

Madison Public Schools

2021-2022 Reopening Plan



NOTE: *The contents of this plan are proposed and could be impacted based on various factors and conditions such as: the CT State Department of Education acceptance and feedback; CDC guidelines, impact of supply chains; responses to state and national conditions; and/or changes in available staffing.*

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Introduction

Public Review:

This plan responds to requirements and guidelines from the State of Connecticut. It was developed by working with our partners in each and every area of the system - building-based teams of administrators, staff members and parents. In 2020, Madison established a steering committee of community stakeholders to oversee the fall reopening plans. The steering committee identified two divisions and several task force teams under each division as follows:

Activities/Academics:

- Instructional Model,
- Extended Learning Opportunity
- Training/Organizational Response.

Infection Control:

- Health Care Screening
- Technology/Transportation/Meals
- Physical Plant, and
- Building Access/Space.

The plan was informed by almost 100 people serving on these teams and representing all aspects of the system. The district steering committee includes membership from the Board of Education, administration, central office staff, various unions, teachers, town offices and parents. In addition, each building has a separate and distinct committee of broad representation to examine and plan for the use of building space. The input from these teams along with the state department regulations continues to shape the plan as it is presented. It will be revised according to the schedule below.

The Board of Education reviewed the proposed dedication of funding from the ARP ESSER in several public meetings on: April 6, May 11, and May 25, 2021. When the Board of Education voted on the allocation of funds, the vote was 9-0 in support of the distribution. That Board meeting was attended with one of our highest public rates of the year (44 people).

The reopening plan will be posted on the public website for a 2-week period for additional input and public comment.

Thank you to the following people for their time and collaboration on putting this plan together.

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District Steering Response Committee Members:

Superintendent: Craig A. Cooke Ph.D.
Assistant Superintendent: Gail Dahling-Hench
BOE member: Emily Rosenthal
Town Health Director: Trent Joseph
Building Administrators: TJ Salutari, Brian Bodner, Melanie Whitcher, Kathryn Hart, Martha Curran, Frank Henderson, Becky Frost and Kelly Spooner
Director of Special Education: Dr. Liz Battaglia
Director of Human Resources: Heather Dobson
Director of Administrative Services: Arthur Sickle
Director of Finance: Stacy Nobitz
Director of Athletics: Craig Semple
Supervisor of Nursing: Stephanie Lesnik, RN
Parent Representatives: Tina Walde and Tracey Hardy
District Communication Specialist: Zoe Roos
MEA Representative: Mike Ginsburg
MAESS Representative: Sue Evans

Task Force Committee Members:

Valerie Alberti, RN
Dr. Elizabeth Battaglia, Director of Special Education
Charlene Connolly
Gail Dahling-Hench, Assistant Superintendent
Teresa Davis, School Psychologist
Charlene Doane, School Counselor
Michelle Fortuna, 4-8 Special Education Coordinator
Mary Beth Sarr, Teacher for English Learners
Doreen Shirley, Reading Interventionist

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Building & Space Committee Members

