

Cony Middle and High School's Procedures & Protocols for the Re-Opening of School 2020-21



Procedures and Protocols for the reopening to Cony Middle and High School

The Augusta School Department, in partnership with the Maine Department of Education and the Maine CDC, has developed guidance to support our students, staff and families in determining their plans and strategies for reopening school in response to the COVID pandemic. *Augusta School Department's Path to Recovery for K-12 Schools* provides a tiered approach with clear, actionable steps that are advisable before students and employees return to school buildings, along with guidance that is applicable throughout the 2020-2021 school year.

This approach is built upon the guidance and recommendations of health officials; it is strongly aligned to the reopening guidelines that have been provided by our state and federal leaders; and it's designed to help districts prioritize the health and safety of students and teachers as they open school buildings and deliver instruction for the 2020-2021 school year.

This document supports the work developed by the Framework for Reopening Schools by adding details to the information presented in the plan. If you have any questions, please contact your building Principal or email one of the administrators.

Cony MS/HS Procedures and Protocols

<i>Level of Community Spread (as determined by state and local health officials)</i>	In Person/All Students* RECOMMENDATIONS	Hybrid RECOMMENDATIONS	Remote Learning RECOMMENDATIONS
<p style="text-align: center;">Descriptors and Definitions</p> 	<p>District/School Considerations: The In-Person, All-Students Model is where all students attend school and they are all taught in person. It closely resembles the pre-COVID model with some preventative measures such as:</p> <ul style="list-style-type: none"> ● Maintain social distancing of 3-6’ for students and 6’ for adults ● Providing hand sanitizer for students and staff ● Conducting cleaning of classrooms and high-touch surfaces each day ● Limiting physical interaction through partner or group work ● Requiring face masks for all students and staff <p>The Augusta School Department is unable to have all students come to school everyday due to the inability to meet the social distance requirements due to facility and staffing limitations, which are required by the CDC in order to have in person instruction. Therefore, the Augusta School Department will be implementing the Hybrid Model outlined in the “yellow” section of the plan.</p> <p>*Maine DOE has stated that it is important for communities to understand that “Green” color/risk level is not to be interpreted to mean it’s “business as usual” with all students at school each day, and that even when the community risk is low. Maine CDC requirements for safely providing in-person instruction must be followed. If the requirements, including physical distancing of 3-6’ for students and 6’ for adults, exceed the capacity of your schools and facilities, you will need to implement a hybrid model to reduce the number of students who attend school at the same time even in a green county designation. The county risks will be updated every every two weeks. Source: MDOE Communication, July 29, 2020</p>	<p>District/School Considerations: The Hybrid Instructional Model is where students are divided into two groups. One half of the school is educated at one time in school and the other half is educated at another time in school. On the off times of being in school, students are engaged in remote learning.</p> <p>The Augusta School Department’s Hybrid model of education will consist of the following:</p> <ul style="list-style-type: none"> ● Students will be divided into 2 groups. Groups would alternate face-to-face and remote learning during the week. ● Grade 7-12 students will be divided into 2 groups (A or B). Groups will alternate face-to-face instruction and remote learning opportunities during the week. Group A will attend Mondays and Thursdays with remote learning opportunities on the remaining days of the week. Group B will attend Tuesdays and Fridays with remote learning opportunities on the remaining days of the week. ● Wednesdays, teachers will plan and prepare materials, engage in professional development and check in with students remotely. ● Face coverings must be worn by all students and staff at all times except “mask breaks” and meal times. <p>Staff will:</p> <ul style="list-style-type: none"> ● Use the master schedule to balance class numbers; ● Limit physical interaction through partner or group work in classrooms ● Establish 3-6 ft distance between the teacher’s desk/board and students’ desks; ● Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing for breakfasts and lunches 	<p>District/School Considerations: In the remote learning model all instruction is done at home virtually and school buildings are closed. The Remote Learning Plan will:</p> <ul style="list-style-type: none"> ● be robust, ● ensure that all students had access to technology and internet, ● include the distribute of school work through technology and district/school communications along with meals; and ● Designate and communicate collection/drop off points <p>Please note: Whether the district is in-person or hybrid, students with health concerns or safety concerns, can opt for remote learning. Remote students will follow the same schedule as the in person students. The classes will be livestreamed. They will not be taped for further review.</p>

