

Special Board of Education Meeting

Monday, July 13, 2020 7:00 PM

Via Zoom videoconference. Please see Granby Public Schools' website for details.

I. Chairman's Corner

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Rationale: Ms. Melissa Migliaccio, Board Chairman, will share opening remarks.

II. Superintendent's Announcements

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Rationale: Dr. Jordan Grossman, Superintendent, will provide district updates.

III. Revision to the 2020-2021 School Calendar

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Attachments:

2020-2021 Calendar (Rev. 7-13-20)

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Rationale: The Board will discuss a recommendation by the Superintendent to modify the 2020-2021 school calendar moving the first day of school to Friday, August 28, 2020.

IV. Approval of minutes from the July 6, 2020 Special Board of Education Meeting

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Attachments:

Approved Minutes 7-6-20

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Rationale: The Board will consider the approval of the minutes from the July 6, 2020 Special Board of Education Meeting.

V. Reopening Task Force Update

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Attachments:

Update on Full Reopening Planning - 7-13-20

7

Rationale:

Jennifer Parsons, Assistant Superintendent, will provide an update on the work of the Reopening Task Force Committee to the Board.

VI. Executive Session/Non-Meeting

Granby Public Schools 2020-2021 Calendar

AUGUST (2 days)				
M	T	W	T	F
17	18	19	20	21
24 ^{PD}	25 ^{PD}	26 ^{PD}	27 ^{PD}	28*
31				

SEPTEMBER (20 days)				
M	T	W	T	F
	1	2	3♦	4
7 ^H	8	9	10♦	11
14	15	16	17♦	18
21	22	23	24♦	25
28 ^H	29	30		

OCTOBER (20 days)				
M	T	W	T	F
			1♦	2
5	6	7	8♦	9
12 ^H	13 ^{PD}	14	15♦	16
19	20	21	22♦	23
26	27	28	29♦	30

NOVEMBER (18 days)				
M	T	W	T	F
2	3 ^{PD}	4	5♦	6
9	10	11	12♦	13
16	17	18	19♦	20
23	24	25	26 ^H	27 ^V
30				

DECEMBER (17 days)				
M	T	W	T	F
	1 ^{EE}	2 ^{EE}	3♦	4
7	8	9	10♦	11
14	15	16	17♦	18
21	22	23	24 ^V	25 ^H
28 ^V	29 ^V	30 ^V	31 ^V	

JANUARY (19 days)				
M	T	W	T	F
				1 ^H
4	5	6	7♦	8
11	12	13	14♦	15
18 ^H	19	20	21	22
25	26	27	28♦	29

FEBRUARY (18 days)				
M	T	W	T	F
1	2	3	4♦	5
8	9	10	11♦	12
15 ^H	16 ^V	17	18♦	19
22	23	24	25♦	26

MARCH (23 days)				
M	T	W	T	F
1	2	3	4♦	5
8	9	10	11♦	12
15	16	17	18♦	19
22	23 ^{EE}	24 ^{EE}	25	26
29	30	31		

APRIL (16 days)				
M	T	W	T	F
			1♦	2 ^H
5	6	7	8♦	9
12 ^V	13 ^V	14 ^V	15 ^V	16 ^V
19	20	21	22♦	23
26	27	28	29♦	30

MAY (20 days)				
M	T	W	T	F
3	4	5	6♦	7
10	11	12	13♦	14
17	18	19	20♦	21
24	25	26	27♦	28
31 ^H				

JUNE (7 days)				
M	T	W	T	F
	1	2	3 ^{EX}	4 ^{EX}
7 ^{EX}	8 ^{EX}	9 ^{EX}	10+	11+
14+	15+	16+	17	18
21	22	23	24	25
28	29	30		

* First/Last Day of School

Holiday/Vacation/PD - No School

♦ HS PLC Late Arrival

/ Early Release All Schools

EE Early Dismissal Elem Only

+ Emergency Days

School Breaks: Dec. 24, 2020-Jan.1, 2021 ♦ February 15-16, 2021 ♦ April 12-16, 2021

Kelly Lane Primary School

Aug. 26 PK-Grade 2 Meet & Greet
 Sept. 10 Grade 1 Open House
 Sept. 14 Grade 2 Open House
 Sept. 21 Pre-K/K Open House
 Nov 30-Dec 2 Early Release (Conf.)
 Nov. 30 Evening Conferences
 Jan. 11 Early Release (Prof. Dev.)
 Mar. 22-24 Early Release (Conf.)
 Mar. 22 Evening Conferences
 Mar. 25 Early Release (Prof. Dev.)
 May 28 Early Release (Prof. Dev.)

