✓Separate Full-Cyber option for families to participate in regardless which phase the district is in
- ✓Details will be shared *after* reviewing the Phased Reopening Plans

Red Committee: All Students Online

- **Chair**: Kelly Murray
- **Committee Members**: The committee consists of 24 members including Principals, Elementary and Secondary Teachers, Special Education, ELD, HR Dept., Technology Dept., Communications Dept., Instructional Coaches and Curriculum Supervisor
- **Goal:** Reflect on the current practices of online learning and identify areas to improve for implementation in the fall.
- **Options**: Full Cyber for All Students; In-District Cyber option for students whose families are not ready to send students back if buildings were to open.
- **Areas of Focus:**
  - Instructional Resources
  - Instructional Practices and Procedures (ex: Live Instruction)
  - Social Emotional Learning

✓ Presented at the June 22nd School Board Business Meeting

Outline of Plan and Procedures

Survey sent to Parents/Guardians, Students and Staff to gather feedback

- Top Challenges (Students):
  - Time Management
  - Technical Problems
  - Internet Connectivity
  - Shared Devices
  - Missing Friends/Classmates
- Top Challenges (Parents/Guardians)
  - Motivating my child to complete work (Primarily Elementary only)
  - Balancing my own work with helping my child (Elementary and Middle School only)
- Trends to be addressed include:
  - Live interactions with teachers and peers
  - Live Lessons vs. Recorded Lessons (Discrepancy between student and parent/guardian feedback!)
  - Organization and consistency
  - How feedback is given to students and grading practices
  - Socialization and peer-to-peer interaction
  - Social Emotional Supports
  - Special Education services
  - Technology/Device Access

✓ Presented at the June 22nd School Board Business Meeting

Updated Instructional Continuation Plan

- Instructional Continuation Plan is the document created in March to guide online learning during school closures.
- Upon completion, the plan will be posted on the district website.
- Designed to be activated at any point in time, as needed.

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Learning Management System (LMS)

What is a Learning Management System?

- Cloud Based platform that expands the educational experience by providing tools to enhance instruction in a digital learning environment.
  - May be used as a supplement to "in-person" instruction
  - May be used to manage and deliver content in a full-cyber model
- Google Classroom is a partial LMS, but does not have the full features of a "*true* LMS."

Learning Management System (LMS)

Why Switch?

- Planned to changes LMS platforms for the 2021-2022 school year
- Improved course design and organization; Streamlined appearance for enhanced organization for both students and teachers
- Tools embedded within the platform such as video recording tools (for both the teacher and students)
- Improved ability to track what students have completed/not completed for the teacher, student and parents.
- Ability to provide more meaningful feedback to students
- Improved ability to differentiate instruction as needed
- Direct connection on the backend to Skyward (Student Information System)
- Improved ability to understand how students are doing
    - Only 22% of teachers reported that they were adequately able to "check for student understanding" in the spring
    - 53% reporting that they needed better ways to assess students. (For the purposes of designing instruction at the correct level of difficulty and responding to needs)
- Google would not go away. G Suite can be embedded within the LMS.
- LMS can, and should, be used as part of a traditional classroom; Shift to "red-phase" will become significantly smoother

LMS Recommendation: Canvas Instructure

Why Canvas?

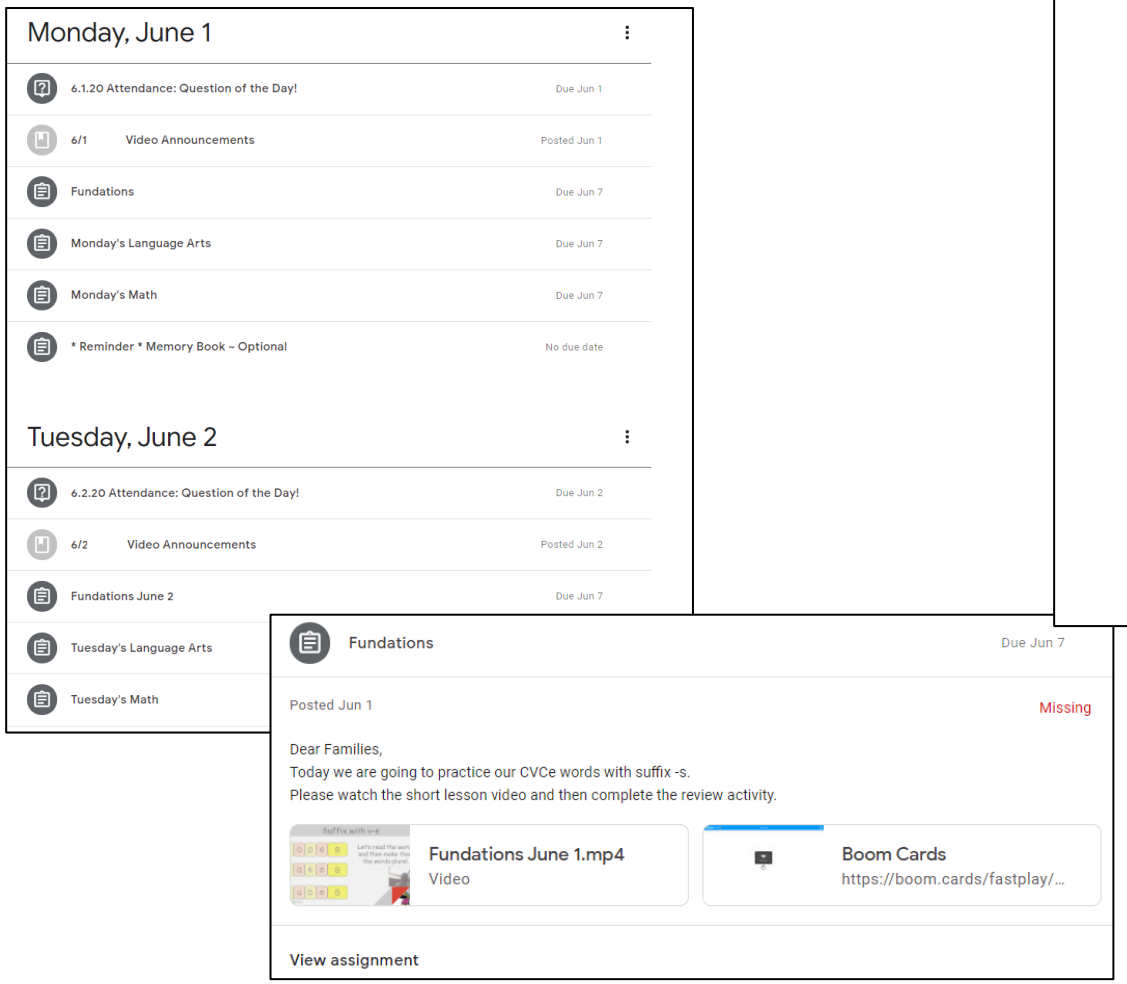
- 70% of the committee ranked Canvas as the #1 platform over Schoology (#2) and Google Classroom (#3).
- Only 12% of those who reviewed the platforms ranked Google Classroom as the #1 choice.

