



# PLAN B

## SCHOOL REOPENING PLAN LS FREQUENTLY ASKED QUESTIONS

FRIDAY, SEPTEMBER 18TH



# Plan B: Hybrid Learning



Under Plan B, we will be operating at a limited capacity - 50%. Safety Protocols will be in place and we will run a hybrid schedule that would include both face-to-face instruction and remote learning each week.

# Lower School

## Frequently Asked Questions

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### How was the decision made to transition from Plan C remote learning to Plan B hybrid learning?

Pine Lake Preparatory and the Board of Directors have been closely monitoring the 14-day trends specific to confirmed COVID-19 cases and percent positives in both Mecklenburg and Iredell Counties. In addition to following case data and trends, we have also leaned on consultation from local and state health departments, conversations with schools/districts currently operating under a hybrid learning model, as well as an epidemiologist to assist in interpreting the data and metrics.

- Data from Mecklenburg and Iredell Counties have been on a steady decline since our July decision to start remotely, with the percent positive rate decreasing below 5% and the number of confirmed cases below 1.0 per 10,000 population.
- Consultation with local schools that have opened on a hybrid model have suggested that with effective Health and Safety Protocols it can be done safely and effectively.
- We recognize the immense academic and developmental value of in-school instruction, especially for our elementary aged learners.
- Pine Lake Preparatory has developed strong and effective hybrid plan that prioritizes health and safety procedures proven to minimize the spread of COVID-19.

### What will the Lower School *weekly* schedule look like under a Plan B?

Pine Lake Preparatory will be operating at 50% capacity with students coming into the school buildings on alternating days. While half of our students would be on campus experiencing face-to-face instruction, the other half would be accessing course content remotely. The goal of a hybrid model is to take advantage of the value of face-to-face instruction while also ensuring there is adequate room for social distancing in the building/classroom. All students will be working independently on Wednesdays while buildings are deep cleaned. We will also utilize Wednesdays for remediation, tutoring, office hours, teacher planning and professional development.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Group 1: On Campus	Group 1: On Campus	Deep Cleaning, Remediation, Tutoring, Office Hours, etc.	Group 2: On Campus	Group 2: On Campus
Group 2: At Home Asynchronous Learning	Group 2: At Home Asynchronous Learning	Group 1 / 2: At Home Asynchronous Learning	Group 1: At Home Asynchronous Learning	Group 1: At Home Asynchronous Learning

### What will the Lower School *daily* schedule look like under a Plan B?

When students are on campus, the school day will run from 8:15 am - 3:00 pm. Families with Middle and Upper School siblings will be permitted to arrive as early as 7:30 am. Families without Middle and Upper School siblings should not arrive prior to 7:50 am. We will evaluate arrival times and procedures during the first two weeks and make adjustments as needed.

## **Will students and staff be required to wear masks while on campus under a Plan B?**

Yes, under all three Plans (Plan A, B and C) each of the Pine Lake Preparatory Health and Safety Protocols will be required so that we may promote a safe and healthy campus for the 2020-2021 school year.

All students and staff (K-12) are required to wear a cloth face covering that covers their nose and mouth. Students and staff may remove the cloth face covering during lunchtime and potentially other times when “mask breaks” can safely be conducted as directed by their teacher. Please note that face shields are not a substitute for the cloth face coverings; however, they may be worn in addition to the face covering.

Pine Lake Preparatory will provide each child with 5 cloth face coverings that were provided by the state of North Carolina. You are welcome to use the cloth face coverings provided, or you may choose to provide your own. We encourage all families to choose whatever is most comfortable for their child.

We encourage students to pack two cloth face coverings so that they may switch to a clean cloth face covering after lunch, or in the event that it gets wet during the day.

## **What will asynchronous days look like for my son/daughter?**

Your child’s teacher will provide asynchronous work for your child to be completed Wednesday, and the two days their group is at home. This work will primarily be independent, self-paced learning, as teachers are teaching students in-person during your child’s asynchronous days. Synchronous sessions may be scheduled for your child on Wednesdays. Your child’s teacher will contact you about Wednesday synchronous sessions.