Wells Road Intermediate School

Sept. 17 Grade 3 Open House
 Sept. 22 Grade 4 Open House
 Sept. 24 Grade 5 Open House
 Nov 30-Dec 2 Early Release (Conf.)
 Dec. 1 Evening Conferences
 Jan. 11 Early Release (Prof. Dev.)
 Mar. 22-24 Early Release (Conf.)
 Mar. 23 Evening Conferences
 Mar. 25 Early Release (Prof. Dev.)
 May 28 Early Release (Prof. Dev.)

Granby Memorial Middle School

Sept. 15 Open House
 Nov. 30 Early Release (Conf.)
 Dec. 2 Evening Conferences
 Jan. 11 Early Release (Prof. Dev.)
 Mar. 22 Early Release (Conf.)
 Mar. 25 Early Release (Prof. Dev.)
 May 28 Early Release (Prof. Dev.)
 June 8 Gr. 8 Moving Up Ceremony

Granby Memorial High School

Aug. 26 Freshman Orientation
 Sept. 3 Open House
 Nov. 30 Early Release (Conf.)
 Dec. 2 Evening Conferences
 Jan. 11 Early Release/Prof. Dev.
 Jan. 19-22 Exams All buses pick up @ 2:20
 Mar. 22 Early Release (Conf.)
 Mar. 25 Early Release (Prof. Dev.)
 May 28 Early Release (Prof. Dev.)
 June 3-4 Exams All buses pickup @ 2:20
 June 9 Graduation

SCHOOL

STUDENT/REGULAR HOURS

Middle School/High School
 Wells Road Int. School
 Kelly Lane Primary School
 Pre-School (A.M.)
 Pre-School (P.M.)

7:35-2:20
 8:30-3:15
 8:30-3:15
 8:45-11:15
 12:30-3:00

TEACHER/REGULAR HOURS

7:30-2:45
 8:15-3:30
 8:15-3:30
 8:15-3:35
 8:15-3:35

EARLY RELEASE

7:35-12:00
 8:30-12:55
 8:30-12:55
 8:45-10:15
 11:00-12:30**

DELAYED OPENING

9:35-2:20
 10:30-3:15
 10:30-3:15
 No Session*
 12:30-3:00

*AM Pre-School will be cancelled if there is a 2-hour delay due to inclement weather.

**PM Pre-School will be cancelled if there is an unscheduled early release due to inclement weather.

BOE Approved 4-3-19

Rev. 10-10-19, 3-4-20, 4-22-20, 7-13-20

Special Board of Education Meeting – Approved Minutes July 6, 2020, 7:00 p.m.

Present Board Members: Jenny Emery, Mark Fiorentino, Melissa Migliaccio, David Peling, Sarah Thrall, Rosemarie Weber, and Brandon Webster.

Absent Board Members: N/A

Melissa Migliaccio called the meeting to order at 7:04 p.m.

I. Chairman's Corner

Melissa Migliaccio, Board Chairman, the sole purpose of this meeting is to receive an update from the Reopening Task Force as to the Governor's plans. The Board will meet again next Monday, July 13th on the same topic.