Supports

- Digital library and sharing features to create online learning communities
- Most robust platform with regard to:
  - Ease of use
  - Visual Appeal (lesson design and structure templates allow for consistent views)
  - Video recording abilities for staff and students embedded
  - Grading and Assessment abilities
  - Embed Virtual Spaces within course (Ex: Zoom)
  - Ability to create differentiated lessons and assign to small groups as needed
  - Connection to Skyward
- Professional Development
- 24/7 In-House Support for staff and families

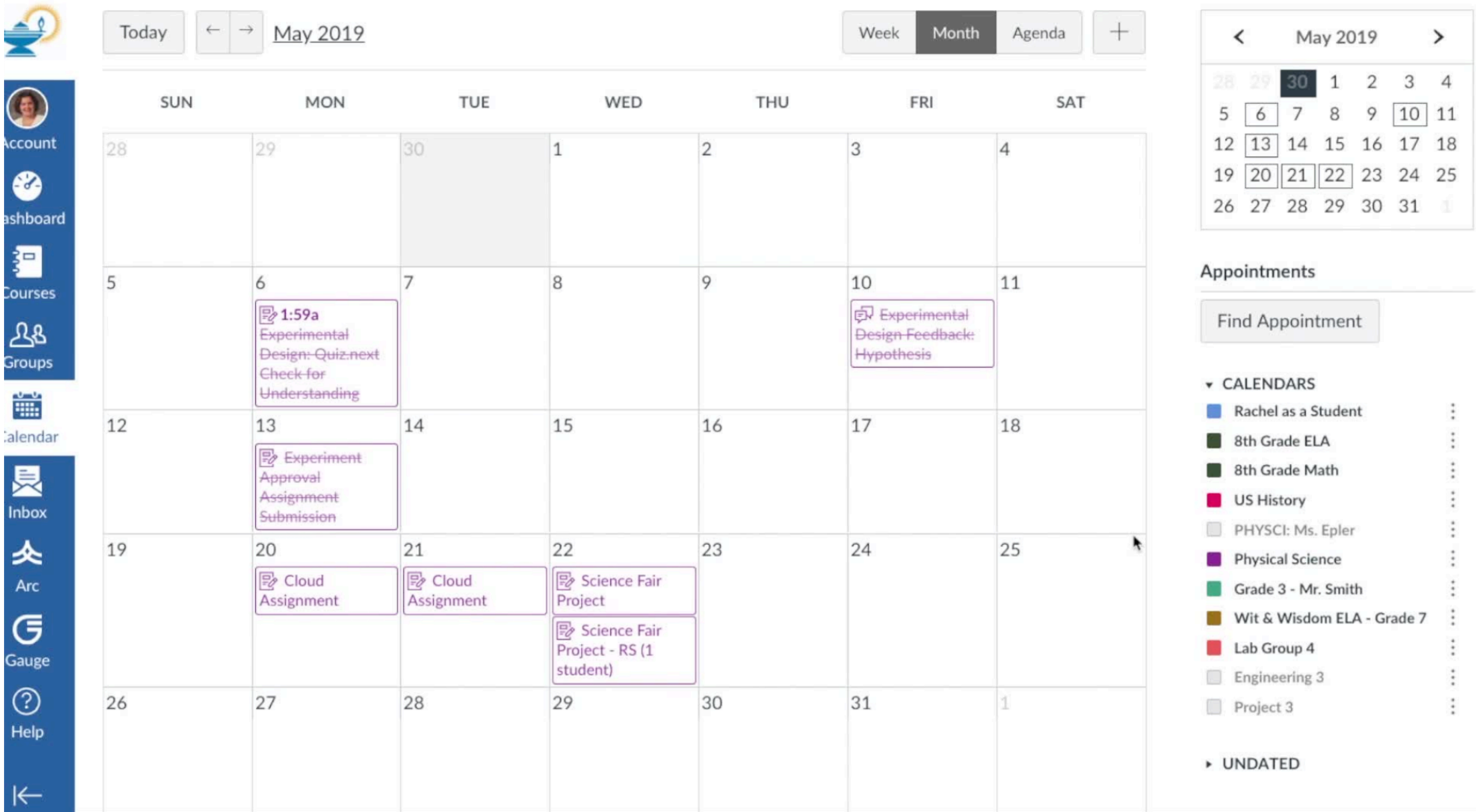
Side By Side Comparison

Google Classroom

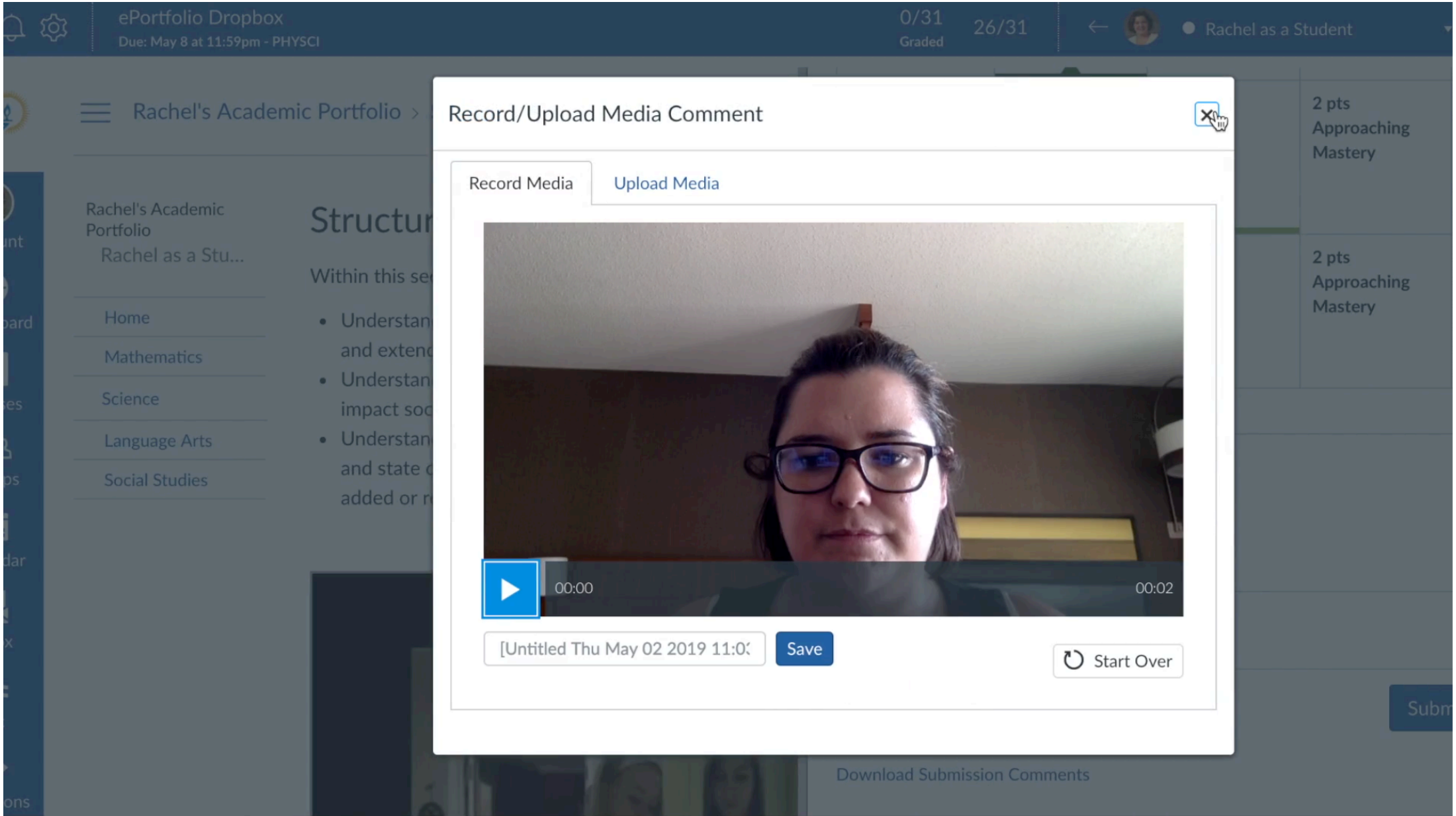


Canvas

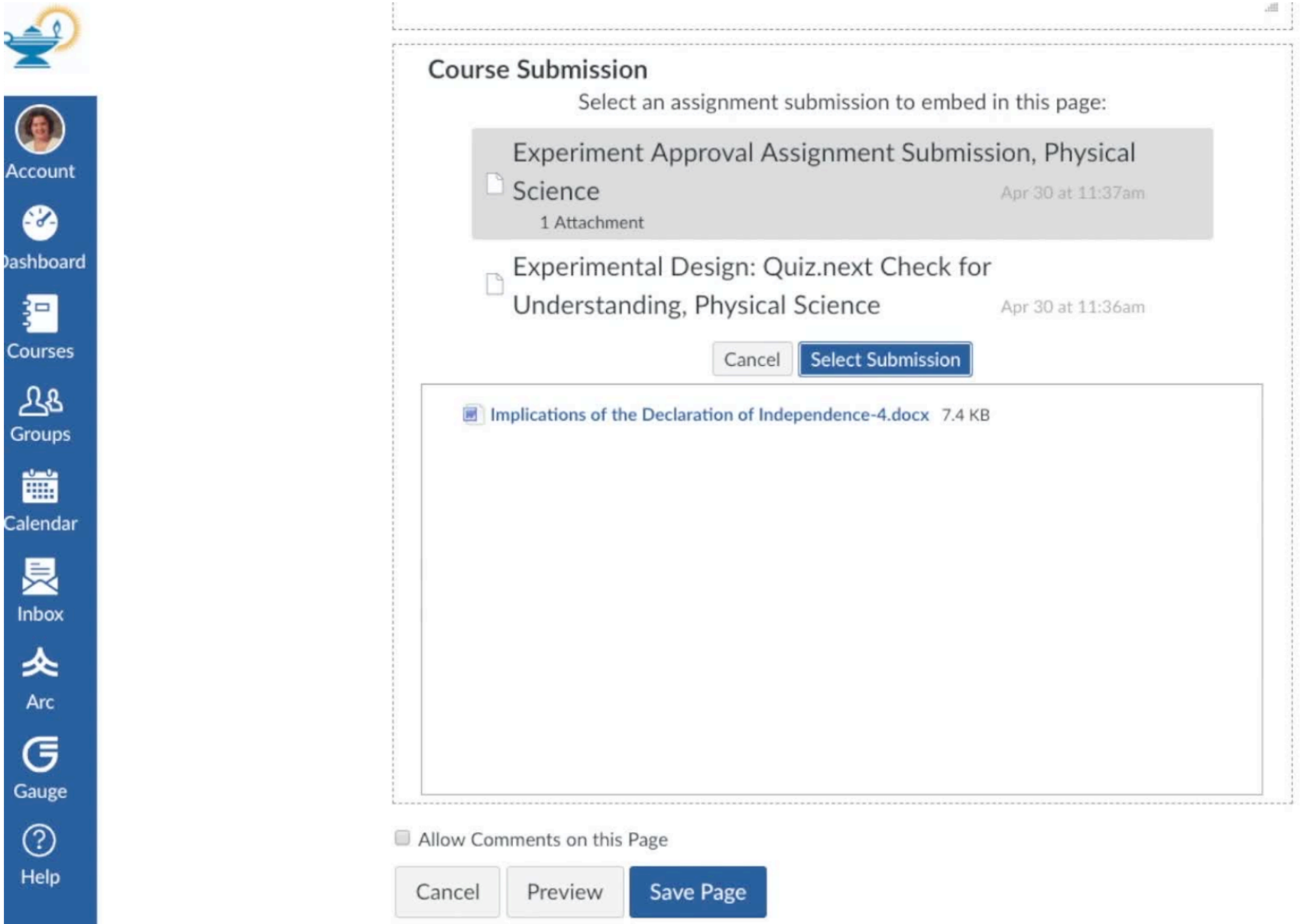
Canvas Instructure: Parents



Canvas Instructure: Teachers



Canvas Instructure: Students



Professional Development

Goal: To ensure that all stakeholders - students, parents, teachers, building administrators, central administration- feel supported in the transition to Canvas and feel confident in the use of the tool to provide high-quality education in 2020-2021 and beyond.

