



Reopening Plan: 2021-2022 Academic Year



*Reviewed and Revised by ASD's CHART Committee, June 16, 2021
Reviewed by ASD Board of Trustees, June 9th, 2021*

Executive Summary & Guiding Values

As a result of the COVID-19 pandemic, the Academy for Science and Design (ASD) was forced to adapt to significant disruptions to our learning environment. The school community rose to the challenge and gained some valuable insights in the process.

The following pages contain ASD's 2021-2022 Fall Reopening Plan, which is best summarized as a **full return to in-person instruction for all students**. Having said that, the COVID-19 pandemic has demonstrated how critical it is to be prepared for the unlikely circumstance that our school may need to shift to more rigorous forms of mitigation at some point in the future.

ASD remains committed to the principles and values that provided direction and guidance throughout the school's COVID-19 response, demonstrating that:

The health and safety of our students, employees, families, and volunteers/supporters must always be our top priority.

The ideal learning environment for ASD students involves regular in-person, on-campus interactions/collaboration; remote learning, even in its best execution, cannot be viewed as an equal replacement for daily, in-person participation in on-site learning, but must still be robust, rigorous, and engaging.

Continuity in student learning and minimization of disruption to learning should be major focuses of reopening and redesign planning, as the school may transition in and out of various models/phases as public health conditions change.

In-person learning will be accompanied by varying levels of risk during the COVID-19 pandemic; ASD must adopt and communicate measures to minimize risk wherever possible.

School reopening/redesign plans must be thought of as fluid, flexible, and exploratory. Adaptations and adjustments should be expected during implementation.

Feedback and participation in the exchange of communication/information sharing from all stakeholders is critical to the overall success of the plan implementation, as well as the health and safety of our students. Feedback from all members of the ASD community must be reflected in the decisions, plans, and procedures developed by the Academy for Science and Design.

ASD reopening/redesign plans must be flexible enough to support, on a case-by-case basis, students or staff with medical restrictions preventing a safe return to onsite learning.

ASD reopening/redesign plans must support equal access to education for all students, including special focus on the mitigation of issues for families experiencing financial/health/personal/logistical challenges.

CHART Overview

CHART, the **Committee Helping ASD Redesign and Transition**, is ASD's school-based COVID-response task force consisting of parents with expertise in public health, higher education, medicine, and the law; faculty members from various grades and subject levels; the entire ASD Leadership Team; our Student Council President; and three members of the ASD Board of Trustees. These individuals have collaborated since the Spring of 2020 in several large and small working groups to explore the needs associated with operating ASD at varying levels of restriction, examining health and safety issues, facility and operations, teaching and learning, communication plans and procedures, and liability concerns

Continuing Goal of CHART: To design and implement strategic approaches to support the reopening and recovery efforts at the Academy for Science and Design through the design of plans that are flexible enough to respond to changing COVID-19 variables as well as to promote continuity and quality in student learning. Planning reflects public health and safety criteria, guidance from state officials and agencies, as well as the unique needs and mission of our school. Plans continue to be updated and modified as circumstances deem necessary.

CHART Committee Membership (Spring 2020 to present):

Jennifer Cava, Director
Bonnie Doyle, Registrar/Admissions
Jessica Golden, Assistant Director
Stephanie Dumoski, Curriculum & Scheduling Coordinator
Amy Bewley, ELO Coordinator
Kym Harmon, Business Manager
Lisa Moser, Operations Manager
Rebecca Patterson, Faculty
Laraine Fay, Faculty
Aimee Seiler, Humanities Department Head
Chris Marsh, Faculty
Karen Legault, Mathematics Department Head
Kim Fusaris, Faculty
Angela Clark, Faculty
Frederick Ball, Parent
Judy Landry, Parent
Flavia Martin, Parent
Kelly Mullin, Parent
Student Member(s) TBD
Tracy Malloch, School Nurse
Rod Conard, ASD Board Vice Chairman
Rick Bartle, ASD Board Chairman
Catherine Ruiz, Student
Kane Kyer, Student
Greg Czuba, Community Member

Basic Overview of Reopening Plan for Fall 2021

The expected starting point for the safe return of students and staff to the Academy for Science and Design in the Fall of 2021 is a **full return to in-person learning for all students**. The school will operate within this **Standard** model with low mitigation measures unless community spread of COVID-19 warrants a transition to another phase. The CHART Task Force will assess conditions for school operation periodically, and any recommendations for transitioning to another model based upon increases in community spread would require approval of the ASD Board of Trustees.

Student Cohorts, Routines, and Precautions for School Operation

While ASD will not open school in the Fall of 2021 with cohorts, students will be preassigned a cohort to ensure that we are prepared in the unlikely case that there is a resurgence of COVID-19. If necessary, cohorts allow for physical distancing between different segments of the student population. They are useful in minimizing the risk of community spread of the coronavirus and help limit the number of students and families that could be affected by the need to quarantine.

In the **Standard** phase of operation, common precautionary routines will be followed by all students and staff. Clearly delineated health and safety routines and procedures will help keep everyone safe. Precautionary measures include daily home-screening protocols well as the continued use of Centers of Disease Control (CDC) recommendations and guidelines for schools.

Based upon the value statement that the ideal learning environment for ASD students involves regular in-person, on-campus interactions/collaboration, there will not be an established Remote option for learners in the **Standard** operational phase. Having said that, the Academy for Science and Design will continue to accommodate students with medical conditions that impact access to in-person learning, in compliance with state and federal legislation.

Details regarding student groupings, curriculum and instructional practices, scheduling, etc. for alternative models that ASD is prepared to transition (**Hybrid** and **Fully Remote** models). These details are always subject to change, as it is important to develop plans that are comprehensive and yet also flexible and adaptable, with the ultimate priority being providing the most optimal learning environment possible for our students.

As always, ASD will remain responsive to the needs of individual families and receptive to community feedback in an effort to achieve the best possible student outcomes.

COVID-Response Team

In addition to the CHART Team, the COVID-response team is in place to respond quickly to positive cases, as well as to monitor and report COVID-related concerns. This plan also includes the procedure followed by the COVID-Response Team following a suspected case of COVID. The COVID-Response Team also provides information and feedback to CHART and the ASD Board of Trustees.

