

2020-2021

REOPENING GUIDANCE

Letter from the Superintendent

Maple Run Unified School District's Reopening Plan is based on public health information available at this time. The plan will most likely be adjusted as new guidance from the Vermont Agency of Education, Vermont Department of Health, Centers for Disease Control and other public health officials is received or as necessary to best support the health and safety of our students and employees.

As a district, we are preparing for a variety of scenarios and, as always, we are committed to keeping you informed every step of the way. We are presently partially opening up in a hybrid system of students coming into school 2 days a week. Should a resurgence of the virus occur, schools may be directed to transition to virtual learning for all students for a period of time. Likewise, if State health data continues to improve, we will open the "spigot" and bring students in for additional days.

Maple Run Unified School District (MRUSD) is offering the following two options for the 2020-2021 school year. Parents and guardians will receive an email on Monday, August 3, with a link to complete the Reopening Enrollment form. It will contain a section to select one of the following two options:

Option 1: Hybrid Learning (a mix of in-person and virtual learning)

Students will be assigned to one of two groups with each student attending in-person classes two days a week and learning virtually three days a week. The district is making every effort to group families together whenever possible. To do this, we begin by assigning high school students to groups alphabetically by last name and will provide exceptions to families in the same household with different last names.

Option 2: Full-Time Virtual Learning

As parents and caregivers, you have a choice when it comes to your child's education. For families with additional health concerns, or those not yet comfortable in sending their children to school in person, the district is preparing to offer a full-time virtual learning option. For your student to enroll in this option, we ask that our families be aware and willing to commit to several responsibilities that are necessary to ensure a meaningful virtual learning experience.

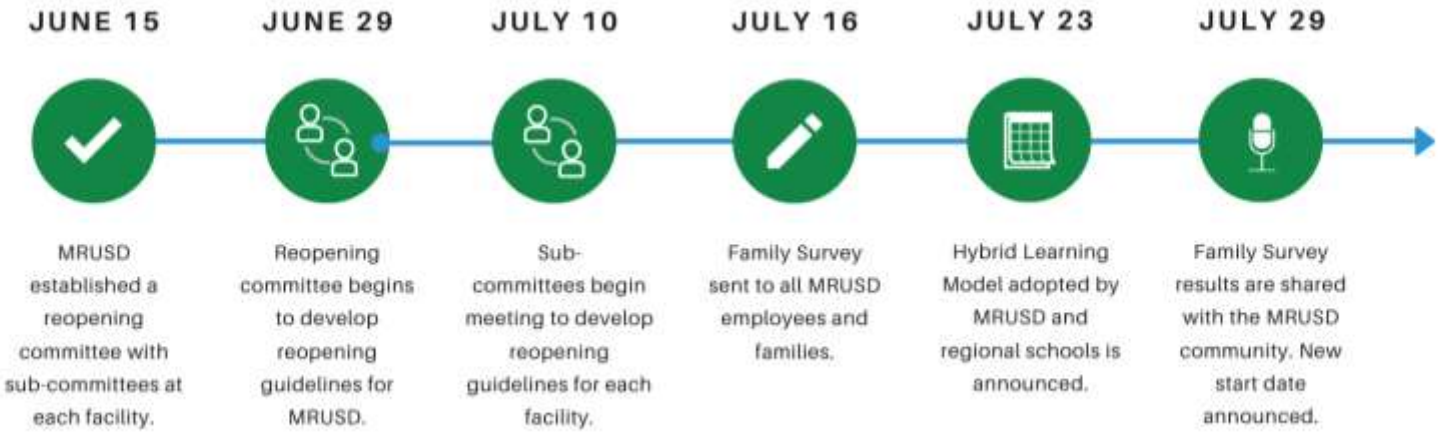
I ask that you take the time to review the Reopening Guide presented in this document to help you make the choice that is best for your children. We greatly appreciate your understanding and collaboration. Please do not hesitate to contact me or your school's principal with any questions you may have or send an email to covid19@maplerun.org or call the message line at 802-370-3966.