Daniel Hand High School	Polson Middle School	Brown Intermediate School
<p>T.J. Salutari (Principal) Brian Bodner (Assistant Principal) Melanie Whitcher (Assistant Principal) Celina DaSilva (ELA Coach) David Buller (Math Teacher) Keiler Snow (Parent)</p>	<p>Kathryn Hart (Principal) Martha Curran (Assistant Principal) Ilena Andrich (Spanish) Donna Peck (Secretary) John Leonard (Music) Leah Stillman (Music Coordinator) Crystal Procaccini (Gr. 7 LA) Karen Owen (Nurse) Lisa Lee (Parent Rep) Erin Bickelhaupt (Gr. 6 Math/Sci) Peter Bizier (Gr. 6 LA/SS) Melissa Arms (Gr. 7 Math) Chris Perras (Counselor) Brian Courtmanche (Gr. 7 Math) Sarah Sandora (Science Coordinator) Carol Sullivan (Math Coordinator) Stephanie Jarvis (PE) Maude Moore (Grade 7 Science) Kevin Potter (Security officer)</p>	<p>Frank Henderson (Principal)</p> <p><u>Team Leaders:</u> Ashley Lunn (Gr. 4 Teacher) Lisa Seales (Gr. 4 Teacher) Lauren Warner (Gr. 5 Teacher) Tracey McGinley (SPED Teacher) Val Alberti (School Nurse) Eliza Hayes (Guidance Counselor) Tina Phelan (PTO President)</p>
Jeffrey Elementary School	Ryerson Elementary School	TCLC
<p>Becky Frost, Principal Ella Cinquino, Teacher Alicia Dunbar, Teacher Becky Frost, Principal Megan Hogarth, Parent Kathy LeBlanc, ParaEducator Renee Pardo, Teacher Michelle Rindfleisch, Teacher</p>	<p>Kelly Spooner (Principal) Jennifer Soja (Kindergarten Teacher & Grade Level Team Leader) Drew Sellitti (First Grade Teacher - Grade Level Team Leader) Jennifer Figurelli (Second Grade Teacher - Grade Level Team Leader) Peggy Bell (Third Grade Teacher - Grade Level Team Leader) Christine Piteo (Parent Representative - Ryerson PTO President)</p>	<p>Dr. Liz Battaglia (Principal/Director of Special Education) Maria Hainer (PreK Team Leader/School Psychologist) Lynn Hadad (Preschool Teacher) Angela Milone (Preschool Teacher) Lisa Miceli (Preschool Teacher) Dashana Kytte (School Nurse/Parent)</p>

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Activities and Academics Division

Communication

Keeping the MPS community informed is critical to a successful reopening. Parents and staff will receive updates from the Superintendent of Schools and/or building principal throughout the school year regarding the most up-to-date policies and protocols.

As long as the town remains in the low risk category for transmission, an eNotify **will not** be sent each time a member of the school community tests positive. Case counts will instead be updated regularly on the district website.

Learning Model

At this time the District plans to open in Fall 2021 for full in-person learning only - voluntary Full Remote learning will not be offered as an option to students and families.

Distance learning may be utilized during the year if infection levels or mandatory district-directed quarantines require remote learning. Classrooms will not be livestreamed for absences due to other reasons. This will be subject to review based on state recommendations.

Continuity of services and support for students

Upon receipt of federal funds, the district will be able to place one full time social worker assigned in each of our buildings. This will provide community outreach and family support for all students. All staff will be trained in signs of trauma prior to the start of the year so they can recognize and provide intervention for staff or students who might be struggling. An addition to the Middle School Effective Schools Solution team at Polson will provide increased availability to students suffering from anxiety, stress and other emotional needs in the school setting. This program includes an additional component of family outreach and supports.

Additional intervention staff at the elementary schools will provide timely small group interventions for our youngest learners as supported by research. All levels of the system will benefit from the math and literacy coaches being reinstated to serve all levels of the system.

Summer Math and Reading activities have been broadly distributed and can be accessed by all students with their Chromebooks. Families without internet access, or with inadequate access, were asked to contact their building Principal to acquire a district-provided Wi-Fi hotspot. The district has also obtained subscriptions for ELs in Lexia, IXL Read Live, Raz Kids and “Off 2 Class” ESL instruction platforms. Additional materials and resources are offered to our EL students and families

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Accommodations for Children with Disabilities

Madison Public Schools developed its reopening plan with the understanding that there has been no waiver of requirements under the Individual with Disabilities Education Act (IDEA). The plan addresses implementation of the Individual Education Plans (IEP) to assure a Free Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE) while focusing on health and safety precautions.

Madison Public Schools is proud to offer Extended School Year (ESY) summer services to students who qualified. Planning and Placement Teams (PPT) will meet to review the student's current performance and adjust the IEP if appropriate. The plan will be adjusted as new guidance is provided to the district from the State Department of Education. Each student who has an IEP is assigned a special education case manager who collaborates with general educators to implement the IEP. The case managers will communicate with parents about their students' program through phone calls and emails.

Before and After-School Programming

The Before and After-School program runs in three of our buildings: Jeffrey, Ryerson and Brown. The service will continue during the 2021-2022 school year but the service provider has yet to be determined.