Understanding Community Transmission, Mitigation, and Instructional Models

In order to ensure that the safety of students, staff, and community members remains our highest priority, ASD has developed models for operation that relate to the CDC’s four levels of community transmission and mitigation, as well as take into account other factors specific to the conditions within the school itself (for example, if community spread within Nashua is substantial, but community transmission within the school is significantly lower, both factors would be weighed by stakeholders involved in the decision regarding the model the school is in.)

During the 2021-2022 school year, CHART will continue to meet periodically to review real-time data and make recommendations as we move forward. “Transmission” levels reflect transmission levels within Nashua as well as within the school.

| | | | |
|---|--|---------------------------------------|---------------------------------------|
| No detectable or minimal community transmission | Minimal to moderate community transmission | Substantial, controlled transmission | Substantial uncontrolled transmission |
| Standard Model | Standard/Hybrid Model | Hybrid Model | Remote/ASD ConnectED |
| CDC recommends low mitigation | CDC recommends moderate mitigation | CDC recommends significant mitigation | CDC recommends shelter in place |

CHART will meet periodically, or as needed, to review data regarding:

1. Staff and/or student cases
2. Town by town active cases
3. Regional active cases
4. State active cases
5. Hospitalizations, local and in NH
6. Updates from Nashua Public Health/CDC/NHDOE/ etc.

Models of Operation & Key Features

STANDARD Model

Key Features

- Regular Academic Calendar and Bell Schedule
- All instruction is in person, no Remote option
- Adherence to Parent and Student Handbook
- Clubs and Activities available
- Masks not required, but strongly encouraged for unvaccinated individuals
- Social distancing, Home-screening, and hand hygiene encouraged
- Continued efforts to assure/improve ventilation and facility cleanliness

HYBRID Model

Key Features

- Adjusted Academic Calendar and Bell Schedule
- Limited Front Office Hours
- Instruction divided between on-site and remote, with 100% Remote option
- Students divided into Cohorts
- Adherence to COVID-Supplement Parent and Student Handbook
- Clubs and Activities limited
- Masks required
- Social distancing, Home-screening, and hand hygiene required
- Continued efforts to assure/improve ventilation and facility cleanliness

REMOTE/ASD ConnectED Model

Key Features

- Adjusted Academic Calendar and Bell Schedule
- Front Office Closed
- Instruction 100% Remote
- Adherence to COVID-Supplement Parent and Student Handbook
- Clubs and Activities remote
- Masks required
- Social distancing, Home-screening, and hand hygiene required for employees on-site
- Continued efforts to assure/improve ventilation and facility cleanliness

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LEA Plan on the Safe Return to In-Person Instruction and Continuity of Services

STANDARD Model of Operation

It is our intention to open ASD in a *Standard Model* on August 30, 2021. The *Standard* model will follow the basic operational procedures published in the [Parent/Student Handbook 2021-2022](#) but will include additional strategies for mitigation of risk through increased health and safety protocols.

Bell Schedules in Standard Model

Grade 6

| | |
|----------|---------------|
| Homeroom | 8:15 - 8:40 |
| Period 1 | 8:45 - 9:30 |
| Period 2 | 9:32 - 10:17 |
| Snack | 10:17 - 10:31 |
| Period 3 | 10:33 - 11:18 |
| Period 4 | 11:20 - 12:05 |
| Recess | 12:05 - 12:25 |
| Lunch | 12:30 - 12:55 |
| Period 5 | 1:00 - 1:45 |
| Period 6 | 1:47 - 2:32 |
| Period 7 | 2:34 - 3:30 |

Grades 7-12

| ODD DAYS Mon., Thur. & some Wed. | EVEN DAYS Tue., Fri & some Wed | ADVISORY Wednesdays |
|--|--------------------------------------|--------------------------------------|
| Homeroom 8:15 - 8:40 | Homeroom 8:15 - 8:40 | Period 1 8:15 - 8:55 |
| Period 1 8:45 - 10:15 | Period 2 8:45 - 10:15 | Period 2 9:00 - 9:40 |
| | | Period 3 9:45 - 10:25 |
| Period 3 10:20 - 11:50 | Period 4 10:20 - 11:50 | Period 4 10:30 - 11:10 |
| | | Lunch & Advisory 11:10 - 12:30 |
| Period 5 & Lunch 11:55 - 1:55 | Period 6 & Lunch 11:55 - 1:55 | Period 5 12:35 - 1:15 |
| | | Period 6 1:20 - 2:00 |
| Period 7 2:00 - 3:30 | Period 8 2:00 - 3:30 | Period 7 2:05 - 2:45 |
| | | Period 8 2:50 - 3:30 |

Logistics and Services in Standard Model

Attendance

All students are required to attend in-person classes daily as per our attendance policy. If a student is going to be absent from class, their parent/guardian must contact attendance@asdnh.org to report the absence as per the Attendance Policy.

Arrival

Students will be encouraged to arrive between 7:45-8:15 am. Students will be monitored keeping social distancing in mind whenever possible. Homeroom starts for all students at 8:15 and goes until 8:40 am.

Busing

Normal bus routes for Nashua residents will resume. Bus number, stop location, and anticipated pick-up & drop off times will be sent to all Nashua families regardless of whether or not their student will be taking the bus. Refer to the Parent-Student Handbook for more information about student busing.

Clubs and Activities

ASD clubs and activities will resume and the club and activity advisors will choose how and where the activities will take place. The school building will be open Monday-Thursday from 3:30-4:30 for clubs and activities.

Dismissal

Students will be dismissed from school at the end of the school day using 6th grade doors, front entrance doors, and cafeteria doors. Students will be asked to maintain 3 feet of distance when exiting the building.

Lunch

Students will eat lunch during the assigned lunch block utilizing the cafeteria and assembly room spaces to provide 3 feet of distance between students whenever possible. Students will be encouraged to wash and/or sanitize their hands before and after eating.

School Counseling, Special Education, and Student Services

All school counseling, special education, and ELL supports and services will be held during students' regularly scheduled school day.