Established Implementation Plan:

1. Vision (Timeline: July 2020)
   - *Identify their vision for Canvas use and determine what success looks like for Canvas use.*
2. Initial Training and Engagement Plan (Timeline: July and August 2020)
   - ***Teacher**: Growing with Canvas Course*
   - ***Student**: Passport to Canvas Course*
   - ***Parents**/Guardians: Parent/Student Orientation Course*
3. Continuation of Training and PD (Timeline: Sept. 2020-June 2021)
4. Assess (Timeline: June 2021)

Professional Development

"Flex-Time" Teacher Professional Development

- August: Offer 6 Hours of Professional Development
  - "Growing with Canvas" Course
  - Teachers can work at their own pace throughout August
- Option to replace May 18, 2021 Professional Development Day

Revised Daily Schedule: Increase Synchronous Instruction

Goal:

- Increase the opportunity for students to engage in synchronous live instruction during school closures
- Maintain flexibility for families and staff
- Provide structure and support with time management

Revised Daily Schedule: Increase Synchronous Instruction

AM Kindergarten	
9:00-10:00	Morning Meeting & ELA Two 20-30 Minute Rotations *(Live-via zoom or Microsoft Teams)* Teacher Instruction/Independent Work (Posted on Canvas) Small Group Meeting/Instruction *(Live-via zoom or Microsoft Teams)*
10:05-10:25	Specials
10:30-11:30	Math Instruction Two 20-30 Minute Rotations *(Live-via zoom or Microsoft Teams)* Teacher Instruction/Independent Work (Posted on Canvas) Small Group Meeting/Instruction *(Live-via zoom or Microsoft Teams)*
PM Kindergarten	
1:00-2:00	Morning Meeting & ELA Two 20-30 Minute Rotations *(Live-via zoom or Microsoft Teams)* Teacher Instruction/Independent Work (Posted on Canvas) Small Group Meeting/Instruction *(Live-via zoom or Microsoft Teams)*
2:05-2:25	Specials
2:30-3:30	Math Instruction Two 20-30 Minute Rotations *(Live-via zoom or Microsoft Teams)* Teacher Instruction/Independent Work (Posted on Canvas) Small Group Meeting/Instruction *(Live-via zoom or Microsoft Teams)*

SAMPLE Elementary Grades 1-4 Schedule **Timeframes will vary by grade level**	
9:00-9:30	Morning Meeting *(Live-via zoom or Microsoft Teams)*
9:30-11:00	ELA Block Three 20-30 Minutes Live Instruction *(Live-via zoom or Microsoft Teams)* Reading Instruction (Teacher-Created Content on Canvas) ELA Guided Groups *(Live-via zoom or Microsoft Teams)* Independent Work (Canvas)
11:00-12:30	Lunch/Exercise
12:30-2:00	Math Block Three 20-30 Minutes Live Instruction *(Live-via zoom or Microsoft Teams)* Math Instruction (Teacher-Created Content on Canvas) Math Guided Groups *(Live-via zoom or Microsoft Teams)* Independent Work
2:00-2:30	Specials
2:30-3:00	Afternoon Check-In *(Live-via zoom or Microsoft Teams)*

Monday-Thursday: *daily schedule*
Friday*: Small Group Instruction and Office Hours*

Revised Daily Schedule: Increase Synchronous Instruction

5th and 6th Grade Daily Schedule	
9:00-10:30	Math 45 min./Science 45 min *(Live-via zoom or Teams)*
10:30-11:00	Enrichment/Guided Practice
11:00-12:00	Lunch/Planning time for teachers
12:15-1:45	ELA 45 min./Social Studies 45 min *(Live-via zoom or Teams)*
1:45-2:15	Enrichment/Guided Practice
2:30-3:00	Specials run on a 6-day cycle, one per day
3:00-4:00	Office Hours *(Live-via zoom or Teams)*

7th - 12th Grade
Live Instruction (via zoom or Teams)
**Students will be working on content Asynchronous on Canvas during times when live instruction is not occurring.*

Class Period	Monday	Tuesday	Wednesday	Thursday	Friday
Period 1	12:00 - 12:45		12:00 - 12:45		Office Hours/Small Group Instruction
Period 2	1:00 -1:45		1:00 -1:45		
Period 3	2:00 - 2:45		2:00 - 2:45		
Period 4		11:00-11:45		11:00-11:45	
Period 5		12:00-12:45		12:00-12:45	
Period 6		1:00-1:45		1:00-1:45	
Period 7		2:00-2:45		2:00-2:45	

Monday-Thursday: *daily schedule*
Friday*: Small Group Instruction and Office Hours*

Device Access

- **Grades 9-12**: District Devices will be deployed for every student as part of the Modernizing Learning Initiative. (2020-21 Budget)

- **Grades 7 & 8**: Convert laptops to Chromebooks and deploy for every student

- **Result**: District-deployed device for every student in grades 7-12

K-8 Device Options

Recommendation to Purchase Chromebooks for each student

- Estimated Cost: $1,200,000

Why is this necessary?

- If the goal is to be able to increase fluidity of moving in and out of phases, each student having a device is paramount.
- The Red Phase model drastically increases the synchronous instruction for students, increasing the demand for devices in our households.
- Families reported on the survey that technology was a barrier in the spring. This will increase with the increased instructional demands.
- Cyber charter schools are successful because they ensure a device for every student.
- Device access was already part of the Modernizing Learning Initiative; this plan would fast-forward the initiative
    - Spring-Ford Modernizing Learning: 5th and 6th grade device deployment by 2023 School Year (budgeted)

K-8 Device Options

Why is this necessary?

- 3,550 families in K-8 have a total of **5,189 students**
- 59% of K-8 students live in households with more than one child attending SFASD.
    - 1,194 families have 2 children (K-8)
    - 189 families have 3 children (K-8)
    - 21 families have 4 children (K-8)
    - 1 family has 5 children (K-8)

SAMPLE Elementary Grades 1-4 Schedule **Timeframes will vary by grade level**	
9:00-9:30	Morning Meeting *(Live-via zoom or Microsoft Teams)*
9:30-11:00	ELA Block Three 20-30 Minutes Live Instruction *(Live-via zoom or Microsoft Teams)* Reading Instruction (Teacher-Created Content on Canvas) ELA Guided Groups *(Live-via zoom or Microsoft Teams)* Independent Work (Canvas)
11:00-12:30	Lunch/Exercise
12:30-2:00	Math Block Three 20-30 Minutes Live Instruction *(Live-via zoom or Microsoft Teams)* Math Instruction (Teacher-Created Content on Canvas) Math Guided Groups *(Live-via zoom or Microsoft Teams)* Independent Work
2:00-2:30	Specials
2:30-3:00	Afternoon Check-In *(Live-via zoom or Microsoft Teams)*

Yellow Phase: Hybrid Model

Chair: Heidi Rochlin

Committee Members: The committee consists of Principals, Teachers (at every level who represent both core and encore areas), Special Education Supervisors, ELD, Instructional Coaches, and Nurses.