Asynchronous assignments for the week will be posted by 12:00 noon each Sunday. Grades K - 1 will have weekly due dates for asynchronous work while grades 2 - 5 will have daily due dates.

## **Can my child switch from one Group to another?**

Unfortunately, no. Currently, switching groups is not possible, recognizing the restrictions necessary to ensure effective distancing in the classroom.

## **Should my child bring their iPad to school under Plan B, or should it be left at home?**

Yes, students should bring their school issued PLP student iPad to school each day on campus. Please ensure the iPad has been charged.

## **Will my child still have traditionally scheduled Encore classes (Literacy, Visual Arts, Music, PE, STEM, Spanish)?**

Children will have Encore classes on a weekly rotational schedule. The Encore teachers will rotate into each of the classrooms. A weekly schedule of Encores will be shared by your child’s teacher.

## **What will lunch look like for Lower School Students under a Plan B? Will hot lunch options be available to order through MyPaymentsPlus?**

Under Plan B, hot lunch options will again become available to our students. All ordered lunches will be delivered to your child by a staff member or volunteer utilizing safety protocols. Lunches will be eaten within the classroom or in a designated space provided by the teacher. In addition to the classrooms, Pine Lake has created several additional outdoor areas where classes will be invited to eat at on a rotating basis.

We anticipate opening the Hot Lunch portal for ordering on October 14th with the goal of providing the first lunch on Monday, October 26th.

## **What supplies should my child bring to school each day?**

On Thursday, September 24, all school supplies should be dropped off for your child(ren) between 9:00 am and 10:30 am. Staff will be distributed around the loop to collect supplies by grade level.

The full Supply Lists are located [HERE](#).

Within the classroom, we will limit sharing of personal items and school supplies (writing utensils, scissors, glue sticks, crayons, markers, etc.) and students will keep personal items separate. Outside of necessary school supplies, other personal belongings should be kept at home.

## **Will my child get to go outside for recess during Plan B?**

Yes. We have created procedures for students to get recess time outside, pending weather, while keeping them in a safe environment. Please recognize that in addition to our buildings, frequent cleaning and sanitizing protocols have been created for outdoor spaces.

## **Will my child need to wear their school uniform to each day they are on campus?**

Yes, students should come to school dressed in their PLP school uniform each day on campus.

## **What will the Spanish Immersion Program look like under a Plan B?**

Immersion students will continue to receive 50% of their content in each language. On Wednesdays, teachers and associates will meet remotely with their classes to provide extra support in Spanish. Your child's teacher will provide the schedule.

## **Will there be any changes to the master calendar under Plan B?**

There is one minor change to the master calendar. Parent conferences will be rescheduled to the week of November 2nd. Group 2 will attend school on Friday, October 30th, which was previously designated as a "No School, Parent Teacher Conference" day.

Please see the Plan B Calendar for a complete list of Group 1 and Group 2 days. **See Appendix E.**

## **What will arrival look like each morning under a Plan B?**

This year we will use the PikMyKid application during both arrival and dismissal. Each morning families will use the application to complete the attestation document prior to arriving at the Lower School.

Upon arrival each morning, you will be greeted at your car by a Pine Lake Preparatory staff member. The staff member will confirm that the attestation was submitted prior to taking your student's temperature. It is important to recognize that this is the first, and an important layer of health protocols/procedures we have in place to ensure a healthy and clean campus - we appreciate your patience as we run through the process each morning. **See Appendix A** to familiarize yourself with the questions. Additional communication regarding PikMyKid and attestation submittals will be released early next week.

We ask that the adult dropping off the student wears a mask during this interaction if they chose to open their window.

## **What will dismissal look like each afternoon under a Plan B?**

PikMyKid will be used daily for dismissal. Please ensure pickup mode is accurate. Any daily changes in PikMyKid should be made before 1:00 pm (or the program will not accept changes). Any changes in transportation should also be communicated before 1:00 pm to the teacher. Families may begin arriving on campus at 2:50 pm. All students must be picked up by 3:25 pm. Name cards should be displayed on the dashboard daily for both arrival and dismissal for the duration of the school year.

