Newfound Re-opening Task Force

1. Technology
	1. Deploying technology
		1. If closed
		2. If hybrid
		3. Expand BYOD if needed
		4. How can we deploy technology in a quick manner (ie: same day)
	2. Connectivity
		1. Look at hot spot options if closed or hybrid- some families need a more permanent solution
		2. Look at both students and staff
	3. Review parameters and establish best practices for technology software
		1. Ensure that it meets all safety protocols
		2. Establish or re-establish budgets for software
	4. In school protocols to be developed for:
		1. Phones
		2. Copy machines
		3. Chromebook carts
		4. Shared computer classrooms
		5. Printers
		6. Intercoms
	5. Replacement cycle for technology
		1. Will we need to replace some due to high usage
2. Health Management:
	1. Identify high risk individuals (both faculty, staff, and students)
		1. Develop best practice protocols for each
	2. Establish protocols for being in school for both staff and students
		1. Temps?
		2. Questionnaire?
		3. Family illness?
		4. Develop system for isolating and sending home sick students
			1. How do you reach parents to inform the if they are unreachable?
				1. Consistency throughout the district
		5. Tracking and tracing of contact with sick individuals
			1. Who?
			2. How?
		6. How will this all be communicated and coordinated with parents, local physician, afterschool programs
		7. Will students be eligible for any type of special services in out for extended period of time (such as a 504)
	3. Tracking absences
		1. Follow up with parents and tracking of illness
		2. Analysis of trends to be proactive
	4. Planning for any breakout or cluster of illness
		1. Close individual school for short period of time?
		2. Isolate those with contact?
	5. Handwashing/sanitizing stations throughout schools
	6. Close traditional water fountains
	7. Establish protocols and plans for
		1. Wearing of masks
		2. Handwashing
	8. Monitor public health guidance and update plans as needed
	9. Nurse needs for protection- masks, shields, gowns?
		1. Will others need the same protection (such as paras)
3. Social Emotional:
	1. Identify at risk students
	2. Supports in place by:
		1. Behavior specialist
		2. Social worker
		3. Guidance counselors (some are part time- elementary schools)
		4. Student Assistant Program Coordinator
		5. Nurses
		6. School Psychologists
	3. Coordinated effort to support parents in need
		1. Social worker
		2. Community Services
		3. Town offices
		4. Guidance Counselors
		5. Nurse
4. Teaching and Learning
	1. What will instruction look like?
		1. In person
		2. Hybrid
		3. Remote
		4. What about if we have a breakout mid-year?
		5. Can you do multiple options for students?
		6. Can you do live stream of a class for those needing to stay home
		7. How would any of this impact multiple grade level classrooms (DES)
	2. Flexibility between and among different schools?
		1. Can each school operate independently of each other depending upon their situation?
		2. Develop criteria for closing a school independent of each other
	3. How will expectations be communicated to all stakeholders
		1. Faculty
		2. Support Staff (paras, secretaries, custodians)
		3. Project Promise
		4. TTCC
		5. Bus company (including special education transportation and special transports)
		6. Out of district programs
	4. If hybrid or remote
		1. Limit courses available to students- focus on doing some very well
	5. Develop expectations around:
		1. Expectations on teaching/learning
		2. Expectations on time
		3. Assessment
		4. Grading (continue with Competencies?)
		5. Sports eligibility
		6. Habits of learning
		7. Expectations for adults and students during remote learning- (proper protocols

for this- such as dress, location, requirements to attend sessions)

* + 1. Coordinator of zoom meetings district wide taking into consideration:
			1. Multiple meetings
			2. Number of devices
			3. Teachers schedules
			4. Wifi capacity for multiple students on the same time
			5. Related services coordination
	1. Staffing
		1. Coverage during potential extended leaves (up to or over 10 days each)
		2. What would happen if we had a death
		3. Planning for lack of substitutes
		4. Project Promise and use of program to ensure that all requirements are met as outlined in this document
		5. Continue to update regarding leave allocations
		6. FMLA- communication with Human Resources
		7. Sick leave bank use and management of days
		8. Absences- monitor absences and look for trends
		9. What happens if a staff member says that they won’t come in
	2. Coordinate/communicate all plans with AFT (Deirdre) to gain support
		1. Develop MOU’s if needed
	3. Professional development
		1. Teachers
		2. Support staff
		3. How will we do required training
			1. Restraint
			2. Suicide prevention
			3. Etc…
			4. New teacher orientation/opening days of school
	4. State and Local assessments
		1. When
		2. How
		3. What if in hybrid?
	5. Purchasing supplies and orders for next year
		1. Hold off on orders for next year- what you might want now could change
	6. Athletics
		1. Protocols for practices, games, etc..
	7. Preschool
		1. Typical students?
	8. Vocational Programs
		1. Huot
		2. Plymouth
		3. 18-21 year old
		4. ELO’s
		5. Senior Project
	9. Transition programs
		1. Bridge Academy (scheduled for week before school starts)
		2. Mid step for NMMS
	10. Co-curriculars
		1. What , when, who
1. Special Education:
	1. Compensatory education
		1. Who?
		2. How?
		3. Funding?
		4. Timeline for establishing who is eligible
		5. Timeline for providing make up services
		6. Documentation for services
		7. Documentation as we return to evidence services provided
		8. If remote or hybrid- documentation of services provided
		9. Scheduling of meetings in 1st 30 days
	2. High risk students and protocols for safety
	3. Behavioral students and protocols for safety (any student who requires hands on or close contact)
	4. What would safety expectations be for students (such as masks)
	5. How do we do services with a mask on(such as speech)
	6. Perspective from parents wanting services that don’t have them
	7. Need to do referrals and evaluations that have been put off
	8. Should protocols be different for out more disabled students
2. Logistics:
	1. Status of campuses- secure campus?
		1. Limit access for:
			1. Volunteers
			2. Parents during the day (ie: no dropping off of forgotten materials)
			3. Delivery drivers (including daily mail)
	2. Communication with fire and police
		1. Regularly update on status
		2. Develop protocols for fire drills
	3. Communication of new protocols for parents, community members, volunteers, etc..
	4. Add additional information to handbooks?
	5. Transportation
		1. Need to establish protocols for regular education and special education buses for social distancing
		2. Work with First Student
		3. Assess bus stops with multiple families of children
	6. Movement within the school setting- need to consider:
		1. Opening of the day
		2. Exiting the school at the end of the day
		3. Passing in hallways
		4. Bathroom use
		5. Main office pattern for social distancing
		6. Nurses office management for social distancing
		7. Classroom space
		8. Library space
		9. Locker rooms
		10. Gym
		11. Cafeterias (breakfast and lunch protocols)
		12. Small group spaces
	7. Need for signage that makes sense and is easily identifiable
	8. Classroom considerations
		1. Students moving from class to class
		2. Students moving within a classroom
		3. Students mixing within each classroom (ie: HS schedule has students mixing differently for each classroom)
		4. Supplies, materials, textbooks for each classroom protocols
	9. Continuation of expanded free/reduced lunch program?
	10. Will need to assess breakfast/lunch program and how it is run
		1. Distancing
		2. Single use plates/silverware/trays
		3. How to avoid the serving lines
	11. Recess
		1. What and how?
3. Facilities:
	1. Planning for extensive and daily thorough cleaning of all schools
	2. Air handling at maximum capacity possible
	3. Point of Dispensing Protocol review- NRHS is a POD site (Angel Eckstrom, lead)
	4. Management of absences of custodial staff
	5. Limiting use of outside vendors in our schools during the day
	6. Ensure hand sanitizer is readily available and in multiple locations
	7. Bathroom cleaning protocols