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Level of Community Spread (as determined by state and local health officials)

	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Practicing Prevention</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Students and staff will conduct a self-check daily before coming to school. If students and/or staff answer yes to any question, then the student and/or staff must stay home. • Students will not share supplies, books, equipment. • All students will maintain 3-6 ft social distance in classrooms, hallways, entrances, exits; Students must maintain 6 ft social distancing during meals when face coverings are off. • All staff and students must wear face coverings/shields. • The school will provide students and staff with 2 masks and other appropriate PPE to staff. • Staff will teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings. • Staff will provide hand soap, hand sanitizer, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas. • Signage is posted in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19. • Surfaces are cleaned and disinfected; frequently touched areas at least daily; deep cleaning on Wednesdays, nights and weekends. • Desks will be prepared after each use for the next class's use. • Students and staff are encouraged to bring water bottles (no sharing) to refill at the water fountain. • We will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible. • Plexiglass has been installed in offices for safety. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Students and staff will conduct a self-check daily before coming to school. If students and/or staff answer yes to any question, then the student and/or staff must stay home. • Students will not share supplies, books, equipment. • All students will maintain 3-6 ft social distance in classrooms, hallways, entrances, exits; Students must maintain 6 ft social distancing during meals when face coverings are off. • All staff and students must wear face coverings/shields. • The school will provide students and staff with 2 masks and other appropriate PPE to staff. • Staff will teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings. • Staff will provide hand soap, hand sanitizer, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas. • Signage is posted in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19. • Surfaces are cleaned and disinfected; frequently touched areas at least daily; deep cleaning on Wednesdays, nights and weekends. • Desks will be prepared after each use for the next class's use. • Students and staff are encouraged to bring water bottles (no sharing) to refill at the water fountain. • We will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible. • Plexiglass has been installed in offices for safety. 	<p>District/School Considerations:</p> <p>School buildings are closed to students;</p> <ul style="list-style-type: none"> • Staff members are in buildings to conduct remote learning for students. • Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols.

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	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Entering School Buildings</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Prior to arriving at school, parents and students will conduct a self-assessment about the student’s health. If a student answers yes to any of the questions, then the student should stay home.. • Buses and Parents will drop students off at 6:50am. Students can’t arrive at Cony any earlier than 6:50. • Students will enter Cony through the Door 1 (front door), 2 (staff door), or 3 (Great Hallway door) while maintaining at least 3- 6 ft distance from other students. Three staff members will be assigned to each door to welcome students and ensure social distancing and provide supervision. Staff will maintain 6ft distance from students. • Students will no longer gather in the food court and/or auditorium. They will go directly to their first period class. In the first period class, teachers will take attendance and greet students. <p>Upon entering school, there will be the following preventative measures:</p> <ul style="list-style-type: none"> • Hand sanitizer available for students and staff, • Limit unnecessary congregations of students and staff, • Signage posted in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19, and • Parents/Guardians may not enter the school without the approval of an administrator. <p>If students/staff become ill/experience symptoms while at school, they will be placed in the isolation room until the individual’s departure.</p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Prior to arriving at school, parents and students will conduct a self-assessment of five questions about their health. If the student answered yes to any of the questions, then the student should stay home. • Buses and Parents will drop students off at 6:50am. Students can’t arrive at Cony any earlier than 6:50. • Students will enter Cony through the Door 1 (front door), 2 (staff door), or 3 (Great Hallway door) while maintaining at least 3-6 ft distance from other students. Three staff members will be assigned to each door to welcome students and ensure social distancing and provide supervision. Staff will maintain 6ft distance from students. • Students will no longer gather in the food court and/or auditorium. They will go directly to their first period class. In the first period class, teachers will take attendance and greet students. <p>Upon entering school, there will be the following preventative measures:</p> <ul style="list-style-type: none"> • Hand sanitizer available for students and staff, • Limit unnecessary congregations of students and staff, • Signage posted in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19, and • Parents/Guardians may not enter the school without the approval of an administrator. <p>If students/staff become ill/experience symptoms while at school, they will be placed in the isolation room until the individual’s departure.</p>	<p>District/School Considerations:</p> <p>School buildings are closed;</p> <ul style="list-style-type: none"> • Staff members are in buildings to conduct remote learning for students. • Parents/Guardians and Students may not enter building without the prior approval of an administrator

