

**WINDSOR SOUTHEAST SUPERVISORY UNION  
REOPENING PLAN 2020-2021**

**Introduction**

This document and the supporting documents (School Reopening At a Glance, 2020-2021 School Calendar) are presented to you as a general overview of the School Reopening Plan for this fall. We have a robust reopening task force who will continue to monitor and adjust this plan in accordance with updated state guidance. I won't list all of the members here, but each building is represented; along with all of our school nurses and two representatives from Mount Ascutney Hospital; including Dr. Mary Bender, a well-respected local pediatrician. Each building also has a local Task Force. By no means is this overview going to answer all your questions. We will be publishing Frequently Asked Questions (FAQ) by next week. You may want to wait until that FAQ document is published before you direct any questions to administration. That being said, please feel free to reach out with any questions if you need clarification.

**Health and Safety**

The health and safety of our students and staff is our first priority. All students and staff will have a daily health check which will include some brief questions and a temperature check. This will be done before the student or staff member enters the building. If for some reason a person does not pass the Health Check or is experiencing symptoms, the staff member or student will be asked to leave for at least that day. (There will be a procedure developed for this case in each building.) For those students who ride the bus, they will have a Health Check before boarding. If they fail the health check then they will not be allowed on the bus. It is essential that parents with younger children wait at the bus stop until their child is permitted to board the bus.

Should a staff member or student become symptomatic during the school day, they will be sent to a health-safety room that is separate from our normal HVAC air flow system. A health professional will do a quick analysis of the situation and determine if a Covid test is necessary. For a child, parents will be immediately contacted. Test or no test they will be sent home. We will then consult with the professionals at the Vermont Department of Health (VDH) and determine the proper course of action. It is important to note that VDH has strict protocols about testing and contact tracing once a person experiences symptoms. We will follow those protocols.

**Calendar**

The revised school calendar is attached to Dr. Baker's email. You will notice that we pushed ahead our in-service and student start-date by over a week. Students will not start school until

after Labor Day - September 8th. You will also notice that there are days in the calendar when we will be completely remote. These days are indicated by a red asterisk. If your child traveled out of state just before September 8th, then you need to notify the building principal. There may need to be a period of quarantine.

### **School Day**

Pre-K through grade 12 will arrive between 8:00 and 8:30 a.m. The in-person instruction starts at 8:30. Schools will publish specific guidelines about parent drop-off/health check and bus drop-off. Remember, students who ride the bus will already be checked. Students in grades Pre-K through 8 will be dismissed at 12:30 p.m. and we will serve lunch before they leave. There will be some additional remote time and asynchronous work for these students in the afternoon.

Students in grades 9 through 12 will be dismissed at 11:00 a.m. and will report to the cafeteria to pick up a grab-and-go lunch and will leave the building either in cars, on foot, or by bus. There will be additional online classes offered to high school students in the afternoon. More details will follow on your child's specific schedule.

Because students have to be contained in pods (see below) and be with the same adults, we have shortened the day. As stated above, there will be some additional remote learning days built into the calendar. For example, Friday, September 11th will be a remote day. This will allow us some time to assess the week and make any necessary adjustments. The three days before Thanksgiving and the five days after Thanksgiving will be remote. This will allow staff and families an opportunity to gather with family and then return safely after a brief quarantine. Please look at that calendar carefully. We may be adding more remote learning days as the situation in our communities change.

### **The Pod Structure**

To keep all staff and students safe we need to limit interaction to groups, or pods, of children and adults in certain areas of the building Pre-K through 12. The pod structure is also necessary for VDH contact tracing. Your administrators have worked hard at identifying those spaces and assigning students and staff. Students (and staff) will be socially distanced and will wear masks unless directed by an adult otherwise. We will provide disposable masks each day. Masks may not be brought from home. We will make every effort to accommodate students who need a medical exemption for the mask - the procedure for this will be outlined in another email. We will encourage the use of outdoor education as much as possible. Students, if distance properly, can take an occasional mask break with adult permission. We will work out the protocol for this. It will always be about safety. Principals will be announcing the specific plans for your building.

Pods will be assigned specific bathrooms. The custodial staff will follow a strict cleaning protocol identified by our risk management team from VISBIT (our insurance carrier). These protocols will include a specific number of times that surfaces need to be wiped, especially bathrooms, door knobs, crash bars and other often used surfaces. We will all need to be a part of sanitizing and hand washing. Our awareness is key.

### **Instruction and Special Education**

Instruction will be implemented in the pods. There will be a limited number of adults working with a limited number of students. There will be explicit standards based instruction PK-12 in all of the basic subject areas. Your child's schedule and more detail about the instructional pods will be coming from the building administration.

Special education programs and special education services will be provided. Our new Director of Students Support Services will be in touch with our special education parents. Again, the adult contact will be limited, but in cases where small group instruction needs to occur, the proper protective gear will be used. Again, safety is always first.

### **Food Service**

Food service will be a challenge, but our team is up for it. There will be no congregating for food service. The cafeterias will be closed. Craig Locarno, who is now in charge of food service for all three of our school districts, is working hard behind the scenes to make this happen. Students in grades Pre-K through 8 will have to eat in their classrooms under safe protocols. Students in grades 9 through 12 will pick up their Grab-and-Go meals in the cafeteria and leave as stated above. We will have a delivery and pick-up system set up and a protocol for eating and cleaning up. Those details will be shared at the building level. The menu will be delicious and we encourage all students to participate in our food program. I am sure Craig and his whole crew will do a great job. They have done a great job all summer using a delivery system.

### **Transportation**

As stated above, Health Checks need to occur before a student gets on the bus. Therefore, our bus drivers will need a responsible staff member to ride along. Those staff members will be trained in the health check procedure. We want to limit bus transportation as much as possible because of the restrictions on seating and safety. We hope that most parents will transport their students to school and pick them up upon dismissal. Carpooling is allowed as long as everyone

in the vehicle is masked. The survey attached to the introductory email includes a section on transportation.

### **Conclusion**

Even with all the safety precautions in place, we completely understand that some families will not feel comfortable sending their children to school. We are working as a school system to accommodate families who remain anxious about sending their children. The plan, and the possibility of implementing that plan, depends on the number of parents who want this option. So it is critical to fill out the [Reopening Survey](#) as soon as possible. We do not want to lose any of our children or any of our parents. This is a strong community and we need to stay together.

I hope you are all staying safe now and enjoying this beautiful Vermont summer. We will need each other through this process. I want to thank the Task Force members, the administration, our partners at Mount Ascutney Hospital, our custodial staff, our food service department and everyone else who has contributed to this plan. Your input has been invaluable.

Please stay tuned for the FAQ and other follow-up emails for clarification.

**Dr. David Baker**  
**Superintendent**  
**Windsor Southeast Supervisory Union**