Mitigation Strategies/Health & Safety Measures in Standard Model

The Academy for Science and Design has a duty to provide for the health and sanitation of its schools (see NH RSA 194:3, VIII). This duty includes “the daily administration and provision of educational services to students at the school facility including . . . staff, student, and parent safety...” (see RSA 194-C:4, II(j)).

To this end, the district will continue to implement a variety of mitigation strategies aimed at keeping people safe. While the following routines address mainly students and staff members, these requirements apply equally to anyone needing to enter a school building.

CDC recommendations will be reviewed biweekly in order to make appropriate adjustments to health and safety protocol(s). These strategies and guidelines are subject to change based on the needs of our school community.

In the Standard Model, ASD does not anticipate requiring the use of face masks while in the school building; however, in the event that mask-use is not mandatory, individuals are welcome and encouraged to make their own choice about whether or not to wear a mask in the school building. Decisions regarding mask requirements will reflect recommendations from the Nashua Public Health Department, as well as any relevant local, state, and federal legislation.

ASD will continue to encourage all community members to wash their hands regularly. Hand sanitizer and disinfectant supplies will be available in all classrooms.

Social distancing should be utilized whenever possible; however, may not be possible in the classrooms due to the number of students in the building.

Home Screening Procedure

Before leaving home, students and staff will complete the following steps:

- Temperatures need to be taken. If the temperature is 100.0° F or higher, students and staff need to stay home.
- The following questions need to be answered:
 - Are you experiencing any of the following symptoms?
 - Fever and chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headaches
 - New loss of taste or smell
 - Sore throat, congestion, or runny nose
 - Nausea, vomiting, or diarrhea
 - Have you had close contact with someone who is suspected or confirmed to have had COVID-19 in the past 10 days?
 - Have you, during the previous 10 days, traveled internationally or by cruise ship?
- Before leaving home, every student and staff member should wash their hands with soap and water for at least 20 seconds.

If the answer is YES to any of the above questions, students and staff need to stay home and contact the school nurse to self-report their symptoms, close contact, or travel.

Nurse will communicate the screening procedures to parents/guardians and will communicate to all families any updates or changes necessary per CDC and NH DHHS guidance.

Continuation of High-Quality Air Handling

ASD will continue to:

- Monitor air quality
 - Inspect and upgrade (if appropriate) filters to ensure proper installation and fit
 - Airflow maintenance
 - Maximize fresh air
- Clean, disinfect, and sanitize as recommended by the CDC and NH DHHS
- Use air purifiers in classrooms

Curriculum, Instruction, & Recovery in Standard Model

Google Classrooms will be maintained by all teachers to ensure a smooth transition between models. All students have equal access to physical and online instructional materials. See “Recovery Strategies” for specific details pertaining to additional academic recovery resources and additional professional development for faculty and staff.

In the Fall of 2021, there will be an emphasis on assessment of prior knowledge, understanding, and readiness for the academic rigor of the 2021-2022 academic year. Teachers will work collaboratively to address any areas of concern.

Transition planning is underway in the School Counseling Office to provide any needed support to families, employees, and students as they return to full, in-person learning in the fall.

HYBRID Model of Operation

If needed, ASD has developed a Hybrid Phase to support measured, safe transitions between a *Standard* Model of operation and the ASD *ConnectED (Fully Remote)* model.

Students will have the option to remain 100% Remote in the Hybrid Model. All ASD families are encouraged and supported in making the best, most appropriate decision for their student and family. ASD ConnectED maintains the ability for individual students to transition between fully remote and the current hybrid phase, or vice-versa.

For continuity, instruction will follow a “flipped classroom” model for all classes, meaning live classes will utilize more active learning activities, including labs. More information about this instructional model is discussed within the section Fully Remote/ASD ConnectED Model.

In the Hybrid Model, students are encouraged to engage in independent work on Wednesdays.

Hybrid Model

Students in grades 6-12 would be divided into two cohorts A & B. Each cohort will be able to attend on-site classes 2 days per week, according to the schedule below.

| Mon | Tue | Wed | Thur | Fri |
|---------------------|---------------------|--------------------------------------|---------------------|---------------------|
| Cohort A On-site | Cohort A On-site | School Campus Closed for Cleaning | Cohort B On-site | Cohort B On-site |
| Cohort B Remote | Cohort B Remote | | Cohort A Remote | Cohort A Remote |

*For Grades 7-12, Monday/Thursday are ODD Days, Tuesday/Friday are EVEN Days.

Cohorts

In order to allow every family full flexibility when making school attendance decisions **all** ASD students will have been assigned a cohort, regardless of whether or not they ever plan to attend on-site this academic year.

Cohorts have been divided as evenly as possible using the following factors: siblings, grade level, hometown, bus routes, and balancing class sizes.

Bell Schedule in Hybrid Model

Grade 6

| Mon, Tues, Thur, Fri | Meeting Time |
|---------------------------------------|--------------|
| Period 1 | 8:30-9:10 |
| Period 2 | 9:20-10:00 |
| Period 3 | 10:10- 10:50 |
| Recess (Break for Remote Students) | 10:55-11:15 |
| Lunch | 11:20-11:40 |
| Period 4 | 11:50-12:30 |
| Period 5 | 12:40-1:20 |
| Study Hall/ Office Hours | 1:30 - 3:00 |

Grades 7-12

| Odd Days (Mon/Thu) | Even Days (Tue/Fri) | Meeting Time |
|--|------------------------|-----------------|
| Period 1 | Period 2 | 8:30 - 9:30 |
| Period 3 | Period 4 | 9:40 - 10:40 |
| Mid- Day Block: Office Hours/ Advisory/Study/Lunch | | 10:50 -12:40 |
| Period 5 | Period 6 | 12:50 - 1:50 |
| Period 7 | Period 8 | 2:00 - 3:00 |

Logistics and Services in Hybrid Model

Arrival

Students must not arrive at the school building any earlier than 8 AM. All students must wear face masks in the building.

Students must maintain appropriate distancing in the parking lot and entry areas. Parents should not enter the school building except in emergency situations or if they have an appointment. Students will enter the building and proceed directly to their Homeroom.