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Level of Community Spread (as determined by state and local health officials)

	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Serving Meals</p> 	<p>District/School Considerations: Students and staff will maintain 6 feet social distancing during all meal times.</p> <p>Breakfast</p> <ul style="list-style-type: none"> The middle school students will have their breakfast break in two locations (Food Court and Great Hallway) by grade level: Grade 7-8:00-8:15; Grade 8-8:20-8:30. The high school students will have their breakfast break during RAM time (8:40-9:10) in homeroom classrooms. <p>Lunch</p> <ul style="list-style-type: none"> Lunches will take place in the food court, small gym, and great hallway. Students must maintain 6 ft social distancing during meal times. The students will be divided over three lunches with 1/3 of the student population. Students must sanitize hands before and after breakfast and lunch The Augusta Nutrition program will use disposable plates, utensils, etc. Students will sit 1 student per table. Places will be marked for students on the big tables. Spaced serving lines will be marked in the food court, great hallway, and small gym. Food will be distributed out of two or three locations (concession stand, food service area, and gym to maintain social distancing There will be designated entrances and exit flow paths for students to maintain social distancing. Cleaning of cafeterias and high-touch surfaces will occur throughout the school day. Teachers/staff will eat in areas that allow for socially distancing. 	<p>District/School Considerations: Students and staff will maintain 6 feet social distancing during all meal times.</p> <p>Breakfast</p> <ul style="list-style-type: none"> The middle school students will have their breakfast break in two locations (Food Court and Great Hallway) by grade level: Grade 7-8:00-8:15; Grade 8-8:20-8:30. The high school students will have their breakfast break during RAM time (8:40-9:10) in homeroom classrooms. <p>Lunch</p> <ul style="list-style-type: none"> Lunches will take place in the food court, small gym, and great hallway. Students must maintain 6 ft social distancing during meal times. The students will be divided over three lunches with 1/3 of the student population. Students must sanitize hands before and after breakfast and lunch The Augusta Nutrition program will use disposable plates, utensils, etc. Students will sit 1 student per table. Places will be marked for students on the big tables. Spaced serving lines will be marked in the food court, great hallway, and small gym. Food will be distributed out of two or three locations (concession stand, food service area, and gym to maintain social distancing There will be designated entrances and exit flow paths for students to maintain social distancing. Cleaning of cafeterias and high-touch surfaces will occur throughout the school day. Teachers/staff will eat in areas that allow for socially distancing. 	<p>District/School Considerations: School buildings are closed;</p> <ul style="list-style-type: none"> Staff members are in buildings to conduct remote learning for students. Meals will be provided through drive up service at schools

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<i>Level of Community Spread (as determined by state and local health officials)</i>	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Transitioning Between Classes</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Staff will limit mixing between groups by utilizing a hybrid instructional model <p>For class changes and other transitions throughout the school day:</p> <ul style="list-style-type: none"> There will be designated lanes of the hallway as flow paths to keep students separated to minimize congregation of students. One side of the hallway will be one direction and the other side will be the other direction Staff will be available in hallways to ensure social distancing of at least 6 ft and students and staff are required to wear face coverings. Class transitions will staggered: <ul style="list-style-type: none"> Teams will coordinate transition times for the Middle School. Grades 9/12 for the High School and Grades 10/11 for the High School (Grades 10/11 will leave 2 minutes later than the scheduled time to limit congestion in the hallway). 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Staff will limit mixing between groups by utilizing a hybrid instructional model <p>For class changes and other transitions throughout the school day:</p> <ul style="list-style-type: none"> There will be designated lanes of the hallway as flow paths to keep students separated to minimize congregation of students. One side of the hallway will be one direction and the other side will be the other direction Staff will be available in hallways to ensure social distancing of at least 6 ft and students and staff are required to wear face coverings. Class transitions will staggered: <ul style="list-style-type: none"> Teams will coordinate transition times for the Middle School. Grades 9/12 for the High School and Grades 10/11 for the High School (Grades 10/11 will leave 2 minutes later than the scheduled time to limit congestion in the hallway). 	<p>District/School Considerations;</p> <ul style="list-style-type: none"> School buildings are closed to students. Students will transition between from in person classes to the on-line platform Google Classroom. Staff members are in buildings to conduct remote learning for students.