II. Superintendent's Announcements

- Dr. Grossman welcomed everyone and welcomed new Assistant Superintendent, Jennifer Parsons, who started on July 1st.
- Taylor Wrye, Middle School Principal also started on July 1st and has made a great transition.
- First round interviews will be held this week for the Kelly Lane Primary School Principal. The committee consists of 19 members. Thank you to Brandon Webster for serving on the committee. Dr. Grossman requested the Board meet the candidate later in July.
- The Reopening Task Force will meet again tomorrow and have had several meetings thus far. Thank you to Mike Dunn, Rosemarie Weber and Jennifer Parsons, Co-Chairs of the Task Force.
- Virtual summer school is up and running. In the next three weeks, students will be brought into the physical environment for more assessments.
- Jennifer Parsons is continuing work on the Cultural Proficiency and Equity Action Plan. Dr. Grossman stated he is excited about the work to be done with the Granby Equity Team.
- All principals will meet with Shannon Sullivan, Director of Facilities, to tour the buildings and seek each school's needs.
- Gained permission from the Town Manager, John Ward, to use Kearns School for any large items or materials. This will save the district money with regard to storage fees.
- Working with Brian Liss, Executive Director from the YMCA, regarding daycare needs for staff. He is developing a plan in partnership with us should we have any needs.
- A survey will be sent to families this week with information you will hear about this evening. We will also share our initial plans with the opening of schools. Dr. Grossman stated he is very excited to welcome back students.
- The Hartford Area Superintendents' Association is now meeting weekly to discuss and align with what all Hartford area schools are doing about reopening.
- Building projects are continuing and on track.
- Working with high school administration and the Athletic Department and will be sending out information this week following CIAC guidelines for athletes to begin summer training.
- Planning has begun to focus on the social/emotional well-being for staff and students.
- The Board Retreat on August 19th will also include a tour of the facilities.
- Dr. Grossman stated he would like the Board to think about the school calendar for next year to provide leeway of when school starts. Teachers and administrators have a lot to do prior to August 27th and he wants to make sure they are prepared. Teachers are scheduled to come back on Monday with three professional days. He will bring a recommendation to the Board that we start school on Friday, August 28th making Thursday a PD day and also change Friday to a half day and make Monday a half day for students as well. He would like the Board to vote on this next week in order that he can communicate to families as soon as possible.

- Granby Public Schools needs to submit a plan to the State of Connecticut by July 24th including a full reopening, students that opt out and a hybrid approach if the Governor says you can have 50% attendance and a remote environment. Jen Parsons is going to provide a high level view of the plan this evening. Administrators are doing an outstanding job and the Task Force is providing a tremendous amount of information.

III. Reopening Task Force Update

Ms. Jennifer Parsons, Assistant Superintendent, provided an update on the work of the Reopening Task Force Committee to the Board stating the plan is due to the state prior to July 24th. She informed the Board the Task Force will review the full reopening model and during the day tomorrow the administrative team will gather all of their thoughts which will also be shared with the Task Force. On July 14th, it is hoped the Task Force can review a draft plan and be able to modify it for the July 21st meeting. Work groups will meet to compile sections of the plan under advisement of the reopening Task Force. Ms. Parsons reviewed the six guiding principles from the Connecticut State Department of Education: 1) health & safety of students and staff; 2) return to the classroom full time; 3) monitoring school populations and potentially cancel classes in the future if necessary to contain the spread; 4) emphasizing equity, access and support to students; 5) fostering strong two-way communication with families, educators and staff; and, 6) factoring challenges to the physical safety and social/emotional well-being of our students when they are not in school. She then reviewed the four main operational considerations: 1) Cohorting (encouraged to place students in cohorts for grades K-8 and where feasible for grades 9-12); 2) social distancing and facilities (building space/ reconfiguring classroom space and cleaning of high-touch surfaces); 3) Transportation (buses will run at full capacity and load from back to front); and 4) Face Coverings (requirement that all staff and students wear face coverings – will provide mask breaks throughout the day). Dave Peling inquired if the district ordered personal protective equipment. Dr. Grossman stated that masks, gloves, face shields, and partitions have been ordered and that there may be more items to be purchased from a consortium as well. Mark Fiorentino inquired if students will be required to bring their own mask. Dr. Grossman stated every student will be given two masks up front and disposable masks will be on site if students forget them. Brandon Webster inquired if there will be a policy for face masks and Dr. Grossman stated, yes, CAFE is currently working on a policy for facial masks and this is a requirement by the state. He informed the Board that Granby is putting together district and school plans as each school's face mask policy may be a little different. Jenny Emery commented about requirements vs. guidelines and the underlying assumption is that Granby's intent is to take advantage of the guidelines as well as research and only if Granby has well researched reasons not to follow the guidelines would we want to do an alternative. She stated she feels this will be a helpful message to the community.