There will be no gathering allowed in the hallways, cafeteria, or assembly room, etc. Because there will be no lockers in use, students will not be allowed to wander the hallways before reporting to class.

Teachers' duty schedules have been adjusted to ensure there is adequate supervision in each classroom prior to the start of school.

Attendance

All students are required to attend their scheduled classes either in-person or remotely using Zoom. This is a family choice. If a student is going to be absent from class, their parent/guardian must contact attendance@asdnh.org to report the absence as per the Attendance Policy.

Assigned Seating

Assigned seating will be used in all on-site classes for safety and contact tracing purposes.

Busing

Limited bus routes for Nashua residents will run on scheduled Cohort days. Bus number, stop location, and anticipated pick-up & drop off times will be sent to all Nashua families regardless of whether or not their student will be taking the bus.

Clubs/Extracurriculars

During the Hybrid phase, clubs or extracurricular groups should expect to continue to meet remotely. **There will be no after school activities on-site**, so that the building can be closed for cleaning. Any eventual on-site activities will need to be scheduled around building cleaning/sanitization or meet virtually.

Dismissal

At the end of the school day, students who are picked up or have a carpool should maintain social distance while exiting the building and while waiting outside for their ride.

Buses are expected to be waiting in the bus lot at dismissal. Students who take the bus will proceed to their bus immediately at the end of the school day. Masks must be worn while waiting for, walking to, and aboard the bus.

Lunch

Students will eat lunch during the assigned lunch block utilizing the cafeteria and assembly room spaces to provide 6 feet of distance between students whenever possible. Students will be encouraged to wash and/or sanitize their hands before and after eating.

School Counseling, Special Education, and Student Services

All school counseling, counseling programs, special education, and ELL supports and services will be held during students' regularly scheduled school day using Zoom for students who remain remote and in-person for students who choose to come to school.

Mitigation Strategies/Health & Safety Measures in Hybrid Model

The Academy for Science and Design has a duty to provide for the health and sanitation of its schools (see NH RSA 194:3, VIII). This duty includes “the daily administration and provision of educational services to students at the school facility including . . . staff, student, and parent safety...” (see RSA 194-C:4, II(j)).

To this end, the district will continue to implement a variety of mitigation strategies aimed at keeping people safe. While the following routines address mainly students and staff members, these requirements apply equally to anyone needing to enter a school building.

CDC recommendations will be reviewed biweekly in order to make appropriate adjustments to health and safety protocol(s). These strategies and guidelines are subject to change based on the needs of our school community.

On-Site Protocol in Hybrid Model

All who enter the school building must abide by the following rules and guidelines:

Before leaving Home

1. Complete a self-screening.
2. Check your bag for your mask and a back up mask.

Entering the Building

1. Masks will be required
2. Be sure to maintain social distancing when entering the school building.
3. Head directly to your first scheduled class. Students are not permitted to gather in the cafeteria or wander the hallways.
4. Wash or sanitize your hands.

During Class

1. Follow your teacher’s directions about assigned seating and spacing.
2. Stay in the classroom or assigned space.
3. Inform your teacher if you need to leave for the restroom or mask break area.
4. Wash or sanitize your hands before returning to assigned space.
5. Masks need to remain on during all activities.
6. Leave your classroom when dismissed by the teacher.

Hallways Between Classes

1. Head from one classroom to your next scheduled classroom. No socializing in the hallways.
2. Follow the signs and hallway markings for traffic flow.
3. Respect social distancing.
4. Wear your mask in the hallway unless stopping at mask break location.

Exiting the Building

1. Leave your classroom when dismissed by the teacher.
2. Maintain social distancing when leaving the school building.
3. Wash or sanitize your hands.

Home Screening Procedure

Before leaving home, students and staff will complete the following steps:

- Temperatures need to be taken. If the temperature is 100.0° F or higher, students and staff need to stay home.
- The following questions need to be answered:
 - Are you experiencing any of the following symptoms?
 - Fever and chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headaches
 - New loss of taste or smell
 - Sore throat, congestion, or runny nose
 - Nausea, vomiting, or diarrhea
 - Have you had close contact with someone who is suspected or confirmed to have had COVID-19 in the past 10 days?
 - Have you, during the previous 10 days, traveled internationally or by cruise ship?
- Before leaving home, every student and staff member should wash their hands with soap and water for at least 20 seconds.

If the answer is YES to any of the above questions, students and staff need to stay home and contact the school nurse to self-report their symptoms, close contact, or travel.

Nurse will communicate the screening procedures to parents/guardians and will communicate to all families any updates or changes necessary per CDC and NH DHHS guidance.

Continuation of High-Quality Air Handling

ASD will continue to:

- Monitor air quality
 - Inspect and upgrade (if appropriate) filters to ensure proper installation and fit
 - Airflow maintenance
 - Maximize fresh air
- Clean, disinfect, and sanitize as recommended by the CDC and NH DHHS
- Use air purifiers in classrooms

Curriculum, Instruction, & Recovery in Hybrid Model

Google Classroom

All classes will use Google Classroom to facilitate the distribution of class content and collect work from students. Students should check their Classroom page each day for any information that has been posted.

Online Platforms

In addition to Google Classroom, ASD teachers will be requiring the use of other online resources and platforms.

Flipped Classroom

ASD teachers will be utilizing the flipped classroom model for instruction. In this model, the instructional component of the course will be delivered through short videos (10-20 minutes at most) that students will watch prior to coming to class. These videos may have short comprehension questions embedded in them.

Class time will then focus on more interactive activities such as discussion, debates, Socratic seminars, working through problems, preparing and presenting projects. The underlying principle is to use the time with the teacher to tackle the harder concepts/problems rather than leaving students to confront those on their own outside of the classroom.

Extra Help / Office Hours

These times are designed to allow students to ask questions that were not addressed in class, get additional support on concepts, or delve further into a concept.

