

Greenland Central School COVID-19 Plan 2021-2022



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Introduction/Guiding Principles

- **Maintain a healthy and safe community while reviewing CDC guidelines and following the state guidance**
- **Maximize the number of days/time for in person learning**
- **Provide guidelines for elementary and middle level learners**
- **Create a learning environment that can be fluid whether we are in school or remote**

The Greenland School District has the right to change the components of this plan at any time as the circumstances warrant.

Highlights of the Plan

- All students will be offered in-building learning five days a week. Preventative measures will be taken to promote the safety of all staff and students.
- Students will be required to wear their masks while in the building.*
- Staff will be required to wear their masks while in the building with students and when traveling through the building.*
- Students and staff will use other precautionary measures throughout the day, including, but not limited to social distancing, proper hand and respiratory hygiene, and the use of protective barriers (as needed).
- Mask breaks will be provided to students preferably when students are outdoors, or when social distancing can occur.
- Students and staff will be required to wear masks on buses.
- We will continue to prioritize the mental and emotional well-being of staff and students while creating and fostering healthy, caring relationships, and a sense of community.

****Any changes to mask-wearing will be made at the board-level and will be informed by overarching data points. If changes are made, a communication will be distributed stating these changes, and the duration of these changes.***

Health & Operational Logistics

District Leadership Team and COVID-19 Coordinators

The District Leadership team constitutes the SAU 50 Administrative Team which is composed of the following building-level and SAU-level administrators from across the SAU:

- | | |
|---|--------------------|
| ● Superintendent | Salvatore Petralia |
| ● Assistant Superintendent | Kelli R. Killen |
| ● Director of Special Education | Sarah Reinhardt |
| ● Director of Technology | Brian Grattan |
| ● Business Administrator | Sue Penny |
| ● Facilities Director | Timothy MacDuff |
| ● Principal, Greenland Central School | Tamara Hallee |
| ● Assistant Principal, Greenland Central School | Lauren Teeden |
| ● Special Education Coordinator, Greenland Central School | Shonda Thibeault |

The COVID-19 Coordinators for Greenland Central School are Principal Tamara Hallee, Nurse Kelly Paul, and Assistant Principal Lauren Teeden.

Communications

Greenland Central School will draft and disseminate comprehensive written communication plans to both staff and families prior to the start of the 21-22 school year. These plans will include:

- Welcome back letter and Student supply list
- Families to complete electronic forms using express enrollment
- Daily safety procedures in school
 - Bus protocols
 - Visitors and volunteers at school protocols
- Include drop off and pick-up info, including map
- Gr. K-1 in person back to school transition meetings
- Gr. 2-6 *virtual* transition meets
- Sample Daily schedules
- Self-isolation guide
- NH DHHS Self Observation Guidelines
- Discontinuation of isolation
- Testing Information
- NH DHHS Facemask Guidance
- Quarantine Guide
- Choosing Safer Activities
- CDC Travel Guidance: Domestic and International

Communication to families will be disseminated via email, as well as posted on the school website.

Building and Grounds

Preparations

Greenland Central School will complete the following tasks in order to prepare the building and grounds for students' and staff's safe return.

- Signage: School will have signage on entrances alerting visitors to entrance rules (volunteers report to the front office). Post signage regarding washing hands (print and laminate) in bathrooms.
- Stock classrooms with sanitizer.
- Stock Nurse's office with masks, gloves, hand sanitizer and other safety materials.

Classroom Structure

- Desks and tables will be spaced a minimum of 3 feet apart. Plexiglass or dividers will be used when eating and as needed for tables and for grouping desks into quads.
- We will limit shared teaching materials to those that can be easily cleaned and disinfected at the end of the day or more often as needed.
- Minimize the potential for the spread of germs in the classroom space by temporarily removing items that are not easily cleanable and not necessary for educational purposes. Excess furniture and materials will be moved into storage.

Daily Procedures

- Daily wiping down of door handles, bathrooms.
- Daily sanitization of common spaces and rooms.