With regard to what needs to be included in the plan for a full return, Ms. Parsons stated there may be students and staff who will opt to not return. There will be a better gauge of this after the questionnaire is completed. Ms. Parsons explained there will also need to be a hybrid model which can be implemented on short notice to remote learning and this is a fluid motion based on tiered hot points as follows: 1) A low tier is 100% capacity; buses at full capacity; face coverings required; and, isolation areas for sick students. 2) A moderate tier level would need the hybrid model implemented with schools at reduced capacity; buses at reduced capacity; and maximize spacing of seating up to six feet. 3) A high tier level would be 100% remote learning with the suspension of extracurricular and athletic activities. In addition to full-time instruction plans as indicated above, districts must be prepared to modify their plans for a partial reopening or to allow for scaling back at future date if the public health data changes. Sarah Thrall inquired if the level determination would be on a state-wide or local level. Ms. Parsons stated this can be determined at the local level working with the local Department of Public Health for the criteria to help determine the levels but we are waiting on additional guidance. She then reviewed the notice of the full return plan stating the Superintendent of Schools will share the detailed plan we submit to the state after July 24th with families.

Ms. Parsons stated the district will ask for preliminary planning in the questionnaire with regard to opting out and transportation. The district is awaiting guidance for when families decide to opt out what the length of time will be to plan for the students who opt out. At the high school, it would be a virtual high school or another platform to ensure a breadth of course offerings. At the K-8 level, Granby staff will provide asynchronous remote learning using published programs and platforms as well as sharing staff across other school districts. Jenny Emery inquired if a picture of what the voluntary opt-out option looks like right now. Ms. Parsons stated, yes, there will be a question if you plan to send your student back and, if you choose not to, the model will be asynchronous learning. Dr. Grossman stated the other part to be added in is if any child who has an IEP, 504 or medical plan, those parents will be instructed to contact their principal. If someone opts out, it will be asynchronous learning with posted assignments and check-ins with teachers. Ms. Parsons stated if the model is 100% remote learning, Granby will strive for the highest quality possible for remote learning, such as, established schedules, calendars of assignments, weekly planners, tier 1 social emotional lessons, accountability check-ins, G-suite with more opportunities, etc. She also stated the Hybrid Model on a short notice would be an A/B rotating model of students in the physical school building and on their off days working on what they need to do to reinforce that physical school building learning. Mark Fiorentino inquired if there are guidelines or criteria for opting out. Dr. Grossman stated, no, you can opt out just because you want to. Mr. Fiorentino stated he hopes Granby stays on top of this and continues to explore a period of time that parents can opt out. Mr. Webster inquired if the district is asking teachers of opting out. Dr. Grossman stated he is speaking to attorneys and, right now, this is something the district is looking at. In some states this has been controversial. We are going to try to present as much information as we can but it will be an ADA type survey. Ms. Parsons stated what has been done to frame the work for tomorrow's Task Force Meeting is to pull out the guidance and the requirements and what the expectations are for each school. As we respond to the requirements, we will be looking at the best practices around these requirements. This will all be discussed at the Task Force meeting tomorrow. Sarah Thrall inquired if any monetary impact is being attached to the requirements. Ms. Parsons stated, yes, and potentially there may also be hidden savings along the way as well.

Dr. Grossman stated this is exciting and challenging work but we are excited to welcome students and staff back. Staff and students are going to have to reacquaint with one another. The safety and health of all individuals within the Granby Public Schools is our main priority - to provide an environment that is safe for staff and students to come back. The Task Force has been very open and transparent. Granby Public Schools will put together a plan that will work and be strong. The social/emotional development of our staff and students has to remain at the core with anything we do. We want to do it right and thoughtfully and that is why the Board has been requested to look at the calendar to have school start one day later so teachers can have the time to plan. Melissa Migliaccio stated it is the goal of the Board to get as many students back as close to a normal learning environment as possible. She thanked Dr. Grossman, Ms. Parsons and the Task Force for their work. Ms. Migliaccio inquired about Virtual High School (VHS) vs. Edgenuity. Ms. Parsons stated VHS is taught by an actual teacher with synchronous and asynchronous learning and Edgenuity is solely asynchronous coursework with no point person teacher to demand work so a staff person would need to monitor this. Jenny Emery commented regarding the calendar stating the suggestion seems reasonable but inquired if it will really make a difference. Dr. Grossman stated it is within the teachers' contract and we would give the teachers an extra day up front instead of a professional development day in May. He feels what he presented is good at the moment. Sarah Thrall stated her concerns of reopening, such as, the orientation programs prior to the opening of school; keeping A/B days all A's or all B's for families who have more than one child; and, check-ins for students who are struggling. Brandon Webster inquired about Choice students being on the bus for a long time. Dr. Grossman stated Ms. Parsons has a meeting with the Open Choice Director in the coming weeks to discuss this. Mr. Webster also inquired about Freshman orientation and transitions from school to school and how parents will want to see the plan of what school buildings look like. Dr. Grossman stated, yes, he agrees but this may have to be done virtually.