Sixth grade teachers will hold office hours during Period 6 at the end of the school day. The remainder of the teachers will hold office hours during the mid-day block of the academic day. Teachers will publish which days they will be holding office hours in Google Classroom. **To limit student movement, on-site students should expect to visit office hours via Zoom.**

Zoom

All classes will utilize Zoom in order for off-site students to access instruction. Teachers will post a link in their Google Classroom and send out a recurring calendar invite that includes the link for that class. Students should not share that link with anyone not in that particular section of the course.

FULLY REMOTE/ ASD ConnectED Model of Operations

If conditions require ASD to operate in a Fully Remote Model of Operation, the school will utilize the ASD ConnectED approach to instruction, with all academic classes conducted live using the Zoom Platform. Transitioning to a Fully Remote Model would be following the recommendation of the CHART Committee, and approved by the ASD Board of Trustees.

Bell Schedule in Remote Model

Grade 6

| | Mon & Fri | Tue & Thur |
|----------|---------------|---------------|
| Period 1 | 8:15 - 8:55 | 8:15 - 8:55 |
| Period 2 | 9:10 - 9:50 | 9:10 - 9:50 |
| Period 3 | 10:20 - 11:00 | 10:20 - 11:00 |
| Period 4 | 11:15 - 11:55 | 11:15 - 11:55 |
| Period 5 | 12:30 - 1:10 | 12:30 - 1:10 |
| Period 6 | No Class | 1:25 - 2:05 |

Grades 7-12

| Odd Days (Mon/Thu) | Even Days (Tue/Fri) | Meeting Time |
|-----------------------|------------------------|---------------|
| Period 1 | Period 2 | 9:00 - 10:00 |
| Period 3 | Period 4 | 10:30 - 11:30 |
| Period 5 | Period 6 | 12:00 - 1:00 |
| Period 7 | Period 8 | 1:30 - 2:30 |

Logistics and Services in Remote Model:

Attendance

All students are required to attend their scheduled classes remotely using Zoom. If a student is going to be absent from class, their parent/guardian must contact attendance@asdnh.org to report the absence as per the Attendance Policy.

Communications

ASD faculty and staff will continue to use ASDNH Google email accounts to correspond with students and parents. It is important that email communication take place in the ASDNH Google domain.

Please allow 24-48 hours (weekdays) for an email response from faculty and staff. There is no expectation that faculty and staff will respond to email during the weekend. If you have a question or concern about a class, it is important to reach out to the classroom teacher who has information and context about their classroom, content and assignments.

School Counseling, Special Education, and Student Services

All school counseling, counseling programs, special education, and ELL supports and services will be held during students' regularly scheduled school day using Zoom. Counselors, teachers, and service providers will work directly with students, families, community providers, and LEA vendors to schedule appointments for all services needed in compliance with all student learning plans.

Curriculum, Instruction, & Recovery in Hybrid Model

Flipped Classroom

ASD teachers will be utilizing the flipped classroom model for instruction. In this model, the instructional component of the course will be delivered through short videos (10-20 minutes at most) that students will watch prior to coming to class. These videos may have short comprehension questions embedded in them.

Class time will then focus on more interactive activities such as discussion, debates, Socratic seminars, working through problems, preparing and presenting projects. The underlying principle is to use the time with the teacher to tackle the harder concepts/problems rather than leaving students to confront those on their own outside of the classroom.

Zoom

All remote classes will be held using Zoom. Teachers will post a link in their Google Classroom and send out a recurring calendar invite that includes the link for that class. Students should not share that link with anyone not in that particular section of the course.

Google Classroom

All classes will use Google Classroom to facilitate the distribution of class content and collect work from students. Students should check their Classroom page each day for any information that has been posted.

Online Platforms

In addition to Google Classroom, ASD teachers will be requiring the use of other online resources and platforms. Once these are approved for use by the teachers, they will instruct you on how to set up your approved accounts.

Receiving Full Credit/ Deadlines

Although much of the written work will be completed during class, teachers may still set deadlines for completion of assignments. Students are expected to meet the deadlines set by their teachers. Individual teachers will set their own policy on accepting late work, with or without a grade penalty. The teachers will publish their policies in their syllabi at the beginning of the year.

When technology issues make a submission impossible, the student should email their teacher when they have internet connectivity and explain that they did not have internet service or bandwidth did not support submission.

Recordings

Teachers may choose to record their class lessons. Our beginning of year form asks for parental consent to record students for educational purposes, meeting the NHDOE standards under NH RSA 189:68, IV.il, etc.)

Technology

ASD will work with all families to meet technology needs for all students for remote instruction.

Extra Help / Office Hours

These times are designed to allow students to ask questions that were not addressed in class, get additional support on concepts, or delve further into a concept.

Every teacher will be offering at least 2 hours of extra help / drop-in office hours each week outside of the academic day. As with the regular classes, students must have video and microphone turned on, be dressed appropriately, and conduct themselves accordingly. Each teacher will set their own schedule and publish this information in Google Classroom.

ASD Student and Family Communication and Engagement Strategies

Communications Plan

Communication with all stakeholders during the ongoing COVID-19 crisis requires a comprehensive plan. Feedback and participation in the exchange of communication/information sharing from all stakeholders is critical to the overall success of the plan implementation, as well as the health and safety of our students. Feedback from all members of the ASD Community will be reflected in the decisions, plans, and procedures developed by the Academy for Science and Design. This plan provides for an open exchange of information and communication between all members of the ASD community.

ASD is committed to supporting students and families through the continued transitions of in-person instruction. The following are specific resources and communication updates available.

- ASD will continue to have resources available on inside.asdnh.org to support COVID-19 health and safety measures
- Regular Community meetings to share information and receive feedback from families, students, and other stakeholders
- Students will have access to social emotional support and programming through the school counseling department.
 - ASD will continue Advisory curriculum and programming to support Social Emotional Learning (SEL) initiatives.
 - ASD will continue to offer support groups/group counseling to students who are experiencing high levels of stress and anxiety.
 - ASD has created an at-risk program (+Connections) to support students who do not qualify for programs under Section 504 or IDEA, but have challenging family circumstances or are from underserved communities.
 - ASD is committed to expanding its partnership with community agencies and organizations to meet the mental health needs of students and families through the information and referral process.
 - ASD will continue to provide mentoring and tutoring services to students who are experiencing challenges recovering from the remote instruction period.
 - ASD Counseling department will provide updates to families about efforts to promote social emotional learning for students consistently across the middle and high schools.