Staff/Students Sick at School

Procedures for Staff/Students Sick at School

- Students or staff who show symptoms of being ill, whether COVID related or not, will stay home.
- GCS is requesting you to have your student(s) tested for COVID-19 if they are experiencing **any** of the following symptoms.
 - Fever/ Chills
 - Cough
 - Sore Throat
 - Shortness of Breath

- Fatigue
- Diarrhea
- Nausea/ Vomiting
- Runny Nose/ Congestion
- Body/ Muscle Aches
- Headache
- New Loss of taste or Smell
- MIS-C Symptoms (Rash, Neck Pain, Bloodshot Eyes, Abdominal Pain)
- If a student has any of the above symptoms, please keep the student home, call the school attendance line or email GCSattendance@sau50.org with a list of all of their symptoms and have the student tested for COVID-19.
- Any student or staff in the building showing symptoms of being ill, whether COVID related or not, will be sent to the nurse's office for evaluation.
 - The school nurse will record the symptomatic person's temperature and perform a brief assessment of the person's complaints or symptoms
- Students or staff who show symptoms of being ill, will be sent home and **asked** to be tested for COVID. If a student, the parent will be called for immediate dismissal. **If staff or students have any of these symptoms, they are asked to get a test for a COVID-19 infection prior to returning to school or isolate at home for a period of 10 days from onset of symptoms. If your rapid (antigen) test for COVID-19 is negative but a PCR test has been collected and sent, you must remain home from school until the negative PCR test results arrive.**
- Students and families who show signs of illness are strongly encouraged to contact primary care physicians for advice.
- Siblings of students who are undergoing testing for mild non-specific symptoms do not need to be excluded
- Siblings of students who are undergoing testing for highly suspect symptoms should be excluded from school

Student or staff returning to school:

- Symptomatic and tests negative for COVID-19:

If staff or students have any covid symptoms, they are asked to get a test for a COVID-19 infection prior to returning to school or isolate at home for a period of 10 days from onset of symptoms. If your rapid (antigen) test for COVID-19 is negative but a PCR test has been collected and sent, you must remain home from school until the negative PCR test results arrive.

NOTE: Use of FDA EUA home tests is acceptable as well. Please provide Nurse Kelly with a picture of your results, including

name, date. It is often recommended to retest after several days of administering home tests. Please follow guidelines on the box. Regardless of the result, students should remain home if they are still symptomatic.

- Once the family has provided the school with a copy of the negative test results, AND
- They are 24 hours fever free without medication,
- **AND their symptoms have improved.**
- Symptomatic, but the person, student or staff, refuses testing: they will have to follow the same requirements as if they are positive for COVID. **See above bullet; symptomatic and confirmed with COVID-19.**
- Asymptomatic, but tests positive: **10 days quarantine**

Reporting and Investigating COVID-19 in the Educational Facility

1. Any staff or student, confirmed with COVID-19, should immediately contact the school nurse. The school nurse will confirm the positive result with NH Public Health. Once confirmed, the school nurse will contact the principal and superintendent.
 - a. If a parent or other family member is confirmed with COVID, the district has no responsibility to inform and will direct the family to follow their doctor's orders, CDC and NH Guidelines, in terms of testing, isolation, and quarantine of other family members.
2. Public health or GCS Administration will conduct an investigation to identify people who may have been in "close contact" with a student or staff member diagnosed with COVID-19 during their infectious period. As part of the investigation, investigators seek to identify close contacts starting two days before the person became symptomatic or tested positive for COVID-19 (if asymptomatic).
3. "Close contact" is defined (in a school setting) as a person being within 3 feet of someone with COVID-19 (indoors) for a cumulative time of 10 minutes or longer during the person's infectious period; this exposure can occur over **multiple separate contacts or even days**. Depending on individual circumstances, and on a case-by-case basis, public health or GCS Administration may identify other individuals considered at risk for exposure as the state guidelines refer to being more than 3 feet apart, seated, with consistent mask use.
4. Any person who is identified as a close contact or at risk for exposure to COVID-19 based on the investigation will be required to Self Observe 14 days from their last day of exposure. This will be assessed on a case by case basis by public health and/or school administration.
*** Note: NH DHHS is suggesting not to "quarantine" entire classrooms or students in classes of positive individuals. Instead, they are asking people to "self observe".**

However, it is important for us to know that NH DHHS considers sleepovers as “household contact”. See below:

Quarantine Guide for Unvaccinated People Exposed to COVID-19 in their Household

If you are unvaccinated and have been identified as a household contact to someone diagnosed with COVID-19, then you are at risk of developing COVID-19 in the 14 days after you were exposed, and you should follow these instructions.