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<i>Level of Community Spread (as determined by state and local health officials)</i>	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p style="text-align: center;">Conducting Large Group Gatherings</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Staff will abide by the maximum number of people allowed to congregate as defined by the Governor’s current statewide Executive Order. ● MS and HS students will no longer gather in the food court and auditorium when they arrive at school. Students will report directly to their Period 1 classes for attendance. Homeroom time will be during RAM time and RTI time. ● HS Ram Time will be done in homerooms instead of the Food court; MS RTI will be done in homerooms instead of enrichment/work rooms. A social-emotional curriculum will be implemented during these times. ● Breakfasts and lunches will not exceed 50 students in any one location. ● Class meetings, assemblies, field trips, or any other large gathering will be limited to virtual settings. ● Study Halls will be conducted in the auditorium using social distancing. ● We will have an open campus for Grades 10-12. Students can leave the building with parental permission during class periods when students don’t have a class. Open Campus is not available during RAM Time. ● Open Houses/Parent Nights will be conducted outside or through virtual means. ● We will discourage and monitor the congregation of students in parking lots and common areas ● We have identified and utilized large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing when needed 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Staff will abide by the maximum number of people allowed to congregate as defined by the Governor’s current statewide Executive Order. ● MS and HS students will no longer gather in the food court and auditorium when they arrive at school. Students will report directly to their Period 1 classes for attendance. Homeroom time will be during RAM time and RTI time. ● HS Ram Time will be done in homerooms instead of the Food court; MS RTI will be done in homerooms instead of enrichment/work rooms. A social-emotional curriculum will be implemented during these times. ● Breakfasts and lunches will not exceed 50 students in any one location. ● Class meetings, assemblies, field trips, or any other large gathering will be limited to virtual settings. ● Study Halls will be conducted in the auditorium using social distancing. ● We will have an open campus for Grades 10-12. Students can leave the building with parental permission during class periods when students don’t have a class. Open Campus is not available during RAM Time. ● Open Houses/Parent Nights will be conducted outside or through virtual means. ● We will discourage and monitor the congregation of students in parking lots and common areas ● We have identified and utilized large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing when needed ● We will be unable to host dances or other large group activities until restrictions are eased. 	<p>District/School Considerations:</p> <p>School buildings are closed to students.</p> <ul style="list-style-type: none"> ● Our school will abide by the maximum number of people allowed to congregate as defined by the Governor’s current statewide Executive Order. ● Large group gatherings will take place virtually.

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<p>Transporting Students</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Families should consider alternatives to getting to school including car, walking, biking where possible. Carpooling with a stable group of people is recommended. Face coverings should be utilized in the car ● For students riding the bus, symptom screening must be performed by families prior to getting on the bus. ● Physical distancing at bus stops and pick-up and drop off is required. ● If riding the bus, Bus Drivers and students must wear face masks/coverings ● Hand sanitizer will be available when entering and exiting the bus ● The Bus drivers will assign seats to students. Students from the same household should sit together. ● Bus Drivers will use tape marks and signage to show students where to sit. ● The Bus Drivers will load the bus from the back to the front ● Drivers should be 6 ft from students. ● Windows should be open if weather allows ● Buses will be routinely cleaned and disinfected. ● There will be no field trips. ● Buses will be aired out when not in use. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Families should consider alternatives to getting to school including car, walking, biking where possible. Carpooling with a stable group of people is recommended. Face coverings should be utilized in the car ● For students riding the bus, symptom screening must be performed by families prior to getting on the bus. ● Physical distancing at bus stops and pick-up and drop off is required. ● If riding the bus, Bus Drivers and students must wear face masks/coverings ● Hand sanitizer will be available when entering and exiting the bus ● The Bus drivers will assign seats to students. Students from the same household should sit together. ● Bus Drivers will use tape marks and signage to show students where to sit. ● The Bus Drivers will load the bus from the back to the front ● Drivers should be 6 ft from students. ● Windows should be open if weather allows ● Buses will be routinely cleaned and disinfected. ● There will be no field trips. ● Buses will be aired out when not in use. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● School buildings are closed to students; therefore, transporting students is not needed.