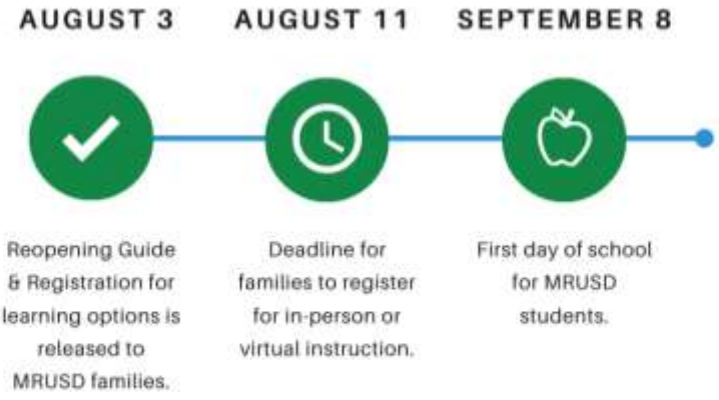
Sincerely,



Superintendent of Schools

Reopening Timeline





*Future dates are subject to change as the situation continues to develop.

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To help you make a more informed decision, this Reopening Guide contains detailed information on the roles and responsibilities of parents, students, and schools in both learning models. Please carefully review the learning options that best fit your family's situation. You must document your decision by completing the Reopening Enrollment Form located on the COVID-19 Resources web page. Families who do not make a selection will automatically be registered in the hybrid option.

Option #1: Hybrid Learning (mix of in-person and virtual learning environments)

Students will be assigned to one of two groups with each student attending in-person classes two days a week and learning virtually three days a week. The district is making every effort to group families together whenever possible.

The Vermont Agency of Education released A Strong and Healthy Start: Safety and Health Guidance for Vermont Schools on June 17, 2020, and subsequently released Hybrid Learning During the 2020 - 2021 School Year on July 15, 2020. In both of those documents, they strongly encourage schools to focus on the return to in-person instruction stating that it, "...is the optimal approach to address both student learning needs and the larger social, emotional and health needs of students."
In addition, the American Academy of Pediatrics is recommending that students physically return to school.

- To start the school year, Maple Run Unified School District, along with all the districts in Franklin and Grand Isle Counties, will open in a hybrid learning model that includes both in-person and virtual learning.
- Students will be broken into one of two groups with each attending in-person classes two days a week and learning virtually three days a week.
- The district is making every effort to group families together whenever possible. To do this, we are assigning students to groups alphabetically by last name and will provide exceptions to families in the same household with different last names. This is outlined in further detail on the next page.



- Students across all grades will be learning virtually on Wednesdays. We will use this day to provide a mid-week deep clean of our buildings, offer individualized support to students, and allow our faculty and staff to engage in professional planning and learning as needed.
- Students enrolled in the MRUSD Early Education Program will receive specific preschool information.

Please be aware that the following group assignments are preliminary and are subject to change based on additional unforeseen guidance from the Vermont Agency of Education, Vermont Department of Health, or as necessary to best support the health and safety of our students and employees and the operational needs of our district.

For students in grades 9-12

Students with last names starting with the letters A - K will be assigned to the Blue Group and will attend school in-person on Monday and Tuesday and will engage in virtual learning on Wednesday, Thursday, and Friday.

Students with last names starting with the letters L - Z will be assigned to the Green Group and will attend school in-person on Thursday and Friday and engage in virtual learning on Monday, Tuesday, and Wednesday.



For students in PreK-8

After grouping high school students, the elementary schools will continue to collect parent input, balance classrooms, and communicate student placements. Please note that we will do our best to honor requests within the constraints of class sizes.

- If you have input on your student's placement, please complete the Reopening Enrollment Form located on the COVID-19 Resources web page.
- **The deadline for choosing full-time virtual learning is August 11, 2020.**

For students to enroll in the hybrid learning option, they will be required to practice the following protocols.

ARRIVAL AND TRANSPORTATION

- Before entering our school buildings, all students and staff will complete a daily health check which will include having their temperature taken and answering a few questions about COVID-19 symptoms and exposure. Students who are riding the bus will be asked the health check questions and have their temperatures taken before they board the bus. Any individuals determined to have a fever will be sent home immediately. Parents/caregivers must plan for this scenario and be available to pick up their child if required.
- We are encouraging families who can transport their children to do so. This will allow for better distancing on the bus for those families who rely on district transportation. We are evaluating the traffic flow at all of our buildings to better handle the increased car traffic.
- Students riding the bus will be required to wear a facial covering. They will use hand sanitizer before boarding and will be assigned a seat. All buses will be cleaned and disinfected before and after every route.
- To protect students' safety and provide for more orderly temperature taking, students will enter and exit each building through assigned entry points.

CAN K-8 CHILDREN ARRIVE TO SCHOOL EARLY? WILL THERE BE AFTER SCHOOL CARE?