Household Contact: any individual who lives and sleeps in the same indoor shared space as another person diagnosed with COVID-19 (either a temporary or permanent living arrangement), leading to close contact and potential repeated exposure to the person with COVID-19. This includes situations where there may be temporary but prolonged exposure such as occurs as sleep-over events, shared camp cabins, vacation rentals, etc.

- a. NH public health will work with schools to collect the necessary information (through the schools point-of-contact), interview the person diagnosed with COVID-19, and potentially other staff involved to gather information to make an informed decision about risk and need for people to self observe or quarantine.
5. Public health will also assist with school and student/family communication.

Person(s) with suspected or confirmed COVID-19 must stay out of education programming until symptom-based criteria are met for discontinuation of isolation.

Please refer to the New Hampshire Department of Health and Human Services [“I tested positive section”](#) for further information.

Staff/Students Required to Quarantine or Self Observation

Quarantine Based on Exposure

- Students and staff *that are not fully vaccinated or received a positive COVID-19 test within 90 days of exposure* who have a “household exposure” to someone suspected or confirmed to have COVID are required to quarantine for **10 days**. ***Individuals may not test out of “exposure” quarantine.**
- Anyone who develops symptoms, regardless of vaccine status or prior positive COVID-19, If should notify the school, isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing, if indicated, and inform their health care provider of their vaccination status at the time of presentation to care.
- From the CDC: People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.
- Staff and students in quarantine must follow the [DHHS isolation and Quarantine Guide](#) and the [CDC guidelines for Quarantine](#).
- Individuals may not engage in “in person” educational or extra-curricular activities.
- Individuals must [keep their distance](#) from friends, relatives, and family members.

Self Observation

- Students and staff *that are not fully vaccinated or received a positive COVID-19 test within 90 days of exposure* who have been exposed (**outside of a household exposure**) to someone suspected or confirmed to have COVID are required to self observe for **14 days**.

Travel

GCS requires that staff and students adhere to the [CDC guidelines regarding travel](#).

- Everyone who chooses to travel regardless of vaccination and immunity status should wear a well-fitted mask, physically distance, avoid large groups and gatherings, frequently sanitize hands, and self monitor for symptoms.
- Students do not need to quarantine if they have a parent who travels internationally for work.
- *Staff or students traveling within the United States no longer require a quarantine period. However, the CDC does recommend testing 3-5 Days after travel.*

International Travel

- **Be aware of COVID risk factors in different destinations.**
- *Anyone who travels internationally or on a cruise ship that is not fully vaccinated or received a positive COVID-19 test within 90 days of travel needs to self-quarantine for **10 days** from their return to NH. People can end quarantine after 7 days if a person is asymptomatic and a negative PCR-based test is collected between day 6 and 7 of quarantine. **Students will provide a copy of the test results to the school nurse if they return to school after day 7.***

****NOTE: You do NOT need to quarantine for 10 days or get tested for COVID-19 if either of the following apply:**

- You are fully vaccinated against COVID-19 and more than 14 days have passed since you received the second dose of your COVID-19 vaccine.
- You have previously tested positive for active COVID-19 infection (by PCR or antigen testing) in the last 90 days (if you had a previous infection that was more than 90 days ago, you must still follow all quarantine requirements).
- If you become symptomatic after travel, you should inform the school, isolate yourself from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing, if indicated, and inform your health care provider of your vaccination status at the time of presentation to care.

Please note: If families elect to travel internationally, the quarantine period **after returning from travel** is part of the time away. Please refer to [policy JH](#) regarding dissemination of work.