Infection Control Division

Health and Safety Strategies

Policies

The Madison Board of Education adopted four policies specific to the COVID-19 Pandemic for School Year 2020-2021 including:

- Policy C-19.2 Health and Safety: Board thus directs the administration of the Madison Public Schools (the "Administration") to develop health and safety protocols consistent with applicable laws, rules, regulations and requirements, and to consider current guidance in the development of such protocols.
- Policy C19-4 Masks and Face Coverings: creates guidelines and protocols for masks during transportation and school day activities.
- Policy C-19.3 Families First Coronavirus Response Act Leave addresses staff use of sick time and leaves.

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At this time, the district legal counsel, Shipman and Goodwin, has advised districts to extend only Policy C-19.2 Health and Safety, until which time, the current legislative session has ended and public health guidelines and applicable laws, rules, regulations and requirements are released for the 2021-2022 school year.

Barring any new guidance, the mask policy will remain in effect for the start of the Extended School Year (ESY) program in July 2021.

Masks

The district will review and revise mask-wearing policies as the State of Connecticut offers new guidance for schools. The current requirements indicate students must wear face coverings or masks that completely cover the nose and mouth while inside the school and on the bus, with exceptions only for those students for whom it is not safe to do so due to medical conditions.

Parents will be responsible for providing students with face coverings or masks. We also encourage students to bring an extra mask to school daily. Schools will have backup disposable masks available for students who forget them. Prior to school opening, families and students will be provided with instructional videos and safety protocols including how to wear a mask and hand washing. “Mask Breaks” will be provided during the day in outdoor areas or large spaces with social distancing.

Social Distancing and Cohorting

Facilities personnel will work with building administrators and their committees to determine classroom layouts that will maximize social distancing between student workstations, achieving 3 feet where feasible. When necessary, other school spaces have been repurposed for instructional space. Space has been maximized between the teacher and students and room density has been taken into consideration. Physical Education classes will take place outdoors, whenever possible.

Infection rates will be monitored to determine if there is a need to further cohort students. Students in grades K-5 are naturally cohorted by classroom or team assignment.

Daily Health Monitoring, Contact tracing, and Quarantine

In order to prevent transmission among the school population, parents are instructed to screen students using the MPS Daily Health Screen (Page 20) before leaving for school. Students should stay home if they have any symptoms consistent with COVID-19; or have had close contact with a person diagnosed with COVID-19, unless vaccinated.

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In accordance with current guidance from the state, the district currently maintains a 10-day quarantine period for students to return to school, athletics, or extracurricular activities. Individuals with symptoms (and/or exposure for non-vaccinated individuals) will be urged to take a PCR test prior to their return to school. All individuals, regardless of vaccine status, will be required to notify the school nurse of any positive PCR tests and self-quarantine for a period of 10 days.

If contact tracing is needed and/or required during the 2021-2022 school year, the district will use the following close contact definition: A close contact is generally defined as someone within six feet of an infected person for more than 15 minutes cumulatively, but specific parameters may vary by the nature of each case.

Vaccination Efforts

The District, in coordination with the local and regional health agencies, provided all staff, including our contracted bus drivers, the opportunity to attend clinics that administered both doses of the Moderna COVID-19 vaccine. Clinics for 1st round vaccines were held on March 1, 2021; March 4, 2021; March 6, 2021 and March 11, 2021. Clinics for 2nd round vaccines were held on April 1, 2021; April 8, 2021 and April 22, 2021. A total of 628 staff members were provided with the opportunity to participate in these clinics with a total of 435 staff members participating (69.2%). This number does not necessarily reflect the percentage of staff vaccinated as some staff members made alternate arrangements for their vaccine.

The district regularly provides parents with information for student vaccination opportunities via our mass messaging system. Proof of vaccination should be submitted to your medical provider to be added to the student's official immunization record. Once that has been completed, the pediatrician can then forward the updated immunization record to our health offices. Knowing our students' vaccination status allows us to quickly determine who is exempt from contact tracing and quarantining.