## **Will PLP buses be on the road under a Plan B? Are seats still available on any of the routes?**

Yes. We have finalized bus routes and families will be notified of their assignments by 5:00 pm on Monday, September 21st.

## **In addition to cloth face coverings, what other safety protocols will be in place under a Plan B?**

The Pine Lake Preparatory Health and Safety Protocols have been developed to support a safe and healthy campus for the 2020-2021 school year. The ability to open our doors, and keep them open, will rely on a community effort to support and adhere to each guideline. These protocols include, and will be in place during in-person/on-campus instruction under Plan B:

- The Three W's - Wear, Wash and Wait
- Social Distancing and Minimizing Exposure
- Cloth Face Coverings
- Monitoring for Symptoms
- A Healthy and Clean Campus - routine cleaning and sanitizing throughout the day

For the complete list and description of Health and Safety Protocols please see the Pine Lake Preparatory Reopening Plan.

## **What will my child's classroom look like?**

Classrooms have been redesigned to facilitate appropriate distancing while remaining both welcoming and conducive to instruction. Rooms will have either individual desks to facilitate distancing, or classroom tables that will be shared by 2 students equipped with a plexiglass divider.

Within the classroom, we will limit sharing of personal items and school supplies (writing utensils, scissors, glue sticks, crayons, markers, etc.) and students will keep personal items separate. Outside of necessary school supplies, other personal belongings should be kept at home.

## **Will I be notified if a student in my child's classroom tests positive for COVID-19?**

Yes, if a student/adult in your child's classroom tests positive for COVID-19 you will receive notification from the school. Please understand that Pine Lake Preparatory will be working closely with the Iredell Health Department anytime there is a suspected, presumptive or confirmed case. **See Appendix C** for a sample classroom letter.

## **Is there a way I track the number of current confirmed positive COVID-19 tests at Pine Lake Preparatory?**

Yes. Pine Lake Preparatory is working hard to protect its approximately 1,800 students and 200 employees from COVID-19, but it's important to recognize that there will likely be positive cases this school year. While we are not immune to COVID-19, we can help to limit potential exposure/spread through the effective adherence to our Health and Safety Protocols.

We will use the following COVID-19 Dashboard to communicate positive tests in the school community. This information, will be available on the COVID-19 portal of PineLakePrep.org and will be updated every Friday by 5:00 p.m. **See Appendix D** for the template.

# Appendix A: Symptom Attestation Document

Before students exit their vehicle during arrival, Lower School families will have already completed the symptom attestation through PikMyKid. Please take time to familiarize yourself with the questions. Families will need to complete the attestation any time their child is on campus.

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**Have you had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?**

Yes - The person should not be at school. The person can return 14 days after the last time they had close contact with someone with COVID-19, or as listed below.

No - The person can be at school if they are not experiencing symptoms.

**In the past 14 days, have you had any of these symptoms?**

- Fever
- Chills
- Shortness of breath or difficulty breathing
- New cough
- New loss of taste or smell

Yes - If a person has any of these symptoms, they should go home, stay away from other people, and call their health care provider

No - The person can be at school if they are not experiencing symptoms

**In the past 14 days, have you been diagnosed with COVID-19?**

Yes - If a person is diagnosed with COVID-19 based on a test, their symptoms, or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home.