- Unfortunately, we are unable to provide care before the school day begins or after it ends.
- All children must be dropped off during the drop-off window:
  - FCS: 8:10-8:20
  - SACS: 7:30 (buses and walkers) 7:45-8:00 cars
  - SATEC: 8:15-8:45 (cars) 8:35-8:50 (buses)
- All children must be picked up during the pick-up window:
  - FCS: 2:50-3:00
  - SACS: 2:30 (buses and walkers) 2:45- cars
  - SATEC: 3:15-3:35 (cars) 3:20-3:40 (buses)

Note: drop off and pick up times are subject to change.

FACIAL COVERINGS AND DISTANCING

- The Vermont Agency of Education is requiring all students, staff, and visitors to wear facial coverings (masks). We recommend that families use this summer to try out some different styles of facial coverings so they can begin to identify which works best for their child. MRUSD will work to provide masks for those who cannot aquire their own.
- Face masks may be removed when eating, drinking, and outside so long as students and staff are able to maintain 6 feet of physical distancing.
- Individually packed student meals will be served in classrooms.
- Classroom seating will be adapted to accommodate physical distancing to the best extent possible.
- There will not be any indoor assemblies that bring students together in a large group.



HYGIENE AND CLEANING

- Students and staff will be frequently reminded about the importance of proper handwashing. We will place hand sanitizer units throughout our buildings and ensure all of our bathrooms are properly stocked with soap and towels. Signage will be placed throughout the buildings to reinforce good hygiene practices.
- The entire building will undergo enhanced cleaning and disinfection on a regular basis. Frequently touched surfaces will be cleaned often.

CLASSROOMS

- Classroom seating will be configured with maximum allowable space between students and whenever possible, desks and tables will face the same direction.
- Employees will modify instructional plans to reduce student contact, sharing of materials or equipment, and maintain appropriate social distancing to the greatest extent possible.

PERSONAL ITEMS

- Access to lockers will be determined by each school.
- The borrowing and sharing of any items will be restricted.
- The use of reusable water bottles will be encouraged.

OUTDOOR RECESS (ELEMENTARY)

- Face masks will not be required outside, as long as 6 feet of distance can be maintained at all times.
- Playground equipment will remain closed.
- Students will be prompted to wash their hands before and after recess.

VISITORS, FIELD TRIPS AND PUBLIC USE

- In an effort to strictly limit the number of visitors into our buildings, we will not be allowing classroom volunteers or visitors. Employees and contracted service providers for the purpose of special education or required support services will be allowed, as authorized by the school or district.
- Field trips are allowed only if the schools are able to maintain all health guidance, as well as guidance from the Agency of Commerce and Community Development, as it relates to public outdoor spaces and pools.



- Meetings with parents/families will be virtual or outdoors. When this is not possible, they will occur at the MRUSD Conference room with social distancing, masks and cleaning between meetings. The VOSHA training and a signed certificate must be completed prior to entering the building.
- The public may use exterior school grounds and there will be outdoor recess space for students, but the playgrounds will remain closed.

WHAT LEARNING WILL LOOK LIKE ON THE 3 VIRTUAL DAYS

- What makes these virtual days different from this past spring is students are connecting with their teacher(s) and receiving direct instruction in person two days a week. This will allow for more focused and intentional follow-up and continued learning on the key content areas and skills taught during their in-person days.
- These three virtual learning days will be primarily asynchronous, meaning the lessons are available for students to access on their own time and at their own pace, since the teacher will be engaged in-person instruction with the other half of their class. (See below for the roles and responsibilities of the parent/caregiver, student and teacher during virtual learning days.)

- Virtual learning lessons will include both offline learning opportunities (e.g., books and paper) and digital instruction such as pre-recorded videos and online activities.
- Students will be expected to use common digital platforms (such as Google Classroom or Seesaw) to access much of their virtual learning.
- To facilitate both in-person instruction and virtual learning concurrently, teachers will use most of Wednesday, the fully virtual day, to plan. However, they will be available to answer questions or to support students as needed and may lead some optional synchronous or "live" activities.

Option #2: Full-Time Virtual Learning (MRUSD Virtual Learning Academy)

As parents and caregivers, you have a choice when it comes to your child's education. For families with additional health concerns, or those not yet comfortable in sending their children to school in person, the district is preparing to offer a full-time virtual learning option in grades K-12, titled the MRUSD Virtual Learning Academy. This district setting will provide learning for grades K-12.

For your student to enroll in this option, we ask that our families be aware and willing to commit to the following roles and responsibilities required by the student, teacher, and parent/caregiver, also known as the student's learning coach, that are necessary to ensure a meaningful learning experience.