Interim Public Health Recommendations for Fully Vaccinated People

Recommendations for Isolation, Quarantine and Testing

The following recommendations apply to non-healthcare settings.

Fully vaccinated people with COVID-19 symptoms

Although the risk that fully vaccinated people could become infected with COVID-19 is low, any fully vaccinated person who experiences symptoms consistent with COVID-19 should isolate themselves from others, be clinically evaluated for COVID-19, and tested for SARS-CoV-2 if indicated. The symptomatic fully vaccinated person should inform their healthcare provider of their vaccination status at the time of presentation to care.

Fully vaccinated people with no COVID-like symptoms following an exposure

Fully vaccinated people with no COVID-like symptoms do not need to quarantine or be tested following an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low.

Fully vaccinated people who do not quarantine should still “self observe” (monitor) for symptoms of COVID-19 for 14 days following an exposure. If they experience symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing, if indicated, and inform their health care provider of their vaccination status at the time of presentation to care.

**For the purposes of this guidance, people are considered fully vaccinated for COVID-19 ≥ 2 weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or ≥ 2 weeks after they have received a single-dose vaccine (Johnson and Johnson (J&J)/Janssen).† [\[3.8.21, CDC Guidelines\]](#)*

In the Event Students/ Staff Quarantine Guidelines

- Building-based students who are healthy, but in quarantine, will engage in learning under the supervision of their classroom teacher. Teachers will provide assignments to students from their class who are engaged in temporary remote learning *due to quarantining*.
- Building-based students who are sick and quarantined will not be expected to keep up with their assignments while they are recovering. Sick students should coordinate with their classroom teacher(s) to make up missing work when they are well enough to do so.
- In the event that a staff member must quarantine while his or her students remain in the building, (when possible) a substitute teacher will be procured to supervise students. If the teacher is healthy and in quarantine, the teacher will utilize Google Classroom to provide instruction remotely to the students in the building (under the supervision of a sub). If the teacher is sick or caring for a sick family member and is unable to provide remote

instruction, the teacher will provide sub plans and the substitute will carry out the instruction for students.

- In the event that an entire class must quarantine, that class will move into remote instruction and follow the guidelines outlined in the Remote Instruction section described below.
- Communication will be sent via email to all staff and families if there is a confirmed COVID-19 case at the school.
- Staff and Families should expect to receive communication from the Principal, Assistant Principal, School Nurse, or Public Health if they will need to quarantine.
- From the CDC: People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department
- Staff and students in quarantine must follow the [DHHS isolation and Quarantine Guide](#) and [CDC guidelines for Quarantine](#)
- Individuals may not engage in “in person” educational or extra-curricular activities.
- Individuals must [keep their distance](#) from friends, relatives, and family members

Individuals may not test out of “exposure” quarantine.

Additional Cleaning Protocols in the Event of Confirmed COVID-19

We will follow the CDC guidance on how to disinfect the facility if someone is sick. If a sick child or staff person has been isolated in the facility, we will also clean and disinfect surfaces in the nurse’s office after the sick person has gone home.

We will implement the following cleaning protocols if COVID-19 is confirmed in a child or staff member:

- Clean and disinfect all areas used by the person who is sick, such as classrooms, offices, bathrooms, and common areas.
- If more than seven days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.

Daily Operations

Student and Staff Safety Protocols

Face Coverings/Masks

Please refer to CDC guidelines (hyperlink:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>)

on acceptable mask use and considerations

- While on school buses/transportation, students and staff will be required to wear a mask.

- Students will be required to wear their masks while in the building.
- Staff will be required to wear their masks while in the building with students and when traveling through the building.
- Mask breaks will be provided to students preferably when students are outdoors, or when social distancing can occur.
- Masks will not be required when outdoors.

Proper Hygiene Protocols

- Students and staff will wash hands or sanitize at designated times (*arrival, before/after eating, using the restroom*).