IV. Approve Minutes from the June 17, 2020 Board of Education Meeting

A motion was made by Melissa Migliaccio and seconded by Brandon Webster that the Granby Board of Education approve the minutes from the June 17, 2020 Board of Education Meeting. This motion passed unanimously at 8:21 p.m.

IV. Executive Session/Non-Meeting

A motion was made by Melissa Migliaccio and seconded by Brandon Webster to enter into an Executive Session to discuss a collective bargaining and a contractual issue. This motion passed unanimously at 8:22 p.m. The Executive Session adjourned at 9:05 p.m.

Respectfully submitted,

Rosemarie Weber
Board Secretary

Update on Full Reopening Planning

— Granby Board of Education —
July 13, 2020

Disclaimer

All information is draft and best thinking as of the time of this meeting and is subject to change.

Timeline

State Plan due July 24th, 2020

July 7th Meeting: Discuss Full-Reopening

July 14th Meeting: Review Status of Draft Plan

July 21st Meeting: Finalize Plan for Submission

Ongoing - work groups will be meeting to compile sections of the plan under advisement of the reopening task force

“Adapt, Advance, Achieve” Reopening Plan for Granby Public Schools

Priorities:

[Temporarily Choosing Not to Participate](#)
[School Liaison, Communications Plans, and Data Collection](#)

Operations:

[Facilities](#)
[Daily Operations](#)
[Child Nutrition](#)
[Transportation](#)

Health Practices and Protocols: †

[Health Practices and Protocols](#)
[Reporting Illnesses and Addressing Vulnerable Populations](#)
[Social Distancing](#)
[Use of Face Coverings, Masks, and Face Shields](#)

Health Monitoring Plan:

[Planning and Distribution of Information](#)

Containment:

[Containment](#)

Cancellation of Classes, Remote Learning, and Reopening Plans:

[Cancellation of Classes, Remote Learning, and Reopening Plans](#)
[Future Planning for Remote Blended Learning](#)

Academics:

[Special Education](#)
[English Learners \(ELs\)](#)

Family and Student Engagement:

[Family Support and Communication](#)
[Social-Emotional Learning \(SEL\) and Mental Health](#)
[After-school Programming](#)

Career And Technical Education:

[Career And Technical Education](#)

Staffing And Personnel:

[Certification and Personnel Planning](#)
[Professional Development](#)

Temporarily Choosing Not to Participate

- Parents notify school upon receipt/review of plan
- Length of time TBD based on guidance
- Online learning, assignments and material posted on an electronic site, with regular check-ins
- In-sync with classroom curricular goals
- Student needs will be met
- Details depend on numbers
- Resources could include:
 - Published platforms like Edgenuity and Virtual High School
 - Open source materials from sites like CT Learning Hub posted in Seesaw or a Google Classroom
 - Onlines classes that span grade levels
 - Classes taught by Granby teachers or other CT certified teachers from other districts

School Liaison, Communication Plans, and Data Collection

- District Liaison: Assistant Superintendent
- School Liaisons: School Nurses
- Establish regular channels of communication: e- blasts, videos & website
- Survey families
 - Questionnaire responses are due Tuesday at noon
 - State preliminary data due July 17th
 - Basics around four main operational considerations shared in letter
 - Questionnaire asks for plans around physical return and transportation, changes can be made following release of plan
 - Principals will reach out to families indicating they may not return

Initial Questionnaire Feedback

- 832 responses accounting for 1,439 or over 80% of students
- 66% of the children plan to return to school
- 3% of the children do not plan to return to school
- 68% of the child have parents/guardians willing to drive them to school

(data needs to be matched still)

(as of 5:30 7/13/20)

Facilities

- Student workstations - spaced at least 3' up to 6', facing one direction, working on each student having plastic barriers on desks/tables which will be used in addition to mask
- Teacher workstations - front of class, at least 6' mask can be removed with plastic barrier recommended, when closer mask required and face shield/barrier recommended; each staff member will be provided a face shield
- Traffic flow established and marked
- Remove additional furniture and materials
- Sanitize shared spaces between use
- Larger classes moved to larger spaces
- Building Principals/Director of Facilities conducting building walkthroughs to establish capacities and layouts for each space

Facilities (cont.)