If your family would like to enroll your child(ren) in the MRUSD Virtual Learning Academy, please complete the Reopening Enrollment Form located on the COVID-19 Resources web page.
The deadline for choosing full-time virtual learning is August 11, 2020.

Table: Outlines the Roles of the Learning Coach (Parent/Caregiver), Student and Teacher

		ELEMENTARY STUDENTS	MIDDLE SCHOOL STUDENTS	HIGH SCHOOL STUDENTS
LEARNING COACH	Time Commitment	• Provides a high level of student oversight, which requires about five hours per day.	• Varies based on each student's individual needs, as some students in these grades work very independently. For most students, the Learning Coach's time commitment is about 2–3 hours per day.	• Varies based on each student's individual needs, as students in these grades work very independently. For most students, the Learning Coach's time commitment is approximately 30 minutes per day.
	Sample Learning Coach Activities	• Sets a schedule with varied activities and breaks • Assists with lessons • Monitors student comprehension and grades • Communicates frequently with teacher	• Supports the transition to more independent learning • Assists with some lessons • Monitors student comprehension and grades • Communicates with teachers but refers student to teacher as needed	• Encourages and supports a teen's growing independence • Verifies that lessons and assessments are completed • Communicates with teachers but refers student to teacher as needed • Attends regular teacher conferences

STUDENT	**Hours Spent Learning**	• A minimum of 30 hours per week	• A minimum of 30 hours per week	• A minimum of 30 hours per week
	Hours Spent on the Computer	• About 15–30 percent of the school day • A large percentage of schoolwork is done off-line, including reading books and writing.	• About 50–75 percent of the school day • Classes blend both online and off-line work.	• About 80–90 percent of the school day • Students learn primarily online.
	Level of Scheduling Flexibility	• Students have a very flexible schedule, as much of the work is done off-line.	• A prescribed schedule is provided. Students work with teachers as needed to create alternate schedules that accommodate their individual needs.	• A prescribed schedule is provided. Students work with teachers as needed to create alternate schedules that accommodate their individual needs.
TEACHER INTERACTION	**Number of Teachers**	• Students have one primary teacher. • A school counselor is also available.	• Students have subject-specific teachers and a homeroom or advisory teacher who monitors and assists with the student's performance across all subjects. • A school counselor is also available.	• Students have subject-specific teachers and a homeroom or advisory teacher who monitors and assists with the student's performance across all subjects. • A school counselor is also available.

LEARNING COACH ROLE IN VIRTUAL LEARNING

MRUSD strongly recommends that a parent or caregiver be available at home to serve as an online Learning Coach, provided by the family, providing age-and developmentally appropriate level of assistance and supervision to the students. The amount of time that is required by the learning coach to support students at the elementary, middle, and high school vary. For elementary students, the learning coach should plan on supporting them for 5 hours per day, 2 to 3 hours for middle school students, and 1 to 2 hours for high school students. Below is a list of the suggested activities by grade range.

Learning Coach Supporting Activities

Elementary Students: Substantial assistance level from Learning Coach

- Devote about five hours per day to overseeing their students' schoolwork
- Set the daily schedule with varied activities and breaks
- Assist with lessons and communicate frequently with the teacher
- Help monitor student progress and comprehension (through SeeSaw and Google Classroom)
- Oversee the organization of the learning space and general supplies

Middle School Students: Moderate assistance level from Learning Coach

- Oversee schoolwork for two to three hours per day
- Support a transition to more independent learning
- Assist with some lessons
- Monitor student comprehension (through PowerSchool and Google Classroom)
- Refer students to teachers as needed
- Communicate regularly with teachers

High School Students: Moderate assistance level from Learning Coach

- Commit one to two hours per day to overseeing schoolwork
- Encourage their students' growing independence in their learning and advocating for themselves
- Verify that lessons and assignments are completed
- Communicate with teachers, referring students to teachers for help when needed
- Attend regular teacher conferences

STUDENT RESPONSIBILITIES AND LEARNING ENVIRONMENT IN VIRTUAL LEARNING

The student's learning requirements and responsibilities will be quite different than the spring of 2020. Each student will be required to meet synchronously with their teacher on a daily basis, whether it is through an online platform (Zoom or Google meets) or a telephone call. Each student should also plan to spend 30 hours per week on learning activities. All students will need the support of an adult to ensure they are progressing, but the actual amount will vary by the student's age and independent learning ability (See the Learning Coach role above).