Classroom Operations

- In the event of a public health investigation into a person with confirmed COVID-19 assigned seating and attendance records will aid in identification of students in close contact and potentially lessen the number of students needing to undergo “self observation”.
- When possible, limit the use of shared materials. If shared teaching material is necessary, then focus on hand hygiene.

Arrivals and Dismissals

- We will be returning to our regular arrival routine. Students will be arriving between 7:25 and 7:35. Announcements to occur at 7:40.
- All students will enter through the main entrance.
- GCS will communicate an arrival/dismissal plan with the welcome letter this summer.
- Buses will be dismissed first then walkers and car pick ups will be dismissed. All students will exit through the main entrance. Students awaiting car pick-up will be in the MPR. Each grade level will be assigned an area. Students will be masked and should practice 3-6 foot social distancing. Students awaiting extracurriculars will follow the same protocols in the gym.

Lunch/Recess

Grades 7-8 students will have lunch in the cafeteria, **classroom**, or outdoors while social distancing.

Grades K-6 students will eat in the classroom or outside. If outside, they can eat as a grade provided their seating is socially distanced. School lunch will be delivered to the K-6 classrooms by lunchroom staff or designee.

Sanitization

All students will sanitize (or wash) hands before and after lunch. Tables / desks will be washed before and after eating by students.

Outdoor Recess

Due to recent COVID-19 guidance, students will not be assigned zones for recess. Students and staff will be encouraged to sanitize their hands upon re-entering the school.

Unified Arts Classes

- Music will take place outdoors or in the music room. Singing or use of wind instruments may occur if students are well distanced. **(8-10 feet apart)**
- PE will take place outdoors whenever possible. During inclement weather, PE will take place in the gym. Proper hand hygiene will be encouraged when entering and leaving the space.
- Art will take place in the art room. Proper hand hygiene will be encouraged when entering and leaving the space.
- The Media Center will be open for classes. Proper hand hygiene will be encouraged when entering and leaving the space.
- STEM will take place in the STEM Lab. Proper hand hygiene will be encouraged when entering and leaving the space.
- Spanish in grades 3-5 will take place in the students' classrooms.
- **Band to occur outdoors or in the MPR with social distancing and other safety precautions.**

Outdoor Classes

Health experts indicate that the risk of coronavirus transmission is lower outdoors and the American Academy of Pediatrics recommends that schools utilize outdoor spaces whenever possible ([American Academy of Pediatrics, 2020](#)). In addition, research confirms that there are many additional [benefits](#) to holding class outdoors, including improved academic performance, better health, decreased stress, and decreased behavior problems. For all of these reasons, we will encourage staff to teach their classes outside whenever feasible and appropriate. For core classes, this may include Morning Meeting/Advisory, Reader's Workshop, Read Aloud, snack and lunch. In addition, all physical education and music classes may take place outdoors, weather permitting.

Visitors and Volunteers

Visitors

- Visitors will be required to follow GCS COVID-19 guidelines when utilizing the building.

- If parents need to drop off students' belongings they must label the item(s) and drop them in the entry vestibule.

Classroom volunteers

- Volunteers will not be permitted in the building at this time. They may be permitted for outdoor activities at the discretion of the administration. This will be reevaluated later in the year.
- Individuals volunteering for outside events will ring for entry into the vestibule. They will sign the volunteer log.
 - Volunteers must also sign a screening document certifying that they are symptom-free, and have not been exposed to anyone with COVID.

Student Transportation

- Seats will be assigned on the bus
- Students will be required to wear masks (unless deemed to be unsafe for the student) on school transportation.
- Ensure additional cleaning and decontamination of school buses by using a CDC approved disinfectant when wiping down all surfaces after each run (morning, afternoon, etc.).

Extracurriculars, Field Trips, and Athletics

GCS may offer extracurriculars and athletics indoors and outdoors per Board approval and while following the COVID-19 plan and protocols.

Greenland Recreation Department will be able to utilize the Greenland Central School gymnasium for basketball programming as communicated with the Board and school administration's approval.

Field Trips

Field trips to occur on a case by case basis (and preferably outdoors).