All staff will be made aware of the Cleaning and Disinfecting Schedule:

- a. Prior to school opening and upon school closures of seven days or longer: Routine cleaning and ensure water and ventilation systems are safe to use.
- b. Daily:
 - i. Routine cleaning of all areas of the school used during that day.
 1. Outdoor areas such as benches, tables, railings, and playground equipment
 2. Areas or items located indoors that are not touched or used frequently
 - ii. Cleaning and disinfection of “high-touch” areas that you have targeted in your plan.
 1. “High-touch areas”, which refers to hard surfaces indoors that are routinely touched by different individuals. Examples may include (but not limited to) desks and chairs, doorknobs, countertops, bathroom surfaces, copiers/scanners/fax machines, computer equipment, shared laptops, Chromebooks, or tablets, physical education equipment, locker rooms (benches, showers, and toileting areas), shared break room appliances, hand rails, door knobs, and light switches.
- c. Twice Daily: Clean and sanitize/disinfect bathroom surfaces twice per day, especially during times of full occupancy in the school and in high-traffic bathrooms that are in areas where they are more commonly used.
- d. After each use:
 - i. Cafe - Clean and sanitize table and high-touch surfaces by custodial staff/ lunch supervision after each “lunch wave”
 - ii. Shared Classroom Spaces- sanitized desks/table and barriers by teachers/students/staff
 - iii. Staff Areas - sanitize your space after eating, set up space for every six feet
 - iv. Conference Rooms - try to keep adult meetings virtual

Facilities (cont.)

All staff will be made aware of Ventilation Protocols and directed not to alter any equipment:

- Director of Facilities to establish systems per guidance that refresh the air
- Windows fans and ceiling fans should be set to draw air out of a room if allowable by the fire marshall. No free standing fans may be used.
- Windows may be opened to refresh stale air where deemed safe.

All staff will be made aware of Hygiene Practices:

- Allow for touch-free entry into spaces where permissible by fire code as well as touch-free fixtures in bathrooms where possible
- Garbage baskets next to doors
- Assign bathrooms for use by cohorts and by the isolation room and review use of stalls to maximize social distancing

Professional Development/Training

- Time allocated to train and educate all including substitutes and information made available to families

Daily Operations

- PK-5: Students will travel with their classroom cohort and when possible staff will rotate and students will stay in classroom. The grade level will be the overarching cohort. If possible specials teachers will do longer stretches with a grade level cohort.
- 6-12: Student day will be divided into 4 longer class “blocks.” Each class of the day will compose a cohort. The overarching cohort will be a team or grade level and classes will be scheduled within this overarching cohort where possible. Extended passing time will allow for sanitizing of spaced surfaces between cohorts. Students may arrive late or leave early at the high school without penalty if they have a first or last block study hall.
- Cohorts should have assigned zones of the school for shared spaces and traffic patterns, including bathroom use.
- Where the cohort model can not be maintained, increased safety measures will be enacted (i.e. main office, nurses office, etc...) and logs will be kept to document student/staff travel
- Shared spaces should be scheduled at reduced capacity, be sanitized between waves of students, and scheduled in a staggered way where possible to reduce the flow of traffic
- Teachers and staff should follow the cohorts of their students as much as possible.
- Building closed to outside organizations until further notice
- Visitors very limited and by appointment only

Child Nutrition

- Grab and go meals
- Lunch in cafeteria, common spaces, courtyards and outdoors with cohorts
- Reduced capacity, increased spacing and hygiene
- New policies and procedures for serving, ordering, and accounting for lunches
- Water bottle fillers open, encourage bottles with built-in straw
- Planning for hybrid and remote meal plans

Transportation

Pick-up/Drop-off:

- Building Principals will work with the Director of Facilities and Public Safety Officials to review parent drop-off/pick-up routes and alter the traffic flow if possible to accommodate increased traffic.
- Building Principals will establish a staggered drop-off/pick-up schedule at the family level, communicate the schedule to parents along with modified drop-off/pick-up procedures that minimize contact and keep parents from exiting the car.
- District Administration will work collaboratively to establish start and end times for each school that minimizes the amount of time students are waiting to enter/exit their classrooms while taking into account the bus runs and contractual obligations.