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<p><i>Level of Community Spread (as determined by state and local health officials)</i></p>	<p style="text-align: center;">Green RECOMMENDATIONS</p>	<p style="text-align: center;">Yellow RECOMMENDATIONS</p>	<p style="text-align: center;">Red RECOMMENDATIONS</p>
<p style="text-align: center;">Protecting Vulnerable Populations</p> <div style="text-align: center;">  </div> <p>¹ Vulnerable Populations -- Elderly individuals and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.</p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. ● Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. ● Create plans for identified vulnerable staff and families to determine safety needs and accommodations, within reason.. ● Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials such as the district school physician. ● Consult with the Board’s attorney and the district’s Human Resource office regarding feasible special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations. ● Adhere to FERPA and HIPAA requirements ● Adhere to state and federal employment law and extended leave allowances ● Offer an Employee Assistance Program to all staff members ● Establish a process for regular check-ins with vulnerable staff and students. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. ● Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. ● Create plans for identified vulnerable staff and families to determine safety needs and accommodations, within reason.. ● Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials such as the district school physician. ● Consult with the Board’s attorney and the district’s Human Resource office regarding feasible special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations. ● Adhere to FERPA and HIPAA requirements ● Adhere to state and federal employment law and extended leave allowances ● Offer an Employee Assistance Program to all staff members ● Establish a process for regular check-ins with vulnerable staff and students. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● School Buildings are closed; however, staff will check in with vulnerable populations to ensure that students are able to connect to the needed resources. ● Support personnel will follow up as needed to ensure that students are connecting to the learning.

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<p style="text-align: center;">Supporting Teaching and Learning</p>	<p style="text-align: center;">Green RECOMMENDATIONS</p>	<p style="text-align: center;">Yellow RECOMMENDATIONS</p>	<p style="text-align: center;">Red RECOMMENDATIONS</p>
		<p>District/School Considerations:</p> <p>Learning Framework:</p> <ul style="list-style-type: none"> • School calendar, day schedules, attendance expectations, etc. are altered. • Students will engage in a hybrid learning model that is part in-person instruction in classrooms and part virtual/remote. • Students will be divided into 2 groups. Groups would alternate face-to-face and remote learning during the week. • Grade 7-12 students will be divided into 2 groups (A or B). Groups will alternate face-to-face instruction and remote learning opportunities during the week. Group A will attend Mondays and Thursdays with remote learning opportunities on the remaining days of the week. Group B will attend Tuesdays and Fridays with remote learning opportunities on the remaining days of the week. • Wednesdays, teachers will plan and prepare materials, engage in professional development and check in with students remotely. • Attendance tracking system will be utilized for both in-person and remote days of instruction. • School practices and policies related to learning expectations, grading, etc. will be maintained, although some assessments may be altered or replaced • All schools will be prepared to support those unable to resume any in-person classroom instruction. • Additional accommodations and frequency of in-person instruction may differ depending on individual student needs, specialized instruction for students on IEP/504 plans. 	<p>District/School Considerations:</p> <p>Learning Framework:</p> <ul style="list-style-type: none"> • School calendar, day schedules, attendance expectations, etc. are altered. • Students will engage in a hybrid learning model that is part in-person instruction in classrooms and part virtual/remote. • Students will be divided into 2 groups. Groups would alternate face-to-face and remote learning during the week. • Grade 7-12 students will be divided into 2 groups (A or B). Groups will alternate face-to-face instruction and remote learning opportunities during the week. Group A will attend Mondays and Thursdays with remote learning opportunities on the remaining days of the week. Group B will attend Tuesdays and Fridays with remote learning opportunities on the remaining days of the week. • Wednesdays, teachers will plan and prepare materials, engage in professional development and check in with students remotely. • Attendance tracking system will be utilized for both in-person and remote days of instruction. • School practices and policies related to learning expectations, grading, etc. will be maintained, although some assessments may be altered or replaced • All schools will be prepared to support those unable to resume any in-person classroom instruction. • Additional accommodations and frequency of in-person instruction may differ depending on individual student needs, specialized instruction for students on IEP/504 plans.