Support for Faculty and Staff

- Biweekly Professional Learning Community (PLC) meetings
- Faculty support groups to discuss stress management strategies

How Families Can Help

- Know the health symptoms associated with COVID-19 and complete the screening protocol daily in the morning before leaving for school.
- Be prepared to keep your child at home if they or anyone in the family has symptoms of COVID-19 and report this to the school.
- Make sure your child's immunizations are up to date and provide documentation from a doctor if your child is in a high-risk category for COVID-19.
- Practice proper handwashing technique with your child.
- Do not hesitate to contact your child's teacher, principal, school counselor, or school nurse with questions or concerns.
- Please practice kindness. It is important to model kind and respectful communication with all community members.

In-Person Contact Tracing Plan for COVID-Positive Case Identified in a Student or Staff Member

COVID Response Team

- Director, Jenn Cava
- Assistant Director, Jess Golden
- School Nurse, Tracy Malloch, RN
- Registrar, Bonnie Doyle
- Safety Chair/ELO, Amy Bewley
- HR/Business Manager, Kym Harmon
- Office Manager, Lisa Moser
- Attendance Secretary, Shannon Michaels

School becomes aware of COVID-Positive Student

Who? Attendance Secretary, Nurse, Administration, etc.

(Classroom Teachers instructed to notify Attendance Secretary if they are notified of COVID-positive student)

1. Nurse is notified and confirms diagnosis via phone with parent/guardian
2. If positive, Nurse notifies COVID-Response Team via email: crt@asdnh.org and School Director via cell phone

COVID-Response Team Question: Was the student in school or participated in school activities in the 48 hrs before symptom onset (or test date if no symptoms)?

- If Yes, proceed with contact tracing
- If No, no further action

3. Parent or provider to provide documentation to Nurse of positive result

If Proceeding with Contact Tracing...

Identify Close Contacts using seating charts, schedules, sign-in sheet, etc.

Who? Registrar, Attendance Secretary (with support of Team/Classroom Teacher/Monitor as necessary)

Definition of Close Contacts: Less than 6' distance for 10 or more minutes, cumulative, during infectious period, regardless of mask use

Infectious period: 48 hrs prior to symptom onset, or date of test if asymptomatic, until person self-isolates.

Potential Close Contacts to include:

- Students in classroom/building
- Teachers/Staff/Volunteers
- Bus
- School-sponsored Activities

Registrar to complete Google Sheet and notify COVID-Response Team when sheet is Updated

First Notification of Close Contacts

Who? Assistant Director, ELO Coordinator/Safety Chair, Nurse, Office Manager

Using Google Sheet Team will notify Parent/Guardian of students who are Close Contacts via phone, including the following information:

*Your child has been identified as a **close contact to an individual who is confirmed positive for COVID** (within six feet for longer than 10 minutes). As per school policy and DHHS guidelines, your child must self-quarantine for 10 days from date of last contact. **End date of quarantine has been determined to be (Update Date)** The following day your child can resume regular activities including return to school.*

Please monitor your child for symptoms. If your child develops symptoms of COVID-19, stay home and have the child take a COVID-19 PCR test.

Under no circumstances can we share the name of the COVID-Positive Case with Close Contacts, etc.

- Using Google Sheet (link here) Team will notify adult employees/volunteers via phone or in-person if on-site
- Team member who notified will update Google Sheet after contact is made for each Close Contact

Second Notification of Close Contacts via Letter

Who? Director or Designee

- Director will notify Parent/Guardian via letter (sent through email)
- Using Google Sheet (link here) Director will notify Employee/Volunteer via letter (sent through email)

- For Employees, HR/Business Office Manager will follow up with liability insurance, Personnel Committee, FMLA, etc.
- Director will update Google Sheet after contact is made via letter

Notification of Nashua Public Health Department

Who? Director or Designee

- Registrar will Update/Prepare Excel Spreadsheet for Director to send to CHDN@nashuanh.gov
- Director will send Updated Excel Sheet to CHDN@nashuanh.org

When Notification of Larger Number of Community Members is Warranted

Who? Director or Designee

- Director will make a determination when additional notification of School Community Members is warranted

Recovery Strategies: Student/Family/Employee Support

The 2020-2021 school year was a formidable challenge. As we shift our focus from reopening to recovery, we will need the cooperation of all students, staff, and community members. In order to continue in-person instruction, to provide opportunities for recovery, and to build the resiliency and adaptability of our District, it will be necessary for students, staff, and parents to cooperate with the procedures and protocols outlined in the phases of our plans and any updates that may be instituted as the situation evolves.

As outlined in our Reopening Framework, it is our continued goal to work toward having students on a normal curve of learning by the end of the school year 2022. This will require the District, the School Board, and the community to look beyond the traditional school calendar and implement not only differentiated instruction for students, but recognize that some students may need additional instructional time and support through extended school days and structured year-round learning opportunities.

As we continue our planning process for the remainder of the 2021-2022 school year and beyond, we will keep the community up-to-date on what we believe our successes are and what our challenges will be as we move beyond the COVID-19 pandemic and into a new normal for our students, our staff, and our community.

Professional Development (PD)-Summer 2021

- End-of-year PD days devoted to curriculum review
- Open discussion of SAS data- Fall 2020 and Spring 2021 compared to student achievement in core program courses
- Discussion of learning/knowledge gaps: creating of scaffolded recovery and review approach in course progress series
- Review and revisit the discussion of rigor vs. traditional homework
- Presentation of Trauma Informed Education-Part 2 Implementation and Practice
- Making SEL work for student engagement

Student Summer Programming: 2021

- Summer programming will be offered based on data-driven recovery needs through optional summer school enrichment programs
 1. Summer programming will be offered in 2021: July 6-July 30th, 4 days a week (M-T-W-TH) 9 am-12 pm
 2. Personalized learning plans to support individual student needs in credit recovery: broken into competency packets with available tutoring as well as VLACS courses to assist with credit recovery

- Virtual meetings/phone calls to families of students who are in need of an alternative pathway to graduation

Title I-A Program: 2021

- A Title 1-A Program is in the process of implementation with a projected start date of August 2021

Professional Development 2021-2022 School Year

- Continue biweekly PLC meetings
- Advisory coaching blocks by grade level
- SEL workshops to promote daily SEL activities in advisory as well as in traditional classrooms
- Developing common assessments across subjects to address learning gaps

Student School Year Programming 2021-2022

- ASD has created an at-risk program (+Connections) to support students who do not qualify for programs under Section 504 or IDEA, but have challenging family circumstances or are from underserved communities.
- After school tutoring and extra help programming for Math and ELA 1 day per week after school-all students are welcome.