No - The person can be at school if they are not experiencing symptoms

**Student/Parent/Guardian Initial:** \_\_\_\_\_

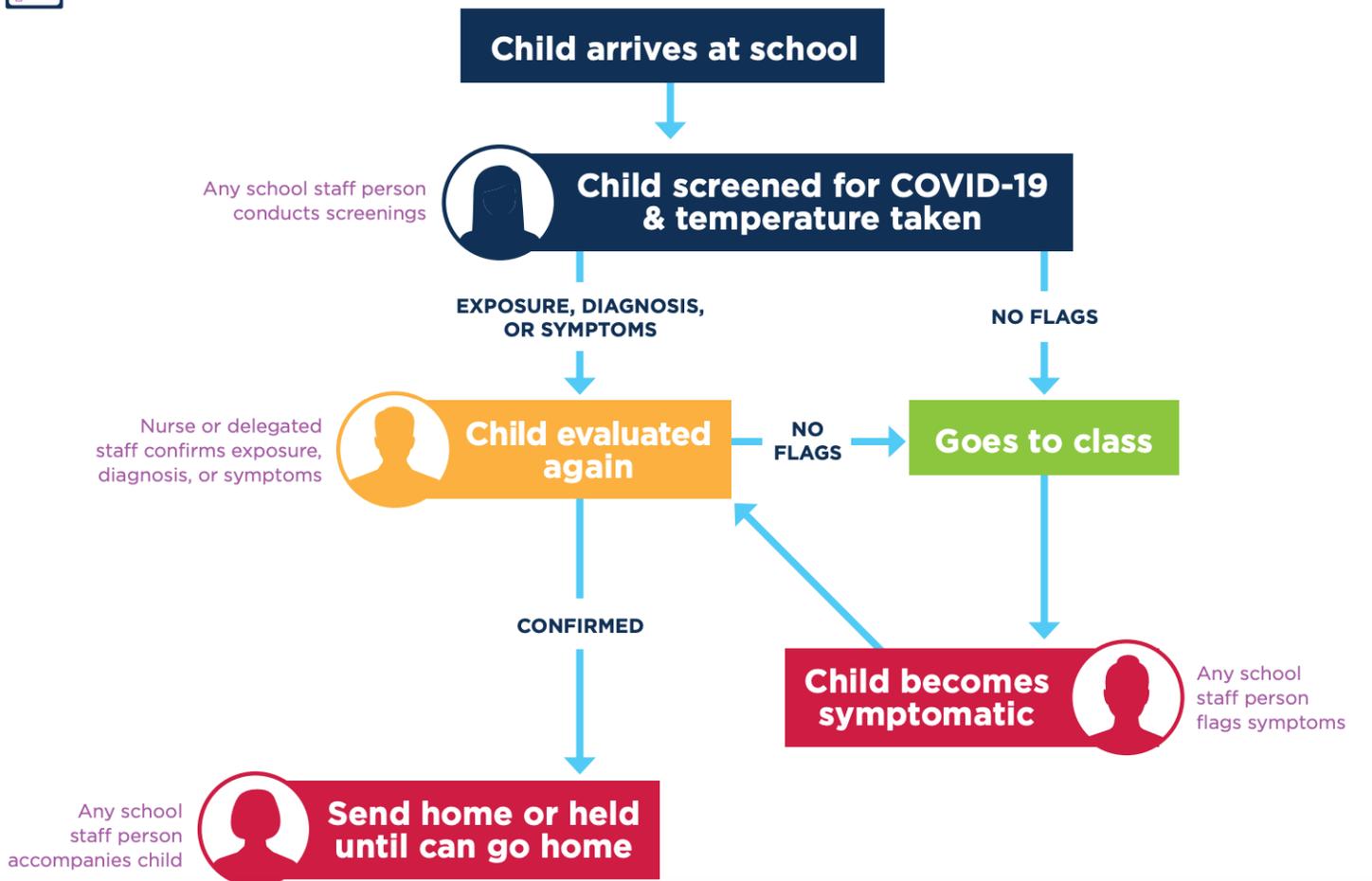
# Appendix B: Daily Screening

Before students exit their vehicle during arrival, Lower School students will be screened for symptoms as part of the attestation.

Pine Lake Preparatory will follow the North Carolina Health and Human Services guidelines for screening students as outlined in the flow chart below:

## Daily Screening for COVID-19

### Staff Roles Flow Chart



### Daily Temperature Checks

In addition to the symptom attestation, Each student will have their temperature taken prior to exiting their vehicle. Anyone with a temperature above 100.3 degrees will not be permitted to enter the building. A second, follow up temperature will be taken by a school nurse or designated staff member to confirm a temperature above 100.3 degrees.