Goal: The goal of the YELLOW phase committee was to safely facilitate as much face-to-face instruction as possible, while working within recommended health and safety guidelines.

Updates: The last time we met we presented:

- *K-4: face-to-face everyday, split the population in ½, run AM/PM sessions*
- *5-12: possible A/B, ½ day, or virtual options*

Guidance changed, planning changed… Creativity, patience, flexibility!

Presented at the June 22nd School Board Business Meeting

Yellow Phase Schedule

K- 12 Students will be divided into two attendance groups: Blue and Gold

- **BLUE** group attends on Monday and Thursday
- **GOLD** group attends on Tuesday and Friday
- All students would engage in Online Learning via Canvas on Wednesday

Yellow Phase Schedule

Week 1

***NOTE: These are sample weeks only. Cycle days will follow the usual calendar depending on when a yellow phase is put into effect. The week DOES NOT have to start on a Monday as a day 1.**

Monday (Day 1)	Tuesday (Day 2)	Wednesday (Day 3)	Thursday (Day 4)	Friday (Day 5)
BLUE Group attends in person	GOLD Group attends in person	All students engage in online learning (Canvas).	BLUE Group attends in person	GOLD Group attends in person
GOLD Group engages in online learning (Canvas)	BLUE Group engages in online learning (Canvas)		GOLD Group engages in online learning (Canvas)	BLUE Group engages in online learning (Canvas)

Week 2

Monday (Day 6)	Tuesday (Day 1)	Wednesday (Day 2)	Thursday (Day 3)	Friday (Day 4)
BLUE Group attends in person	GOLD Group attends in person	All students engage in online learning (Canvas).	BLUE Group attends in person	GOLD Group attends in person
GOLD Group engages in online learning (Canvas)	BLUE Group engages in online learning (Canvas)		GOLD Group engages in online learning (Canvas)	BLUE Group engages in online learning (Canvas)

Why we are proposing this model

- Per CDC guidance, and PDE guidance, in a yellow phase we need to make adjustments to our schedule to facilitate appropriate social distancing. By breaking our student population in half, we facilitate that social distancing.

- The goal of the YELLOW phase committee was to safely facilitate as much face-to-face instruction as possible, while working within recommended health and safety guidelines. The health, safety, and well-being of staff and students is paramount to this group's planning efforts.

Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement	Action Steps: Yellow and Green Phases
Guidelines for hygiene practices for students and staff which include the manner and frequency of hand-washing and other best practices.	Stay home when sick. Hands should be washed regularly. Handwashing should include the use of regular soap and water for a minimum of 20 seconds. If soap is not immediately available, use hand sanitizer with 60% alcohol content or greater. Avoid touching your eyes, nose, and mouth with unwashed hands.
Guidelines on the use of face coverings (masks or face shields) by all staff.	All staff will be required to wear face coverings when entering and exiting school buildings, moving throughout the school buildings and when social distancing of 6ft can not be adhered to.
Guidelines on the use of face coverings (masks for face shields) for older students as appropriate.	Students will wear face covering upon entering and exiting school buildings, on school buses and when moving throughout the school building. Per Governor Wolf's new order, all individuals and children over 2yrs old are required to wear face coverings while in school buildings. Schools may allow students to remove their face coverings when students are: 1. Eating or drinking when spaced at least 6 feet apart; 2. Seated at desks or assigned work spaces at least 6 feet apart; or 3. Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.).

Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement	Action Steps: Yellow & Green Phase
Expectations for the posting of signs in highly visible locations, that promote everyday protective measures and how to stop the spread of germs.	• Signs will be posted on all exterior doors requiring individuals to wear a mask or facial covering. • Signs will be posted throughout buildings to promote healthy practices • Social Distancing spacing signs will be place on floors as necessary
Procedures for cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e. restrooms, hallways, and transportation.	• SFASD will utilize EPA approved disinfectants against COVID-19. • All frequently touched surfaces will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • All classrooms will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • All bathrooms and locker rooms will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • Day custodians will sanitize high touch areas at least once during the school day. • Disinfecting wipes will be provided to all occupied areas in each building. • Hand sanitizing stations will be installed in every classroom, building primary entrances and office areas. • All drinking fountains will shut off. Bottle fillers will be in use where applicable. • HVAC will follow ASHRAE Reopening of Schools recommendations 2020

Social Distancing and Other Safety Protocols

Requirement	Action Steps: Yellow Phase
Protocols for distancing student desks/seating and other social distancing practices classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day to the maximum extent feasible.	All unnecessary furniture will be removed from classrooms to facilitate more space (minimum 6 ft) for social distancing. All student desks will be oriented to face the front of the classroom, and student seating will be staggered.
Procedures for restricting the use of cafeterias and serving meals in classrooms	Student seating will be staggered to avoid sitting directly across from one another. Alternate spaces have been identified to provide more space for students to socially distance during lunch periods. Student groups in cafeterias will not exceed 250 students.
Methods of limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Students will attend on an A/B rotating schedule, with ½ the population present in school buildings at a given time. To the extent feasible, class sizes will be limited to 12-14 students. Students, to the extent feasible, will be self-contained in classrooms (K-6), and will practice safe social distancing, grades 7-12.

Social Distancing and Other Safety Protocols

Requirement	Action Steps: Yellow and Green Phase
Procedures to limit the sharing of materials among students	Student material sharing will be limited to the extent feasible. Student computers and other devices/materials will be wiped down in between uses if materials must be shared. Students will carry personal materials (i.e. pencils, crayons) to special area classes to minimize sharing (K-6).
Protocols for adjusting transportation schedules and practices to create social distance between students	Transportation schedules and routes will be adjusted to transport students at a rate of 24 students per bus, when feasible. Students will be seated one to a seat, will load the bus from back to front, and unload from front to back. Siblings will be allowed to share a seat. Face coverings will be worn at all times while on the bus.

Monitoring Student and Staff Health

Requirement	Action Steps: Yellow and Green Phase
Steps to protect students and staff at higher risk for severe illness	Families will be given the option to have students enroll in the Spring-Ford Cyber Learning at any point during the school year. Enrollment will remain flexible to facilitate the needs of higher risk students. Staff members identified as being at higher risk for severe illness may be given priority to fill online teaching positions. All students and staff will wear face coverings and practice social distancing to the maximum extent feasible.
Processes for monitoring students and staff for symptoms and history of exposure	Faculty and staff will be required to self-report and monitor temperature per school district guidance communicated through the HR department. Parents will be educated on signs and symptoms of COVID-19, and will be required to keep symptomatic students home from school. Seating charts in classrooms and cafeterias will be kept (to the extent feasible) to facilitate contact tracing.