Elementary School Students

- About 15–30 percent of the school day will be done on a computer.
- A large percentage of schoolwork is done off-line, including reading books and writing.
- About 50–75 percent of the school day will be done without a computer or asynchronously.
- Classes blend both online and off-line work.
- Students have a very flexible schedule, as much of the work is done off-line.

Middle School Students

- About 50–75 percent of the school day will be done online.
- Classes blend both online and off-line work.
- A prescribed schedule is provided. Students work with teachers as needed to create alternate schedules that accommodate their individual needs.

High School Students

- About 80–90 percent of the school day will be done online.
- Students learn primarily online.
- A prescribed schedule is provided. Students work with teachers as needed to create alternate schedules that accommodate their individual needs.

TEACHERS' VIRTUAL LEARNING RESPONSIBILITIES

The MRUSD virtual learning teachers are certified, highly qualified professionals committed to each student's success. They are experts in their fields and grade levels and receive ongoing training.

In a virtual lesson session, virtual learning teachers explain or demonstrate new concepts, lead discussions, write on a whiteboard, and show videos or other visuals. They can also create virtual "breakout" rooms where classmates can meet to collaborate on group projects.

LEARNING MANAGEMENT SYSTEMS

Teachers will use SeeSaw for grades K-8 and Google Classroom for grades 9-12 as Learning Management Systems. Weekly plans will be posted no later than Sunday.

INDIVIDUALIZED INSTRUCTION PROGRAM

Students learn best when lessons match their interests and abilities. Virtual learning teachers will evaluate student's strengths and needs to develop focused, customized approaches that work for the student along with the curriculum.

TIMELY INTERVENTION

When help is needed, a virtual learning teacher may modify instruction or lessons, provide meaningful ways to practice skills, and offer helpful resources. They may arrange to work with a student in a small group or even one-on-one. This personal attention empowers students to do their best and to achieve their goals.

COLLABORATING WITH FELLOW COLLEAGUES

Virtual learning teachers are to work together closely and talk regularly. They share best practices, subject matter tips, teaching methods, and more. For families working with multiple teachers, these teachers can coordinate efforts to meet the student's needs.

CONNECTED TO STUDENTS AND FAMILIES

Virtual learning teachers are eager to develop relationships with students and families to further strengthen the online learning experience.

GRADES K-12 MRUSD VIRTUAL LEARNING ACADEMY INFORMATION

- Virtual learning will be facilitated by the Maple Run Unified School District.
- Students enrolled in virtual learning will be provided the same content and have the same amount of schoolwork as those attending school in person.
- Virtual learning will be taught by a small team of MRUSD teachers. Details will be determined after we know how many students register and from what grades.
- Based on how many families elect to receive virtual learning, classes may be grouped across grade levels. For example, K and 1st grades together or 2nd and 3rd grades together.
- Learning will be mostly asynchronous, meaning lessons will be set ahead of time and/or prerecorded. Students and families would manage their own schedule for learning.
- There will be synchronous or "live" opportunities for teachers and students to interact. Teachers will have a daily presence through Google Meet and/or Zoom.
- Although families will set their own learning schedules, the time commitment of virtual learning will mirror a typical school day using a balance of offline (books and paper) and digital instruction.

- Daily and weekly social-emotional learning lessons will be embedded in the curriculum to support the unique needs students are facing during this pandemic.
- Daily attendance is required and will be noted through participation in an online classroom activity.
- As with students learning in-person, students enrolled in virtual learning will be assessed using MRUSD assessment and grading practices.
- Students that start in the MRUSD Virtual Academy will have the opportunity to go into a hybrid group in their school. We will, however, limit the number of times they can move from one model to the other (Virtual to Hybrid or Hybrid to Virtual).

IN ADDITION, FOR GRADES 9-12 CHOOSING FULL-TIME VIRTUAL LEARNING

- Classes and curriculum will be facilitated by MRUSD personnel.
- Teachers and students interact regularly through email, telephone conversations, and various web tools. As students work through the modules of a course, they connect with their teachers to take exams online and discussion-based assessments over the phone or video conference. Students do the work at their own pace and on their own time but are expected to stay on pace.
- Assignments are due weekly and throughout the course.
- Teachers are available during the student's class schedule for students are encouraged to contact their teacher when there is a need of any kind. Teachers regularly speak via telephone or video conference with students and their parents.
- Students will continue to be connected to their Homebase at MRUSD High School (BFA or Northwest Career & Technical Center (NCTC)) and they will maintain access and contact with their BFA guidance counselor.
- If a student would like to return to BFA or NCTC for in-person instruction, they must reach out to their guidance counselor.