	<p>Student Support Services:</p> <ul style="list-style-type: none"> ● Counselors and teachers will continue to support social/emotional needs of students and families in-person and virtual/remote as needed. ● Counselors will continue to provide support and reach out to students and families in crisis. ● Student Support Teams in all schools will continue to meet regularly and actively plan to identify and support needs of individual students. ● Extensive teaming and consistent communication among staff will be utilized to ensure resources and connections are made for students who are struggling. 	<p>Student Support Services:</p> <ul style="list-style-type: none"> ● Counselors and teachers will continue to support social/emotional needs of students and families in-person and virtual/remote as needed. ● Counselors will continue to provide support and reach out to students and families in crisis. ● Student Support Teams in all schools will continue to meet regularly and actively plan to identify and support needs of individual students. ● Extensive teaming and consistent communication among staff will be utilized to ensure resources and connections are made for students who are struggling. 	<p>Student Support Services:</p> <ul style="list-style-type: none"> ● Counselors and teachers will continue to support social/emotional needs of students and families in a remote manner. ● Resources and connections will continue to be provided on an ongoing basis to support students and families in crisis. ● Student Support Teams in all schools will continue to meet regularly and actively plan to identify and support needs of individual students. ● Extensive teaming and consistent communication among staff will be utilized to ensure resources and connections are provided as needed.
	<p>Special Education Services/ Section 504 Plans</p> <ul style="list-style-type: none"> ● Educators will provide FAPE to all students on IEP plans. Students will be provided the necessary specialized instruction both in-person and remotely. ● IEP and 504 accommodation plans will continue to allow students to access the curriculum (adjustments may be made due to the change in educational environments/platforms as needed). ● IEP/504 meetings will continue to be scheduled. These meetings will be facilitated remotely via Zoom or google meets platform. ● Student data will continue to be collected to inform support and specialized instruction as outlined in the IEP. ● Speech, Occupational/ Physical Therapy, and social work services will be provided in person or remotely. ● Initial referral testing and annual/tri-annual reviews will resume and meetings scheduled either in-person or via zoom/google meets. ● Additional accommodations and frequency of in-person instruction may differ depending on individual student needs 	<p>Special Education Services/ Section 504 Plans</p> <ul style="list-style-type: none"> ● Educators will provide FAPE to all students on IEP plans. Students will be provided the necessary specialized instruction both in-person and remotely. ● IEP and 504 accommodation plans will continue to allow students to access the curriculum (adjustments may be made due to the change in educational environments/platforms as needed). ● IEP/504 meetings will continue to be scheduled. These meetings will be facilitated remotely via Zoom or google meets platform. ● Student data will be collected to inform support and specialized instruction as outlined in the IEP. ● Speech, Occupational/ Physical Therapy, and social work services will be provided in person or remotely. ● Initial referral testing and annual/tri-annual reviews will resume and meetings scheduled either in-person or via zoom/google meets. ● Additional accommodations and frequency of in-person instruction may differ depending on individual student needs 	<p>Special Education Services/ Section 504 Plans</p> <ul style="list-style-type: none"> ● Educators will continue to connect remotely with students on their caseloads to provide FAPE to all students on IEP plans. ● IEP/504 meetings will continue to be scheduled and facilitated remotely via the zoom or google meets platform. ● IEP and 504 accommodation plans will continue to allow students to access the curriculum (adjustments may be made due to the change in educational environments/platforms as needed). ● Student data will continue to be collected to inform support and specialized instruction as outlined in the IEP. ● Speech, Occupational/ Physical Therapy, and social work services will be provided remotely. ● Some initial referral testing, or annual/triannual reviews may need to be postponed or delayed. Director will oversee and communicate with families.