Summer 2022

After review of data for SAS testing, common assessments, and student grades for the 2021-2022 year, adjustments will be made to support summer programming.

- Summer programming will be offered based on data-driven recovery needs through optional summer school enrichment programs
 1. Summer programming will be offered in 2022: Dates have not been determined.
 2. Personalized learning plans to support individual student needs in credit recovery: broken into competency packets with available tutoring as well as VLACS courses to assist with credit recovery
- Virtual meetings/phone calls to families of students who are in need of a more traditional pathway to graduation

Title I-A Program: 2022

- A Title 1-A Program is in the process of implementation with a projected start date of August 2021 and if successful-programming will be offered in summer of 2022

Technology: Connectivity and Support

Student Devices

School owned devices will remain at school during in-person learning and be sent home with the student if it becomes necessary to transition to remote learning. 7th grade students will continue to be issued a device as part of the 1:1 initiative. Students at these levels will be expected to bring their device to and from home daily.

ASD provides all students without personal devices Chromebooks to access their curriculum and instruction in all models.

Internet Access

Should the need arise, ASD will work with local cellular vendors to procure cellular hotspots. The hotspots can use a cellular signal to create a WiFi network to which laptops, Chromebooks, and other devices can connect. These devices will be made available to families who have inadequate Internet access at home to support remote learning.

Digital Resources

ASD will provide digital resources to staff and families to support training on the technology platforms that are being used with in-person and remote learning. The Internet Security Officer will seek ongoing feedback from the community to identify technology training needs and provide additional resources and support to address those needs.

References & Acknowledgements

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** Special thanks to the ConVal School District and Superintendent Kimberly Saunders for making their Reopening Plan available to New Hampshire schools as a resource. It is through this type of collaboration that our Granite State will continue to make our schools safer, healthier, and more effective for our students. **

LEA Plan on the Safe Return to In-Person Instruction and Continuity of Services

This document is intended to meet the federal statutory requirement that, within 30 days of receiving ARP ESSER LEA allocation (anticipated May 24th), an LEA shall publish an LEA Plan on the Safe Return to In Person Instruction and Continuity of Services, which is often called a “school district reopening plan.” Note, if an LEA developed a plan before The American Rescue Plan Act (ARPA) was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements below, then the LEA must revise its plan no later than six months after receiving ARP ESSER funds

For further context, please reference ARPA (<https://www.congress.gov/bill/117th-congress/housebill/1319/text>) or

Interim Final Requirements of ARP ESSER <https://www.govinfo.gov/content/pkg/FR2021-04-22/pdf/2021-08359.pdf>

I. General Information

1. LEA Name: Academy for Science and Design (H)
Academy for Science and Design (M)

2. Date of Publication: June 18, 2021

II. Transparency and Accessibility

1. This plan for the safe return to in-person instruction and continuity of services was published and made publicly available online here: www.asdnh.org

2. Before making the plan publicly available, the LEA sought public comment on the plan and took such comments into account in the development of the plan: *Yes*
Description: Opportunities for public comment include ASD Board of Trustees’ meetings, CHART Committee review/revision, Online survey/feedback

3. The plan is in an understandable and uniform format: *Yes*
Description: Organized format with clear headings, table of contents, and summaries

4. The plan, to the extent practicable, is written in a language that parents can understand or, if not practicable, orally translated): *Yes*
Description: Clear and concise summary of key features of plan, support staff available for questions

5. The plan, upon request by a parent who is an individual with a disability, is provided in an alternative format accessible to that parent: *Yes*

Description: Publicly available on website with all accessibility settings for individuals with disabilities, support staff available to assist with questions or additional accommodations

III. Health and Safety

1. How the LEA will maintain the health and safety of students, educators, and other school and LEA staff:

Description during SY20-21: Through guidance and collaboration with state and local health agencies, the Academy for Science and Design's CHART Committee will continue to make recommendations to the Board of Trustees regarding health and safety measures for students and employees.

Description during SY21-22: Through guidance and collaboration with state and local health agencies, the Academy for Science and Design's CHART Committee will continue to make recommendations to the Board of Trustees regarding health and safety measures for students and employees.

2. The LEA's adoption of the following CDC health and safety strategies are described below: (Note federal regulation on this plan requires such reporting but does not require the adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public health officials.)

a. Universal and correct wearing of masks:

During SY20-21: *Yes*

During SY21-22: *Somewhat*

Description of both SYs: Universal and correct wearing of masks has been required during the 2020-2021 academic year. Beginning July 1, 2021, mask wearing will be optional. Individuals who are not vaccinated may be encouraged to wear a mask, depending on current community transmission rate, but not required.

b. Physical distancing (e.g., use of cohorts/podding and modifying facilities):

During SY20-21: *Yes*

During SY21-22: *Somewhat*

Description of both SYs: Social distancing during the 2020-2021 academic year began as a mandatory 6 feet, transitioned to mandatory 3 feet, then to 3 feet whenever possible. For the 2021-2022 academic year, social distancing will be recommended whenever possible. Cohorts will be prepared in advance in the event that the number of students on-site needs to be limited. The school is prepared to return the facility to a 50% capacity if necessary, including movement of furniture and physical boundaries.

c. Handwashing and respiratory etiquette:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description of both SYs: As it has always been good practice for promoting health and safety, especially during cold and flu season, hand hygiene and respiratory etiquette will remain an important mitigation strategy at the school.