# Appendix C: Sample Parent Notification

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Good morning/afternoon/evening,

***On Day, Month Date*** Pine Lake Preparatory received notification that a student/employee in ***Teacher's, Grade Level classroom (Group 1/2)*** has tested positive for COVID-19 (Coronavirus). While we must protect the privacy of the individual involved, we are committed to transparency in our community.

We have worked in collaboration with the individual, school staff and the Iredell Health Department to determine that there were no close contacts to the individual who tested positive.

Close contact is defined by being within six feet of a person that has been diagnosed with COVID-19 for at least 15 minutes, with or without a mask. Out of an abundance of caution, we will close the impacted classroom for ***X days*** as we continue to clean and disinfect all areas of the classroom, including any areas of potential impact in the building, according to the recommendations from the Centers for Disease Control and Prevention and the North Carolina Department of Health and Human Services.

Once more, please understand that you are receiving this letter in an effort to provide continual and transparent communication. Staff, as well as families in the classroom are receiving this note. The effective adherence to safety protocols and procedures have resulted in zero close contacts/exposures.

Attached you will find a formal communication from the Iredell County Health Department further illustrating our partnership, the dedication to ensuring a healthy and safe campus, and the handling of the positive test. We continue to encourage all parents to monitor students closely for any sign of potential illness. Students should remain at home if they are exhibiting any symptoms of COVID-19 including fever, chills, shortness of breath or difficulty breathing, new or persistent cough, and/or new loss of taste or smell.

We appreciate your continued support. If you have any questions, feel free to contact Rebecca Long (School Nurse) at [Rebecca.Long@PineLakePrep.org](mailto:Rebecca.Long@PineLakePrep.org) or Andrew Mocerri (Executive Director) at [Andrew.Mocerri@PineLakePrep.org](mailto:Andrew.Mocerri@PineLakePrep.org).

Sincerely,

Andrew Mocerri  
Executive Director  
Pine Lake Preparatory

# Appendix D: COVID-19 Dashboard

Pine Lake Preparatory is working hard to protect its approximately 1,800 students and 200 employees from COVID-19, but it's important to recognize that there will likely be positive cases this school year. While we are not immune to COVID-19, we can help to limit potential exposure/spread through the effective adherence to our Health and Safety Protocols.

Pine Lake Preparatory and the Iredell County Health Department will be working together to implement contact tracing when members of our school community test positive. We are committed to providing timely and transparent information to individuals who have potentially been exposed to COVID-19. At the same time, we must comply with state and federal mandates – including the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) – to protect the privacy of our students and employees.

With that in mind, we will use the following COVID-19 Dashboard to communicate positive tests in the school community. This information will be available on the COVID-19 portal of PineLakePrep.org on Monday, September 28th and will be updated every Friday by 5:00 p.m.

Pine Lake Preparatory COVID-19 Dashboard

Building	Total Number of Individuals in the Building	Current Number of COVID-19 Positive	Current Percent of COVID-19 Positive
Lower School	X students/staff	0	0%
Middle School	X students/staff	0	0%
Upper School	X students/staff	0	0%

Last Updated: Friday, October 2nd



# Appendix E: Plan B Calendar

## Pine Lake Preparatory PLAN B Calendar

### 2020-2021 School Calendar

July 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

 School Closed  
 Quarter End

 Staff Planning (no school for students)

 Group 1  
 Group 2

August 3-11	Teacher In-Service-August 3-4 new teachers only
Aug 12	First Day of School for Grades K, 8 and 9; early release
Aug. 13	First Day of School for Grades 1-5, 7-8, 10-12, full day
Sept. 7	Labor Day, No School
Sept. 28	Teacher Professional Development - no school for students
Oct 9	End of Q1
Oct 12-13	Fall Break
Nov. 11	Veterans Day
Nov. 23-27	Thanksgiving Break

Dec 18	End of Q2
Dec 21-Jan. 1	Winter Break - No School
Jan. 18	Martin Luther King, Jr. Day - no school
5-Mar	End of Q3
March 8	Staff Planning: No School for Students
April 5-9	Spring Break
May 28	Last Day of School
May 29	Class of 2021 Graduation
June 1-3	Teacher Workdays