Monitoring Student and Staff Health

Requirement	Action Steps: Yellow & Green Phase
Steps to take in relation to isolation or quarantine when a staff member, student or visitor becomes sick or demonstrates a history of exposure.	1. Nurse will assess/triage 2. If "symptomatic" the ill person will rest while monitored in isolation room until sent home for: - Temperature over 100.4 or chills - Fatigue - Headache - Sore throat - Nausea or Vomiting - Shortness of breath or difficulty breathing - Muscle or body ache - New loss of taste or smell - Congestion or runny nose - Diarrhea 3. Nurse notifies COVID Task Force 4. Communication sent to families of all persons in contact with symptomatic persons.
Guidelines for when an isolated or quarantined staff member, student, or visitor may return to school.	**To return to school after having suspected or diagnosed COVID symptoms students/staff must meet the following criteria:** 3 days with no fever (without fever-reducing medication) *and* Respiratory symptoms have improved (e.g. cough, shortness of breath) and 10 days since symptoms first appeared *OR* 3 days with no fever (without fever-reducing medication) *and* Respiratory symptoms have improved (e.g. cough, shortness of breath) *and* 2 negative COVID-19 test results in a row (24 hours apart) **To return to school after having close contact with someone diagnosed with COVID-19: (within 6 feet; longer than 15 min, per CDC)**14 days after exposure without any symptoms

Other Considerations for Students and Staff

Requirement	Action Steps: Yellow & Green Phase
Processes for identifying and restricting non-essential visitors and volunteers	Non-essential visitors and volunteers will not be permitted to enter the building.

All Students Return to School

Co-Chairs: Robert Hunter and David Boyer

Committee representation: Teachers, Principals, Nurses, Operations, Athletics and School Police, Transportation

Goal:

• To develop processes and protocols from established best practices specific to PPE, social distancing and logistics to support school opening. Open Face to Face School in the Fall with recommended social distancing and precautions accounted for – all students in school.

Areas of Focus

- PPE
- Social Distancing
- Student Logistics
- Disinfecting /Sanitizing
- Screening
- Emergency Response

Presented at the June 22nd School Board Business Meeting

Outline of Plan and Procedures

PDE Green Phase school opening requirements Version 1, June 3 2020

- Establish Pandemic Coordinator/Team
- Protect High Risk Students and Staff
- Isolate and Quarantine Symptomatic Students and Staff
- Post Signage
- Clean, Sanitize, Disinfect and Ventilate Facilities
- Safe Use of Cafeterias and Congregate Settings
- Establish Protocols for Sporting Activities, Phys Ed Class and Recess
- Train Faculty and Staff

Presented at the June 22nd School Board Business Meeting

What to Expect

- Parents will be required to self monitor their children for COVID symptoms 30 minutes prior to leaving for school
- Children will ride school buses on regular schedules and are required to wear face coverings the entire ride
- Face coverings will be required by all students in school buildings with the exception of eating lunch
- Desks in classrooms will be spaced so that students are 3 feet apart for social distancing

What to Expect

- Cafeteria lunch tables will have students in a staggered seating arrangement preventing anyone from sitting directly across from one another
- Schools with larger lunch periods will have expanded eating areas, students will be assigned to specific locations to keep group gatherings under 250 persons
- Hand sanitizer stations and disinfecting wipes will be provided in every classrooms and throughout school buildings
- Signage will be throughout all schools reminding building occupants of social distancing and hygiene practices

What to Expect

- Isolation/Quarantine rooms will be in every school for students/staff who become ill with COVID like symptoms while being monitored until they leave the building
- All School buildings will be cleaned and sanitized at the end of each school day. High touch areas will be sanitized once during the school day
- Extra curricular activities will continue to follow their approved COVID-19 Safety Plans
- Non-Essential visitors and volunteers will not be permitted to enter a school building without and appointment

Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement	Action Steps: Yellow and Green Phases
Guidelines for hygiene practices for students and staff which include the manner and frequency of hand-washing and other best practices.	Stay home when sick. Hands should be washed regularly. Handwashing should include the use of regular soap and water for a minimum of 20 seconds. If soap is not immediately available, use hand sanitizer with 60% alcohol content or greater. Avoid touching your eyes, nose, and mouth with unwashed hands.
Guidelines on the use of face coverings (masks or face shields) by all staff.	All staff will be required to wear face coverings when entering and exiting school buildings, moving throughout the school buildings and when social distancing of 6ft can not be adhered to.
Guidelines on the use of face coverings (masks for face shields) for older students as appropriate.	Students will wear face covering upon entering and exiting school buildings, on school buses and when moving throughout the school building. Per Governor Wolf's new order, all individuals and children over 2yrs old are required to wear face coverings while in school buildings. Schools may allow students to remove their face coverings when students are: 1. Eating or drinking when spaced at least 6 feet apart; 2. Seated at desks or assigned work spaces at least 6 feet apart; or 3. Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.).

Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement	Action Steps: Yellow & Green Phase
Expectations for the posting of signs in highly visible locations, that promote everyday protective measures and how to stop the spread of germs.	• District issued signs will be posted on all exterior doors requiring individuals to wear a mask or facial covering. • Signs will be posted throughout buildings to promote healthy practices • Social Distancing spacing signs will be place on floors as necessary
Procedures for cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e. restrooms, hallways, and transportation.	• SFASD will utilize EPA approved disinfectants against COVID-19. • All frequently touched surfaces will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • All classrooms will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • All bathrooms and locker rooms will be cleaned, sanitized & disinfected at least 1x/day 5 days per week per CDC Guidance. • Day custodians will sanitize high touch areas at least once during the school day. • Disinfecting wipes will be provided to all occupied areas in each building. • Hand sanitizing stations will be installed in every classroom, building primary entrances and office areas. • All drinking fountains will shut off. Bottle fillers will be in use where applicable. • HVAC will follow ASHRAE Reopening of Schools recommendations 2020

Social Distancing and Other Safety Protocols

Requirement	Action Steps: Green Phase
Protocols for distancing student desks/seating and other social distancing practices classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day to the maximum extent feasible.	All unnecessary furniture will be removed from classrooms to facilitate a minimum space of 3ft for social distancing. All student desks will be oriented to face the front of the classroom
Procedures for restricting the use of cafeterias and serving meals in classrooms	Student seating will be staggered to avoid sitting directly across from one another. Alternate spaces have been identified to provide more space for students to socially distance during lunch periods. Student groups in cafeterias will not exceed 250 students.
Methods of limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Desks will be spaced no less than 3ft apart in any classroom which would limit the number of individuals. To the extent feasible, interactions between groups of students will be limited.