d. Cleaning and maintaining healthy facilities, including improving ventilation:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description of both SYs: The school will continue to maintain an appropriate cleaning schedule as well as maintain the recently updated ventilation system. The school will continue to pursue funding and other means of support for longer-term improvements to the ventilation system, furnishings, etc.

e. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, and/or Tribal health departments:

During SY20-21: *Yes*

During SY21-22: *Somewhat*

Description of both SYs: The school maintains an updated contact tracing plan that is implemented by the on-site COVID-response team. The plan will continue to be updated to reflect current guidance from local, state, and federal agencies. Based upon that information, the school will not require vaccinated individuals who have been exposed to COVID to isolate/quarantine, and will continue to encourage individuals to refer to the guidance of health professionals when in question.

f. Diagnostic and screening testing:

During SY20-21: *Somewhat*

During SY21-22: *Somewhat*

Description of both SYs: While the school does not provide diagnostic or screening testing on-site, school officials directed individuals presenting COVID symptoms or who were in close contact to positive COVID cases to seek diagnostic testing during the 2020-2021 academic year. For the 2021-2022 academic year, the school will refer individuals to healthcare providers in cases of exposure or those presenting symptoms.

g. Efforts to provide vaccinations to school communities:

During SY20-21: *Somewhat*

During SY21-22: *Somewhat*

Description of both SYs: ASD was able to join a vaccine clinic for employees in the Spring of 2021. Moving forward, the school will explore opportunities to offer clinics to individuals interested in participating.

h. Appropriate accommodations for children with disabilities with respect to health and safety policies:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description of both SYs: All children with disabilities are required to adhere to all health and safety policies. When applicable, children with disabilities were provided appropriate support, education, and accommodations to be in compliance with their learning needs as well as the health and safety measures needed to mitigate illness.

i. Coordination with state and local health officials:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description of both SYs: The Academy for Science and Design works very closely with local and state health officials. ASD's CHART team (Committee Helping ASD Redesign and Transition) includes one member of Nashua Public Health and Community Services. The CHART team makes all recommendations to the Board of Trustees for health and safety mitigation.

IV. Continuity of Services

1. The LEA has provided continuity of services in addressing student academic needs:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description during SY20-21: ASD opened in a Hybrid Model and all students with disabilities were provided services both on-site and remotely. In the full return to in-person instruction, all Special Education, related services, and/or 504 support services were provided in-person during the student's regularly scheduled school day to minimize disruption and transitions.

Description during SY21-22: As ASD prepares to open in a Standard, fully in-person model, all Special Education, related services, and/or 504 support services will be provided in-person during the student's regularly scheduled school day to minimize disruption and transitions.

2. The LEA has provided continuity of services in addressing student social, emotional, mental, and other health needs, which may include student health and food services:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description during SY20-21: ASD opened in a Hybrid Model and all students were able to participate in regular social emotional learning (SEL) activities on-site as well as a variety of SEL activities during the Advisory period. Counseling services and programs were available and provided both on-site as well as remotely via Zoom. When ASD transitioned to full in-person instruction, counseling services and programs continued on-site and the Advisory program continued to address student needs. The Counseling Department continued to provide resources and referrals to local mental health agencies and community agencies to support students and families in need.

Description during SY21-22: As ASD prepares to open in a Standard, fully in-person model, students' social, emotional, and mental health needs will be addressed in a variety of ways including: direct one-to-one counseling, group counseling/support groups, +Connections at risk group, continued Advisory programming, as well as the NH Behavioral Health survey-support from DHHS, as well as resources and referrals to local mental health agencies.

3. The LEA has provided continuity of services in addressing staff social, emotional, mental, and other health needs:

During SY20-21: *Yes*

During SY21-22: *Yes*

Description during SY20-21: ASD provided faculty and staff with a biweekly support group to discuss stress management strategies/coping skills. ASD Counseling Department provided mental health triage for faculty and staff in need. ASD Counseling Department made referrals to

local mental health agencies to assist faculty and staff with connecting to counseling/therapeutic resources and appointments. Online education and wellness resources were made available.

Description during SY21-22: ASD will continue to provide faculty and staff with biweekly support groups, mental health triage, as well as referrals to local mental health agencies. Online wellness education will continue to be available and encouraged.

V. Plan Review 1. The LEA will meet the federal regulatory requirement to review and, as appropriate, revise its Safe Return to In-Person Instruction and Continuity of Services Plan at least every six months through September 30, 2023 (the award period including the Tydings period). (Note an LEA that developed a plan before ARPA was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements above must revise its plan no later than six months after the LEA receives LEA ESSER funds.): *Yes*

Description: In collaboration with local and state agencies, as well CHART, ASD's school-based committee including all stakeholders, the Academy for Science and Design will review the Safe Return to In-Person Instruction and Continuity of Services Plan every six months and update it accordingly.

2. In doing so, the LEA will meet the federal statutory requirement to seek public input and take such input into account in determining whether to revise the plan and, if revisions are determined necessary, on the revisions it makes to its plan.
Yes

Description: In collaboration with local and state agencies, as well CHART, ASD's school-based committee including all stakeholders, the Academy for Science and Design will continue to seek public input on the Safe Return to In-Person Instruction and Continuity of Services Plan every six months and update it accordingly. Methods for collecting input include Community Meetings, public Board meetings, online surveys, CHART team meetings including a diverse group of stakeholders, and email communications.

3. In doing so, the LEA will also meet the federal regulatory requirement to address CDC safety recommendations and, if the CDC has updated its safety recommendations at the time the LEA is revising its plan, each of the updated CDC safety recommendations. (Note federal regulation on this plan requires such reporting, but does not require adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public health officials.)
Yes

Description: In collaboration with local and state agencies, as well CHART, ASD's school-based committee including all stakeholders, the Academy for Science and Design will

continue to review the Safe Return to In-Person Instruction and Continuity of Services Plan in light of any updates to CDC guidance and update it as appropriate.

VI. Authorization

LEA Superintendent's Signature:

LEA Superintendent: Jennifer Cava

Date: June 16, 2021