Transportation

Bussing:

- Ongoing communication and training with bus companies around health and safety.
- Busses will be cleaned between runs.
- Bus Monitor positions have been posted and will be filled as possible.
- Signage will be posted on busses that reminds passengers to wear face coverings, stay seated and keep personal space.
- Disposable face coverings will be available on busses for students that do not have one.
- Upon review of the need for bus transportation, building based staff will develop seating charts that allow for spacing where possible and family members or overarching cohort members to be together when students are required to share seats. Students will be assigned seats based on their bus stop with students at the first stops in the back of the bus and last stops in the front of the bus where possible. Seating should be assigned by run and may vary based on pick-up and drop-off routes. Students who can not be seated in the back of the bus due to documented safety concerns should be accommodated in the seating plan.
- Upon Moderate Transmission Risk the district will transition to a hybrid model that would have students attending school on an every other day basis. When creating the attendance groups for the hybrid model families and physical location in town will be considered so that the bussing needs would be reduced on each bus to a limited capacity. Upon entry into this model building staff will reissue seating plans. If the need arises for additional busses or bus runs at this time, modifications will be made wherever possible.

Health Practices and Protocols

- Work with FVHD and nursing supervisor establish health practices.
- Communicate and teach practices including, but are not limited to:
 - social distancing,
 - frequent hand washing and use of hand sanitizer,
 - use of face coverings that completely cover the nose and mouth,
 - respiratory and cough etiquette, and
 - enhanced cleaning/disinfection of surfaces.
- Provide and archive trainings and provide time for staff and students to practice new routines
- Have suppliers lined up and materials needed on order

Reporting Illnesses and Protecting Vulnerable Populations

- Educate families, staff and students about symptoms of COVID-19.
- Engage parents and staff in self-assessing prior to leaving home.
- Work with FVHD and nursing supervisor to establish criteria when students/staff need to be sent home and when and how they can return.
- Monitor absences and suspected cases and exposures at a school and district level while abiding by privacy regulations.

Social Distancing (additional information)

- **The protective factors of social distancing, cohorting and face coverings work in concert and when one factor is decreased the others should be increased.**
- When eating in the cafeteria or taking off masks for mask breaks, recess, or physical education, students should be spaced at least six feet apart from one another
- Based on the number of students riding the busses, seating will be assigned to maximize space between family groups
- In music classrooms students should be spaced at least 12 feet apart when singing and playing wind/brass instruments. Where possible break larger groups down into smaller “recital” groups. Non-singing/blowing instruction including general music, percussion, keyboards and strings should involve students spaced at least 3 feet apart with face coverings.
- In outdoor spaces students may remove masks if they maintain the full six feet of social distancing
- One classroom or cohort should be assigned to designated outdoor space (field/playground/blacktop) at a time
- Bathrooms should be limited in capacity to the number of stalls. One person per stall or sink and if stalls or urinals are too close in proximity, individual stalls or urinals may be closed and capacity reduced.

Social Distancing (additional information cont.)

- Staff should maintain six feet of social distancing between adults at all times.
- Common adult spaces such as the office and copy room should contain visual reminders to socially/physically distance.
- Staff may remove their mask when in a private office or a closed-door space occupied by a single adult.
- Staff rooms and spaces will be arranged so that seating is six feet apart. Seating should not be moved.
- Groups of larger than 10 adults should not convene inside.
- Meetings including visitors outside of Granby Public Schools Staff should be held virtually.
- Education, trainings, and reminders will be issued around social distancing. Students and staff will be issued reminders as needed. In the case of repeated difficulties or defiance progressive discipline will be utilized as would be done with any other school expectation.
- All social distancing protocols are subject to change based on health information and changes from the CSDE and DPH. Changes will be widely communicated through e-blasts and posted announcements.

Masks

- Students and staff will be required to wear face coverings while in the school building
- Exceptions are PE, lunch, select music classes, mask breaks when socially distanced, teachers when greater than six feet away, staff in offices
- Clear masks available as needed
- Staff and student will have access to face shields/plexiglass workstations for additional protection
- District will provide disposable masks when needed
- Education and communication around appropriate way to wear face coverings
- Select group of students will not be able to wear masks for documented medical reasons - suggest plastic barriers and social distancing