The following conditions will be followed:

- Approval by administration and Board designee.
- No chaperones are permitted at this time.
- If families are not comfortable with having their student ride the bus, they can provide alternate transportation to the field trip.

Instruction

Online Platforms

Google Classroom: We will utilize Google Classroom as the primary digital platform for managing teaching and learning at all grade levels.

Each class will have a Google Classroom. Google classrooms may be utilized differently based on the grade of the student(s).

Teachers will review online platform information, including, but not limited to: login information, navigation of sites, uploads, downloads etc. and share the information with parents during the first weeks of school. Teachers will also review the norms for online learning and group meetings as part of morning meeting norms in the classroom. (ie. muting at the start of the meeting, raising hand to speak, on time for lesson, video on, materials ready, toys put away, no changing of backgrounds during the meeting, proper use of chat box, etc.).

Curriculum

During the 21- 22 school year, we will utilize the revised SAU 50 curriculum which reflects competencies and priority standards. Classrooms will include differentiation of materials and small group instruction to support all students. GCS will have a common infrastructure for learning in order to provide consistency and quality academics and SEL within the school.

Literacy & Math Benchmark Assessments

Teachers will assess each student to establish an academic baseline for each student. The following tools will be utilized schoolwide. Additional assessments will be administered for students, as appropriate.

- Progress Monitoring:
 - Math K-8: IXL
 - Reading K-5: F&P Benchmark Assessments
 - Reading 6-8: IXL
- Universal Benchmarking Assessments in Reading and Math: STAR Tests
 - The STAR Reading and Math tests will be administered to students in grades K-8

Remediation

Knowing that there will be a need for remediation, analyzing the data from the beginning of the year assessments will be critical. Teams of teachers will review data and conferring notes/ anecdotal records regularly and instruct students based on need. Small groups will be conducted based on the following tiered system:

- Tier III students receive a triple dip of instruction (universal instruction, small group with classroom teacher up to 4x/week, work with special education and/or reading and math support). 1:1 or small group instruction will be provided by a special educator or specialist in designated areas
- Tier II students will receive a double dip of instruction (universal instruction w/differentiation, small group with teacher up to 2x/week)

- Tier I students will receive universal classroom instruction (differentiation based on data/need)

Teachers will scaffold learning as they instruct for those with gaps. Math & Literacy support services will be provided to students who fall below the 25% percentile on STAR and other data points. WINN (What I Need Now) blocks of time will be incorporated throughout the week and may take the form of small groups, 1:1, Leveled Literacy Intervention programming, or other intervention programs.

Special Education

Services

- Web based platforms will continue to be available in addition to the direct, in person instruction. This will allow students continuity in the event the school moves to remote learning.

Health and Safety

- Special Educators/Service Providers will sanitize areas and equipment between students.

Meetings

Special Education Meetings will be held in areas that allow for social distancing requirements (as needed).

- Parents will be required to follow screening protocols for volunteers. Special Education meetings can be held via Google Meet when agreed upon by the parent.

Social & Emotional Support

Realizing that the pandemic has taken a toll on many students and staff alike, the following steps will be taken to offer support on re-entry and during the fall.

- Our school counselor **and/or social worker** will provide information for parents before school begins with topics to cover with their child to help them prepare for re-entry.
-
- We will continue to host daily morning meetings (K-5) and daily advisories (6-8). The meetings will address important topics such as: self-management, relationship skills, decision-making. SEL will be reinforced throughout the day in **all** classes. Teachers will create opportunities that allow students to practice these skills.

- Morning Meetings will include teaching children ways to greet others in a variety of ways.
- We will provide continued staff professional development on SEL/trauma-informed teaching

Remote Learning

The following sections of the plan outline how we will educate students if we require them to go remote due to quarantining as well as scenarios when one or more classes must shift to remote learning due to concerns about COVID exposure. *Please note, the NH DHHS does not recommend having an entire class go “remote”.

Communications/Logistics

The decision to have the entire school go into remote instruction, and the duration thereof, will be determined by public health officials after investigation in consultation with the superintendent or by executive order of the Governor due to public health concerns.