Social Distancing and Other Safety Protocols

Requirement	Action Steps: Yellow and Green Phase
Procedures to limit the sharing of materials among students	Student material sharing will be limited to the extent feasible. Student computers and other devices/materials will be wiped down in between uses if materials must be shared. Students will carry personal materials (i.e. pencils, crayons) to special area classes to minimize sharing (K-6).
Protocols for adjusting transportation schedules and practices to create social distance between students	No schedule adjustment required. Students will load the bus from back to front, and unload from front to back. Siblings will be allowed to share a seat. Face coverings will be worn at all times while on the bus

Monitoring Student and Staff Health

Requirement	Action Steps: Yellow and Green Phase
Steps to protect students and staff at higher risk for severe illness	Families will be given the option to have students enroll in the Spring-Ford Cyber Learning at any point during the school year. Enrollment will remain flexible to facilitate the needs of higher risk students. Staff members identified as being at higher risk for severe illness may be given priority to fill online teaching positions. All students and staff will wear face coverings and practice social distancing to the maximum extent feasible.
Processes for monitoring students and staff for symptoms and history of exposure	Faculty and staff will be required to self-report and monitor temperature per school district guidance communicated through the HR department. Parents will monitor children at home 30 minutes before leaving for school. Parents will be educated on signs and symptoms of COVID-19, and will be required to keep symptomatic students home from school.

Monitoring Student and Staff Health

Requirement	Action Steps: Yellow & Green Phase
Steps to take in relation to isolation or quarantine when a staff member, student or visitor becomes sick or demonstrates a history of exposure.	1. Nurse will assess/triage 2. If "symptomatic" the ill person will rest while monitored in isolation room until sent home for: - Temperature over 100.4 or chills - Fatigue - Headache - Sore throat - Nausea or Vomiting - Shortness of breath or difficulty breathing - Muscle or body ache - New loss of taste or smell - Congestion or runny nose - Diarrhea 3. Nurse notifies COVID Task Force 4. Communication sent to families of all persons in contact with symptomatic persons.
Guidelines for when an isolated or quarantined staff member, student, or visitor may return to school.	**To return to school after having suspected or diagnosed COVID symptoms students/staff must meet the following criteria:** 3 days with no fever (without fever-reducing medication) *and* Respiratory symptoms have improved (e.g. cough, shortness of breath) and 10 days since symptoms first appeared *OR* 3 days with no fever (without fever-reducing medication) *and* Respiratory symptoms have improved (e.g. cough, shortness of breath) *and* 2 negative COVID-19 test results in a row (24 hours apart) **To return to school after having close contact with someone diagnosed with COVID-19: (within 6 feet; longer than 15 min, per CDC)**14 days after exposure without any symptoms

Other Considerations for Students and Staff

Requirement	Action Steps: Yellow & Green Phase
Processes for identifying and restricting non-essential visitors and volunteers	Non-essential visitors and volunteers will not be permitted to enter the building.

Protocols for Symptomatic Persons in School

1. Nurse will assess/triage at triage area
2. If 'symptomatic' ill person rests in the "isolation" room until sent home for:
    - Temperature over 100.4
    - Cough with general malaise
    - Vomiting/Diarrhea
    - Ongoing 'COVID Symptoms' per CDC
3. Nurse notifies family of ill person to remain home until (combination of the following):
    - Asymptomatic of cough/shortness of breath
    - No fever for 72 hours (without fever reducing medications)
    - At least 10 days have passed since onset of symptoms
    - 2 negative (24 hours apart) COVID-19 test results with no fever x 3 days
4. Nurse notifies COVID Task Force/Representative
5. Task Force notifies family of all persons in contact with symptomatic person at school
    - Classmates
    - Bus mates
    - Teacher(s)/Staff
6. Follow up over next few days to determine status/diagnosis of ill person by COVID Task Force

Protocols for Confirmed Positive

1. Communication with all contacts that they have been exposed to COVID-19
    - Classmates
    - Bus mates
    - Teacher(s)/Staff
    - Nurse(s)
2. Self-Quarantine of everyone exposed for 14 days (virtual classes required)
    - This could create a staff issue if nurse is exposed and must quarantine*
    - In hybrid-learning situation, only the students in school at same time as ill person must quarantine. However, teacher must quarantine, so these other students may need to remain home for virtual class as well.*
3. Emergency Sanitization
    - 24 hours AFTER exposure: Of all rooms/buses/hallways/isolation area
    - Change air filter in affected classroom?
4. Required reporting to health department by COVID Task Force

Projected Financial Impact

Recommended Use of Grant Funds Items	Red Only	Yellow Only	Green Only	All Phases Ready To Go	Notes**
LMS- Canvas				52,988	Red/Yellow Synchonized Instruction
LMS- Implementation Fees				11,000	Red/Yellow Synchonized Instruction
LMS- PD and Support				23,789	Red/Yellow Synchonized Instruction
Digital Content- Discovery Ed				16,000	Red/Yellow Synchonized Instruction
Seesaw				5,445	Red/Yellow Synchonized Instruction
Zoom				21,600	Red/Yellow Synchonized Instruction
Additional Chromebooks for 1:1 (409)				163,600	Red/Yellow Synchonized Instruction
COVID related Signage				8,000	Green/Yellow Supplies
Hand sanitizer dispensers, wipes, sprayers, etc.				210,575	Green/Yellow Supplies
ATP Cleaning validation testers (2)				3,496	Green/Yellow Supplies
Reception area sneeze guards				9,500	Green/Yellow Supplies
Storage Shippings Containers for Classroom Funiture		9,600	9,600	9,600	Green/Yellow Supplies
Additional Custodial Hours as needed (3,600)		95,472	95,472	95,472	Green/Yellow Supplies
PPE for District EEs including 40K Masks				33,462	Green/Yellow Supplies
ESY Supplies				18,897	Green/Yellow Supplies
Nursing Supplies				18,627	Green/Yellow Supplies
Scan thermometers				2,700	Green/Yellow Supplies
Clear face masks for hearing impaired instruction				2,400	Green/Yellow Supplies
Available Grant Funds:					
ESSER Grant				(249,059)	
PCCD Grant				(423,796)	
Title IIa Professional Development				(23,789)	
Recommended Use of Grant Funds Balance				10,507	