Deadline for Enrollment Selection

Please complete the Reopening Enrollment form to select between hybrid or virtual learning. The form can be found in your email and on the COVID-19 Resources web page.
The deadline is: August 11, 2020

If you have an incoming Kindergartener or if your student is new to the district and you have already completed your registration form for the 2020-2021 school year, your school will reach out to you directly to confirm your choice.

Please note all forms must be submitted by August 11 to give our teams enough time to make the appropriate accommodations.

Special Services

- Students who have chronic medical conditions will have their individual situation assessed by the school nurse. Individual Health Care Plans (IHPs), Individual Education Plans (IEPs), 504 Plans, and any other relevant documentation will be reviewed. Schools will contact the student's parents/guardians as well as the student's physician if needed.
- For students with IEPs, the child's IEP team will meet to determine the nature, extent, and service delivery model.
- MRUSD employees working with students who require instruction or related services that involve hands-on work or other interventions in close proximity may wear personal protective equipment (PPE) in order to keep themselves and the students safe. This includes gloves, masks, and/or face shields.
- Students will be required to wear face masks unless documentation is provided by a physician that it poses a health risk to the student. Adapted face coverings, assistive technology and other supports will be provided, as determined necessary by the IEP team, in order to ensure the proper ability to communicate and receive services.
- Evaluations that were unable to be completed due to the need for in-person testing will be completed as quickly as possible once school resumes.



When Someone is Sick

- Any individual who shows any signs or symptoms of illness must stay home.
- Students will not be penalized for missing school and are encouraged to stay home when they are not feeling well. On these days students may access their education through the Learning Management System.
- Parents are encouraged to contact their school nurse if their child is home ill with any symptoms suggestive of COVID-19. Individuals should not return to school unless they are cleared through the school nurse.
- Students and employees with any of the following symptoms of COVID-19 must remain home:
    - Cough,
    - Fatigue,
    - Fever or chills, Headache,
    - Known close contact with a person who has been diagnosed with COVID-19, Measured temperature of 100.4 degrees Fahrenheit or greater,
    - Nausea or vomiting,
    - New loss of taste or smell,
    - Shortness of breath or difficulty breathing, or Sore throat.
- Any student or employee who begins to exhibit COVID-19 like symptoms must report to the school nurse immediately.
- Isolation rooms have been identified in all schools for individuals demonstrating COVID-19 symptoms.
- The school nurse will assess the student and call a family member when it is appropriate to request that the child be picked up immediately.

- If a student or employee has symptoms of COVID-19 and has had a test, they should rest at home and not come to school until they receive their results

If Someone Tests Positive for COVID-19

- Any individual who tests positive for COVID-19 or who shows any signs or symptoms of illness must stay home to recover and protect others from getting sick.
- The Vermont Department of Health (VDH) is notified whenever someone tests positive for COVID-19 in Vermont. The VDH will call their school or workplace to follow up with next steps.
- Individuals should not return to school for 10 days after symptoms first appear. Individuals must also be fever free for 72 hours, without the use of fever-reducing medications.
- People who have had close contact with someone who tested positive for COVID-19 must isolate at home and monitor symptoms for 14 days. Close contact is defined as "any individual who has been closer than 6 feet for more than 15 minutes."
- If an employee or student notifies MRUSD that they have tested positive, MRUSD will contact the VDH and follow its guidance for quarantine requirements and the potential closure of a school.
- The state does not require complete school closure due to a positive COVID-19 test. However, entire classrooms, building wings, and/or bus routes may be impacted. Decisions about closures will be made based on guidance from the AOE.
- All areas used by an ill person will be closed off and not used until after cleaning and disinfecting.
- When necessary and deemed appropriate, the district will communicate with staff and families to provide general information about the situation. However, information released will be limited as it is critical to maintain confidentiality.
- Students or employees returning from illness related to COVID-19 will be required to check-in with the school nurse.
- On days out of school, students may access their education through the Learning Management System.

Quarantine Situations

- If a student is required to quarantine, they will be able continue to access their learning through the Learning Management System, if physically able, and those days will not be counted as absences.
- If a classroom or multiple classrooms are required to quarantine due to a positive test, impacted students will continue to access their learning through the Learning Management System during the quarantine period. If a student is physically able to participate, those days will not be counted as absences.

Resources

Pearson Online Academy, School Districts Nationwide, Vermont Agency of Education, Vermont Department of Health