Transportation

The district will open in the fall for in-person learning and buses will operate at normal capacity. Mask wearing on the bus will be required until further notice pending updated guidance from the state.

Technology

During the 2020-2021 school year, the MPS 1:1 Device Program was expanded to include all grade levels K-12. Chromebooks are assigned to individual students in order to eliminate sharing of devices in the classroom. The determination of when students will bring their devices home will be dependent on the grade level, and current risk status.

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Food Service

MPS is committed to providing healthy meals that our students enjoy. Beginning Fall 2021, food service will return to its pre-COVID standards for meal and snack offerings.

The district will keep the cashless system developed during COVID. Parents/guardians can replenish student accounts online via the Meal Pay Plus system or by sending/bringing a check.

All serving and cleaning procedures will return to pre-COVID levels. Social distancing will still take place during meal time – see building-based plan for further details. Given the absence of a Distance Learning option in Fall 2021, remote meals will not be available for purchase.

Adequate Supplies and Signage

All classrooms will have access to a sink and soap OR hand sanitizer dispensers containing the appropriate levels of alcohol per guidelines. Backup supplies of disposable masks for students that have misplaced their own will be available. Tissues, disinfecting wipes, and no-touch trash cans will be in every classroom. Tape measures have been purchased for each teacher to ensure social distancing requirements.

Signage is posted throughout the buildings, including in hallways and entrances to encourage social distancing. Student, staff, and parent handbooks at each building will reflect safety protocols and procedures both building based and district wide for 2021-2022.

Material Sharing

Students will practice good hand hygiene when using shared materials. In the lower grades, certain materials have been ordered for students to use individually and kept in personal bins or pouches.

Visitors

Visitors will be allowed in the buildings when appropriate. Meetings will be held virtually or in person.

Physical Plant

School Cleaning Plan

Normal routine cleaning of surfaces and objects will continue. Frequently touched surfaces and objects like light switches and door knobs will need to be cleaned and then disinfected when warranted to further reduce the risk of germs on surfaces and objects.

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- By cleaning the surface or object with soap and water or a comparable solution.
- And then, disinfect using an EPA-approved disinfectant external icon, when warranted.
- If an EPA-approved disinfectant is unavailable, a 1/3 cup of bleach to 1 gallon of water, or 70% alcohol solutions will be used to disinfect.
- Disinfectant will be warranted if high transmission of Covid-19 is in the school.

Surfaces and objects that are not frequently touched will be cleaned; however, they do not require additional disinfection. Additionally, disinfectants should typically not be applied on items used by children, especially any items that children might put in their mouths. We will clean toys and other items used by children with soap and water or a comparable solution.

Ventilation

Ventilation has been maximized to provide ongoing distribution of outside air. The heating and cooling systems will be serviced in the summer to make sure systems are fully operational and any problems are addressed in a timely manner.

APPENDICES



Daniel Hand High School

Building Access & Space Plan

Classroom Layout

DHHS classrooms vary in size, layout, furniture and use. Highlighted below are the variety of classrooms students access on a daily basis.

Science Labs

- 1 student per desk up to 2 students/table in an attempt to maintain 3 ft distancing
- Additionally, students can sit around the perimeter of the classroom 3 ft apart
- 24 student maximum enrollment in science classes

Front Pod Classrooms

- 1 student per desk in an attempt to maintain 3 ft distancing
- 22 students possible to maintain 3 ft. distancing
- 3 ft distancing not possible with over 22 students enrolled

Rear Pod Classrooms

- 1 student per desk in an attempt maintain 3 ft distancing
- 23 students possible to maintain 3 ft distancing
- 3 ft distancing not possible with over 23 students enrolled

All classrooms

- Students in rows, facing towards the front of the room.
- Equipment and furniture will be removed/stored, as necessary, to meet the criteria set forth above.

The following rooms are being considered to re-purpose, as necessary, to maintain 3 ft distancing: Room 130, Aux Gym, DAH, LMC, Classrooms/offices in LMC, Career Center, Outside under the tents during non-lunch periods, and Computer labs.