	<p>English Language Learners (ELL), Response to Intervention (RTI), Gifted & Talented (GT) Programming</p> <ul style="list-style-type: none"> • All students identified as needing English Language Learner support, accelerated studies, gifted and talented programming, and/or Response to Intervention supports will continue to receive services as part of the hybrid model. • Students will be assessed and RTI determinations will be made in the fall. There will be a clearly defined process and criteria for determining support. All RTI decisions will be made through a team approach. • ELL, RTI, and GT student support staff will continue to collaborate with grade level teachers to support individual needs of students both in-person and remotely as needed. • Teachers will continue to monitor progress, assess student performance on specific learning needs, and provide the necessary individualized support both in-person and remotely. • Additional accommodations and frequency of in-person instruction may differ depending on individual student needs, specialized instruction for ELL students. 	<p>English Language Learners (ELL), Response to Intervention (RTI), Gifted & Talented (GT) Programming</p> <ul style="list-style-type: none"> • All students identified as needing English Language Learner support, accelerated studies, gifted and talented programming, and/or Response to Intervention supports will continue to receive services as part of the hybrid model. • Students will be assessed and RTI determinations will be made in the fall. There will be a clearly defined process and criteria for determining support. All RTI decisions will be made through a team approach. • ELL, RTI, and GT student support staff will continue to collaborate with grade level teachers to support individual needs of students both in-person and remotely as needed. • Teachers will continue to monitor progress, assess student performance on specific learning needs, and provide the necessary individualized support both in-person and remotely. • Additional accommodations and frequency of in-person instruction may differ depending on individual student needs, specialized instruction for ELL students. 	<p>English Language Learners (ELL), Response to Intervention (RTI), Gifted & Talented (GT) Programming</p> <ul style="list-style-type: none"> • All students identified as needing English Language Learner support, accelerated studies, gifted and talented programming, and/or Response to Intervention supports will continue to receive services as part of the virtual model. • Students will be assessed and RTI determinations will be made in the fall. There will be a clearly defined process and criteria for determining support. All RTI decisions will be made through a team approach. • ELL, RTI, and GT student support staff will continue to collaborate with grade level teachers to support individual needs of students remotely as needed. • Teachers will continue to monitor progress, assess student performance on specific learning needs, and provide the necessary individualized support remotely. • Additional accommodations and frequency of instruction may differ depending on individual student needs, specialized instruction for ELL students
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Cony MS/HS Procedures and Protocols

<i>Level of Community Spread (as determined by state and local health officials)</i>	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
Athletics and Extra-curricular Activities	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● All or Some sports are offered depending on CDC/MPA/District guidelines. ● The possibility of intramurals may be explored as an alternative to sports not offered. ● Cony will host a Parents' Night August 30th at 6:00pm either outside at Alumni Field or Zoom depending on CDC/MPA/District Guidelines. ● Coaches will be given a partial or full stipend depending on the scenarios. ● Boosters Meetings will resume starting Monday, August 24th at 5:30 outside at Alumni field or virtual depending on CDC/MPA/District guidelines. ● Preseason is scheduled for September 8-17th, pending MPA (Maine Principals' Association) guidance. Athletic contests may begin September 18, 2020 at 3:00pm, pending MPA guidance ● Locker rooms and weight rooms will be closed. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● All or Some sports are offered depending on CDC/MPA/District guidelines. ● The possibility of intramurals may be explored as an alternative to sports not offered. ● Cony will host a Parents' Night August 30th at 6:00pm either outside at Alumni Field or Zoom depending on CDC/MPA/District Guidelines. ● Coaches will be given a partial or full stipend depending on the scenarios. ● Boosters Meetings will resume starting Monday, August 24th at 5:30 outside at Alumni field or virtual depending on CDC/MPA/District guidelines. ● Preseason is scheduled for September 8-17th, pending MPA (Maine Principals' Association) guidance. Athletic contests may begin September 18, 2020 at 3:00pm, pending MPA guidance ● Locker rooms and weight rooms will be closed. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● When the educational program is remote, there will not be sports or extra-curricular activities in person. Sports/Extra-curricular activities may stay connected through virtual opportunities. ● Because there are no sports, there will not be a need to host a parents' night. Boosters Club will determine the appropriateness of meeting virtually. ● Coaches stipends will be adjusted based on timing of closure.

Cony MS/HS Procedures and Protocols

Level of Community Spread (as determined by state and local health officials)

	<p style="text-align: center;">Green RECOMMENDATIONS</p>	<p style="text-align: center;">Yellow RECOMMENDATIONS</p>	<p style="text-align: center;">Red RECOMMENDATIONS</p>
<p style="text-align: center;">COVID-19</p> <div style="text-align: center;">  </div>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● A medical isolation room will be identified for students and staff who exhibit COVID-19 symptoms ● All students and staff must wear face coverings. Face shields may be an alternative for those students with medical, behavioral, or other challenges who are unable to wear masks/face coverings. ● Masks Breaks will occur throughout the day and will happen when students are 6 ft apart. ● Reusable masks should be washed daily. ● Parents/Guardians must screen their students for illness before sending them to school. ● Any staff or student with a fever of 100.4 or greater should not be in school ● See the Parent/Guardian/Student COVID-19 Guide for the Return to School for more information. Students and parents will need to sign the Safety Agreement to participate in in-person learning. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● A medical isolation room will be identified for students and staff who exhibit COVID-19 symptoms ● All students and staff must wear face coverings. Face shields may be an alternative for those students with medical, behavioral, or other challenges who are unable to wear masks/face coverings. ● Masks Breaks will occur throughout the day and will happen when students are 6 ft apart. ● Reusable masks should be washed daily. ● Parents/Guardians must screen their students for illness before sending them to school. ● Any staff or student with a fever of 100.4 or greater should not be in school ● See the Parent/Guardian/Student COVID-19 Guide for the Return to School for more information. Students and parents will need to sign the Safety Agreement to participate in in-person learning. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● School is closed to students. ● Students will be learning from home. Students will be following the in-person high school schedule. ● Staff will connect with students to help them access learning resources.