The decision to have a classroom go into remote instruction, and the duration thereof, will be determined by public health officials and/ or the principal or superintendent.

In the event of a schoolwide closure, communications will come from the Superintendent's Office announcing the closure and the dates of said closure. If possible, a day's notice would be given so students can pack up all belongings, get instructions, practice remote procedures, gather logins, and take technology and supplies (books, mini white boards & markers) home. If time does not allow for this, teachers will work a day in the classroom with gloves and masks bundling up student possessions and materials for distribution to families. Parents will sign up for a day and time to pick up these materials so as to allow for social distancing.

If school is closed, staff will be expected to work remotely according to the hours set in the CBA or negotiated MOU. If staff members are unable to work due to sickness or personal reasons they must use the appropriate leave request procedures and obtain approval from their immediate supervisor.

Remote Instruction

If at any time, the school goes into a remote scenario **due to quarantining as well as scenarios when one or more classes must shift to remote learning due to concerns about COVID exposure**, the following practices will be adopted schoolwide.

Teaching and Learning

- Teachers in all grade levels will utilize Google Classroom as the primary platform for posting, collecting, and scheduling assignments and activities whether in school or remote

- Video tutorials will be provided to parents
- SeeSaw will be utilized to facilitate social connections in grade K.
- Teachers will either record instruction or teach live to students the content they are responsible for teaching daily. Daily teaching of lessons will follow the curriculum guides.
- Teachers will post work in advance whenever possible.
- All classrooms will host a daily morning meeting or advisory meeting to facilitate connections socially and emotionally with students
- Teachers will use a blended learning model for remote instruction so as to be conscious of online screen time in learning.
- Classroom teachers will hold office hours every day to field questions that arise for students.
- Unified Arts will hold live or recorded lessons as well.
- Reading and Math Support Paras will hold regularly scheduled sessions each week with students that qualify for their support
- The instructional time requirements for students in 21-22 will continue during remote times.

Logistics

- The school will provide details regarding updated instructional time requirements for each subject area during remote learning.
- ***Students and teachers will follow the regular “in person” schedule if they go remote.*** Any changes would need approval by the administration. Students will follow norms set at beginning of year for Google meetings (ie. muting at the start of the meeting, raising hand to speak, on time for lesson, video on, materials ready, toys put away, keeping the same background throughout the meeting, proper use of chat box, etc.) These will be established at the beginning of the year.
- Whenever possible, paraprofessionals who are remote (**during this time**) will be assigned a grade level and will attend class meetings remotely.
- Regular Education Paras might be called on to provide a study hall or social meeting for students in need.
- The Greenland School District will provide tools for remote instruction that include, but are not limited to, 1:1 student devices, and document cameras for teachers.
- The school will remind students and parents of the [GCS Remote Learning Expectations](#)

Special Education Remote Learning

Services

- Special Education teachers will provide direct instruction via Google Meet
- Special Education teachers will have a ***similar schedule to other teachers.***
- Special education paras will be assigned as the second staff member present during 1:1 direct remote instruction (if possible)

- Special Education students will have access to online platforms ie. IXL, MindPlay, TeachTown Basics.
- Speech and Language and OT and Occupational Therapy services will be provided via an online platform.

Meetings

- Special Education meetings will be held remotely via Google Meet
- Special Education teachers will consult with paras to ensure understanding of their role during remote lessons

Individuals Who Are Not to Returning to the School Building

Students Whose Families Elect Not to Attend Building-Based Instruction

Families choosing not to attend in person learning may have the following options:

- Enroll in the [NH Virtual Learning Academy Charter School \(VLACS\)](#)
- Homeschool: The parents are completely responsible for the teaching and learning of that student.

Conclusion

Pursuant to the introduction of this COVID-19 Plan, plans will be reflective of circumstances on the ground at any given time and will be fluid and change as circumstances change. It is our goal to provide consistency for our staff and our students. However, terms of this document will be re-evaluated **as needed or on a case by case basis** to take into consideration the ever changing facets of this situation.

The Greenland School District has the right to change the components of this plan at any time as the circumstances warrant.