Additional Funds Required	Red Only	Yellow Only	Green Only	All Phases Ready To Go	Notes**
Laptop/N23 Conversions to Chromebook				100,000	Red/Yellow Synchonized Instruction
Additional Chromebooks for 1:1 (2,591)				1,036,400	Red/Yellow Synchonized Instruction
Student face masks		100,000	250,000	250,000	Green/Yellow Supplies
Healthcare professional quarantine monitors		426,500	533,000	479,750	Green/Yellow Supplies
Transportation Revenue - Subsidy Reduction	1,980,000	885,600	0	955,200	Avg estimate for in/out all phases
Transportation Expenses - Fuel	(450,000)	(96,000)	0	(182,000)	Avg estimate for in/out all phases
Food Services	TBD	TBD	TBD	TBD	Awaiting guidance from USDA
Unfunded Items (Grant Based Balance)				10,507	All Phases Ready to Go
Total Additional Funds Required	1,530,000	1,316,100	783,000	2,649,857	

***** Note:*** *All phases are ready to go with product on hand due to uncertainties in product availability and lead times, and state directives for reopening phase changes.*

SPRING-FORD CYBER LEARNING

Why Choose SFCL?

- Choose Spring-Ford
- Spring-Ford Diploma
- Spring-Ford Sports! And Arts! And Clubs! And Extracurricular!
- Stay connected to your community
- Smooth transition in and out of brick-and-mortar learning

SPRING-FORD CYBER LEARNING

SPRING-FORD CYBER LEARNING

Implementation Timeline

- **March 16, 2012** The School Board was presented with a plan to launch Spring-Ford Virtual Academy
- **Fall 2013** Spring-Ford First Academy opened to secondary students
- **September 30, 2019** House Bill 1897 of 2019 (School District Cyber Education Plan) introduced
  - Required to submit Cyber Education Plan by 11/1/2020
  - HB 1897 established an implementation date of Fall, 2021
- **October 9, 2019** Met with Kelly Murray and Bob Catalano to discuss the impact of HB 1897 and our current cyber program, Spring-Ford Virtual Academy
- **January 21, 2020** HB 1897 presented at House Education Committee hearing.
- **January 24, 2020** Met to further discuss options for an expanded SFVA
- **February 10, 2020** Curriculum and Technology Committee (Presented the idea of a cyber option)
- **February 27, 2020** Board Notes update about investigating a fully integrated cyber option

SPRING-FORD CYBER LEARNING

Target Audience 2020-2021 SY

- K-12 Spring-Ford Area School District students
- Current cyber students (replaces VLN)
- Families with COVID-19 concerns
- Students in the PAC room (replaces Apex)
- Consider reclaiming students currently in outside cyber schools (potential reduction of expense budget line for external cyber school costs currently $3MM/year)

SPRING-FORD CYBER LEARNING

Target Audience 2021-2022 SY

- All students
  - Create scheduling flexibility
  - Accommodate later start times
  - Experience online learning environment
  - Gradually bring students back from cyber experiences
- Summer school (replaces Educere)
  - Credit recovery
  - Credit advancement
- Expand SHS offerings (replaces VHS)
  - Requires more discussion to determine impact
- Provide a space for students engaging in SFCL

SPRING-FORD CYBER LEARNING

Target Audience 22-23 and Beyond

- Potential new revenue source: consider tuition- based enrollment for students outside of Spring-Ford
- Expand blended opportunities and increase scheduling flexibility
- Likely to be the next innovative educational initiative for our students to create personalized paths for each student

SPRING-FORD CYBER LEARNING

Why Now? Why a hastened timeline?

- Growing concerns over COVID-19 and returning to school
- Outside cyber schools targeting SFASD (and all public ed.) students potentially increasing SFASD expenditures ($13K/GE; $37K/SP)
- Increased tuition reimbursement costs for students attending outside cyber schools
- WE DON'T WANT TO LOSE OUR STUDENTS

SPRING-FORD CYBER LEARNING

Platforms Considered

- Accelerate Education
- Apex Learning
- Edgenuity/Compass (through Seneca Valley Outreach Partnership of Technology Consortium (SV-OPT))
- Virtual Learning Network (current SFVA vendor)

Platform Selected

Edgenuity/Compass

- Online learning designed week by week
- Customizations are available
- Lesson mastery reports
- 4 versions of each assessment available
- Rostering occurs without manual input
- LMS integration
- Variety of options available for courses and implementation (full cyber to partial content)
- Partnership with Seneca Valley School District who has been "in the business for many years (similar demographics to SFASD)
- Flexible COVID-19 pricing and enrollment

SPRING-FORD CYBER LEARNING

Staffing

Using existing SFASD highly-qualified staff

- Content area teachers with applicable certifications
- Potentially include instructional assistants to support higher needs
- Utilize a coordinator to facilitate SFCL programming
- Existing administrator to oversee program, attendance, and discipline

Technology
(on an as needed basis)

SPRING-FORD CYBER LEARNING

- Lenovo 500E, charger, stylus and case
- Kejeet data card
- 100 devices available with more to be ordered as needed
- **Note**: If the Phased Reopening Chromebook purchase approved, no additional devices needed

Professional Development

SPRING-FORD CYBER LEARNING

- 2 full days for SFCL teachers/coordinator
  - August and October
- Building and making minor adjustments to courses prepared by SV-OPT and aligned with Spring-Ford Program of Studies
- Ongoing webinars and support provided by SV-OPT

Potential Cost Savings

Item	Quantity	Per Unit	Total
General Education Tuition (projected/survey as of 3:30 7/13/20)	137	$13,188	$1,806,756
Special Education Tuition (projected/survey as of 3:30 7/13/20)	41	$36,936	$1,514,376
Potential cost of not doing:			**$3,321,132**
SV-OPT License fee COVID (101-250 students)	1	$17,875	$17,875
SV-OPT License fee REGULAR (26-50 students)	1	$25,493	$25,493
SV-OPT support/system management	1	$1,500	$1,500
SV-OPT add-on (MyPath/UpSmart) for intervention and S.E.	1	$6,500	$6,500
Professional Development (30 staff) Summer PD (day 1)**	1	$7,200	$7,200
Professional Development (30 staff) Summer PD (day 2)**	1	$1,000	$1,000
Device: Lenovo 500E, charger, stylus and case, $400 @ 200 - Included in COVID Phased Plans	200	$400	$0
Kejeet data card monthly service $35.00 ea (100) x 10 mo.	100	$35	$35,000
Staffing costs: (Hard to estimate at this time) $78,000 avg./190 days/7.5 hours = approx $55 hourly (30 teachers @ 5 hours per week for 36 weeks)	30	$9,900	$297,000
Projected cost of doing:			**$391,568**
Potential cost savings:			**$2,929,564**

Thank You!