Cony MS/HS Procedures and Protocols

<i>Level of Community Spread (as determined by state and local health officials)</i>	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Additional Points</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • The state’s guidelines need to be eased, before the district considers bringing back all students for in-person learning five days a week. • Schedules and Parent/Guardians Guides will go out around August 15ish through the mail. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Since students were unable to fully participate in Quarter 4 classes due to COVID-19, all students will be given a P (pass) for semester classes for Quarter 4. For year-long classes, students will receive their Semester 1 class grade for the year. For Quarter 4 quarter classes, students will be re-enrolled in the course for 2020-21. • Cony will be implementing an open campus for high school students who are passing all of their classes from Quarter 4. Students will need to sign out using social distancing and have parental/guardian permission before leaving the campus. • Students may not share school supplies. The Middle School and High School will provide supplies for students. If the school is unable to provide supplies for students, a supply list will be provided. • Students will need to carry their supplies around school in their backpacks. No lockers will be used. • Students will walk in hallways on the right side and walk 3-6 feet from other students. Hallways will be identified and marked 3-6 feet where possible. • Parent/Guardian drop-off will occur in the staff parking lot NOT the front entrance area to help maintain social distancing. Students will enter through Doors 1, 2, or 3. Supervision will be provided • Nonessential visitors, volunteers and activities involving outside groups from entering the school will be limited. • Field trips will be suspended at this time. • Attendance will follow the same procedures. • Teachers may bring classes outside for mask breaks when needed. • Some aspects of the curriculum will need to be amended to follow COVID-19 guidelines. • Unfortunately, there will not be a senior lounge this year. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • School is closed to students. • Students will be learning from home. • Staff will connect with students to help them access learning resources. • Google Classroom would be the online platform • Students will be assessed and earn credit as if they were in-person.

Cony MS/HS Procedures and Protocols

Level of Community Spread (as determined by state and local health officials)

	Green RECOMMENDATIONS	Yellow RECOMMENDATIONS	Red RECOMMENDATIONS
<p>Additional Points, page 2</p> 	<p>District/School Considerations:</p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> ● Some classes may need to move bigger or smaller rooms as needed ● We will divide students into two cohort groups based on a specific criteria. We will try to keep families together to ensure similar schedules. ● Students and Parents/Guardians who opt for remote learning will need to keep with that decision for a quarter. ● Schedules and Parent/Guardians Guides will go out around August 15ish through the mail. ● Band and Chorus will continue to function through sectionals and small groups using outside and remote learning as much as possible. Students will learn music theory as part of their experience. ● Face Mask/Coverings need to follow the dress code policy related to guidelines. See Parent Guide for more information. ● Schedule for the Middle School and High School <p>Middle School</p> <p>7:00-8:24 Period 1 (no homeroom) 8:00-8:15 Grade 7 breakfast 8:15-8:34 Grade 8 breakfast</p> <p>8:36-9:35 Period 2 9:38-10:38 Period 3 10:40-11:10 RTI (Homeroom/Band/Chorus) 11:12-11:42 Middle School Lunch Food Court, Great Hallway, and Small Gym</p> <p>11:44-12:44 Period 4 12:48-1:52 Period 5</p> <p>High School</p> <p>7:00-8:40 Period 1 (no homeroom) 8:45-9:10 RAM time (homeroom) 8:45-8:55 Grades 11-12 breakfast 9:00-9:10 Grades 9-10 breakfast</p> <p>9:15-10:30 Period 2 10:35-12:25 Period 3 & Lunch Food Court, Great Hallway, and Small Gym</p> <p>12:30-1:45 Period 4</p>	<p>District/School Considerations:</p>