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Classroom setup will allow up to 6 ft. distancing between students and teachers when feasible during instruction. Currently for the 21-22 school year, the largest academic class sizes are just under 30 students. Individual class size will determine if 3 ft spacing between students is feasible. Equipment and furniture will be removed/stored, as necessary, to meet the spacing requirement for students, teachers and support staff to share the space.

Physical Education instruction will take place outdoors (weather permitting). Physical Education will be held indoors in the gym, aux gym, fitness room, in the case of inclement weather. Health will take place in the general education classroom.

Related Arts classes require the use of a variety of specialized classrooms throughout the building.

Open periods/Study Halls

- Freshman and Sophomores will be assigned to a study hall during any open period.
- Juniors will have access to the LMC and DAH hall during any open period.
- Seniors will have access to the LMC, DAH and Senior Commons (Bridge) during any open period.

Meal Service

- The Dining and Assembly Hall will be used for meal service. Social distancing of 3 ft or more is encouraged.
- Tents installed outside with outdoor seating available during all lunch waves
- Heaters installed in the winter to allow outdoor seating to continue during inclement weather

Communication

DHHS Handbook will be used when in person. Additions to the handbook for any reason will be in the form of an addendum and will be communicated both in person and electronically. Safety protocols and procedures, both building-based and district-wide will continue to be communicated regularly via E-Notify.

Pick Up/Drop Off

- Arrival process will follow pre-COVID procedures.
- Dismissal process will follow pre-COVID procedures.

The School Resource Officer (MPD) will be on-site during arrival and dismissal.

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Polson Middle School

Building Access & Space Plan

Classroom Layout

Classrooms will be assigned based on the size of the room and the number of students who can safely fit in the class, approximately 3 feet apart. A seating chart will be kept on file in the office. At the discretion of the teacher, classes may be held outside.

Teams

Students will be placed on a team for core classes and will interact with peers for related arts and lunch. Related Arts classes will be assigned based on student selection of classes.

Lockers will be used by students and assigned by administration.

Music Instruction

Students will be permitted to play their instrument indoors while maintaining the required distance and using PPE that is suitable for instruments. Students will maintain social distancing for chorus class and will wear masks while singing.

Athletics

Students will be allowed to participate in intramural and interscholastic sports.

Physical Education instruction will take place outdoors. Physical Education will be held indoors in the gym, aux gym, and fitness room, in the case of inclement weather. Health will take place in the general education classroom.

Meal Service

Each grade level of students will eat lunch together in the café, auxiliary gym, or outdoors. Social distancing of 3 ft or more will be encouraged when eating. All communal spaces will be available as needed. Outdoor seating will also be available depending on the weather.

Pick Up/Drop Off

Arrival and dismissal process will follow pre-COVID procedures. The School Resource Officer (MPD) will be on-site during arrival and dismissal.

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Brown Intermediate School

Building Access & Space Plan

The following are the substantial changes made to the Brown Intermediate School reopening plan:

Classroom/Building Layout

- Desks and all seating continue to be a minimum of three feet apart.
- The following building areas are used for content-specific instruction with students: Gymnasium, Art Room, Music Room, Theatre room, Computer Lab, STEAM Lab.
- Physical education is held outside, weather permitting. The gymnasium and Library Media Center are utilized on days when students cannot go outside.
- The Brown Playground/Blacktop/Field is open and students self-select where they want to play.
- Lockers will be used by students and assigned by administration.

Meal Service

- The Cafeteria will be utilized for lunch waves by Team and by Grade level. Students will eat outside weather permitting. Lunch and snack are held outdoors, weather permitting. Social distancing of 3 ft or more will be encouraged when eating.

Pick Up/Drop Off

Parent drop off and pick up will be behind the Cafeteria. Busses will drop off in front of the building and students will enter the building through the main entrance. At dismissal, students will exit via their classrooms if on the first floor and the main hallway exit if on the second floor.

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Ryerson Elementary School

Building Access & Space Plan

*Building and Space Committee Meeting Recommendations for 2021 School
Reopening Plan
June 2021*

Learning Model/Classroom Layout

Students will stay with their grade level peers within their classroom for academic instruction. The following building areas will be used for content-specific instruction with students: Art Room, Library Media Center and PE. Music and Spanish will be held in the general education classroom. Physical education will be held outside, weather permitting. The multi-purpose room will be utilized on days when students cannot go outside.

All instruction is conducted with three feet of social distance in place. Facilities personnel will work with building administrators and their committees to determine classroom layouts that will maximize social distancing between student workstations achieving three feet where feasible.

Meal Service

Students will eat lunch in their general education classroom, outdoor picnic areas, or in the cafeteria to ensure 3ft of social distancing can be achieved.

Outside Time and Playgrounds

Grade levels will attend recess simultaneously. Students will utilize the playground equipment while practicing good hand hygiene.

After school clubs and workshops will be held with three feet of social distancing.

Material Sharing

The school will provide all students with their own materials: crayons, markers, pencils, glue sticks, scissors, etc. Students will be able to share some materials while practicing proper hand hygiene.

Pick Up/Drop Off

Parent pick up and drop off will resume their pre-pandemic routines and procedures. Drop off will be held from 8:35-8:50 AM. Parent pick up will take place at 3:25 PM.

Student dismissal will take place from classrooms and/or the multi-purpose room. The KHR leadership team will be developing the full dismissal plan for 21-22 in July.

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Jeffrey Elementary School

Building Access & Space Plan

Building and Space Committee Meeting Recommendations for 2021 School

Reopening Plan June 2021

Classroom Layout

Students will stay with their grade level peers within their classroom for academic instruction. The following building areas will be used for content-specific instruction with students: Art Room, Music Room, World Language Room, Health Room, Library Media Center. Physical education is held outside, weather permitting. The gymnasium is utilized on days when students cannot go outside.

All instruction is conducted with three feet of social distance in place. Facilities personnel will work with building administrators and their committees to determine classroom layouts that will maximize social distancing between student workstations achieving three feet where feasible.

Meal Service

Students will eat lunch in their general education classroom or by grade level outdoors or in the cafeteria with 3ft of social distancing encouraged.

Outside Time and Playgrounds

Grade levels will attend recess simultaneously. Students will utilize the playground equipment while practicing good hand hygiene.

After school clubs and workshops will be held with three feet of social distancing.

Material Sharing

The school will provide all students with their own materials: crayons, markers, pencils, glue sticks, scissors, etc. Students will be able to share some materials while practicing proper hand hygiene.

Pick Up/Drop Off

Parent pick up and drop off will resume their pre-pandemic routines and procedures. Drop off will be held from 8:35-8:50 AM. Parent pick up will take place at 3:25 PM. Student dismissal will take place from classrooms

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Town Campus Learning Center

Building Access & Space Plan

Learning Model/Classroom Layout

Students will stay with their grade level peers within their classroom for academic instruction. The multi-purpose room will be utilized for related arts and physical education. All instruction is conducted with three feet of social distance in place.

Facilities personnel will work with building administrators and their committees to determine classroom layouts that will maximize social distancing between student workstations achieving three feet where feasible.

Meal Service

Students will eat lunch in their general education classroom to maintain the three feet of social distancing.

Outside Time and Playgrounds

Classrooms will attend recess simultaneously. Students will utilize the playground equipment and practice good hand hygiene.

Material Sharing

The school will provide all students with their own materials: crayons, markers, pencils, glue sticks, scissors, etc. Students will be able to share some materials while practicing proper hand hygiene.

Pick Up/Drop Off

Parent pick up and drop off will resume their pre-pandemic routines and procedures.

MPS COVID Daily Health Screen

Prior to arrival at school or entrance on the school bus, each student will be evaluated at home by their parent or guardian for the presence of symptoms related to Covid-19 infection. Please refer to CDC Guideline on Symptoms of Coronavirus at www.cdc.gov. "People with COVID-19 have had a wide range of symptoms reported- ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People are advised to seek medical attention if they have the NEW ONSET of any of these symptoms:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. The CDC continues to update this list as we learn more about COVID-19.

If a student has any of these symptoms present, they should remain at home from school and seek guidance from their medical advisor. The parent or guardian will notify their child's school nurse and share their symptoms.