



## Making Community Connections Charter School (MC2) COVID-19 Safety Plan 2021-2022

**Introduction:** The COVID-19 pandemic has changed the way we live our lives and how education is provided to assure the safety of our students and community. MC2 is committed to providing every student with high quality education while assuring there are multiple levels to mitigate risk to safeguard the health of students, employees, and the entire community. Through innovative learning approaches, MC2 will continue to strive to create new ways to educate students while providing a safe and healthy learning environment for all.

### Our Priorities & Commitment

- Protecting the health and safety of everyone involved is our highest priority.
- Students will return to 100% on-site education beginning 7/26/2021.
- MC2 is committed to taking explicit steps to address the social and emotional needs of students and employees.
- Students and families must be taught new routines in ways that are positive and ongoing, and that engage in learning opportunities.
- Learning opportunities will be agile and prepared to shift quickly in response to the changing conditions of the pandemic.
- Regardless of the format of education, MC2 will continually strive to improve the quality of instruction that is provided to all students.

**The MC2 COVID-19 Reopening plan addresses 5 components of the MC2 School Campus Expectations and Guidelines (refer to COVID-19 Reopening chart):**

1. Healthy Classrooms - Following safe practices in classrooms
2. Healthy Buildings - Breathing clean air in the school building
3. Healthy Policies - Building a culture of health, safety, and shared responsibility
4. Healthy Schedules - Moving between rooms and locations safely
5. Healthy Community Engagement/Activities – Safe learning opportunities in the community

This plan is designed to support the health and safety of everyone who enters the school building and engages in off-site learning opportunities in order to provide the best possible education to our students under the restrictions of COVID-19.

*\*This document is a fluid plan that may change as local, state, and national trends fluctuate. MC2 will consult the most updated guidance from the United States Centers for Disease Control and Prevention, New Hampshire Department of Health and Human Services, and the New Hampshire Department of Education, and may adapt this plan as needed to fit the needs of the school community. This plan was revised based on the most current CDC [Guidance for COVID-19 Prevention in K-12 Schools](#), updated on July 9, 2021.*

## MC2 Expectations & Guidelines for the Monadnock Campus:

- 1- **Mask wearing.** Students and staff will wear face masks when mandated and when maintaining a safe distance of separation (3 feet) is not possible. If staff or students are engaging in any off-campus activities they will be required to follow any and all COVID safety protocols established on any property, public or private, indoors or out. Students and staff will follow the COVID safety protocols when transportation is being provided by MC2. It is expected that staff and the students wear a face mask when being transported in a vehicle by MC2 staff when distancing (3 feet) is not possible. Mask wearing guidance may be modified as State and Federal health and safety guidelines are updated.

- It is **highly recommended** that unvaccinated students wear masks at all times.

- Precautionary measures to limit close contact will be exercised at all times.

- Opportunities will be created throughout the school day to allow for the removal of masks in a safe environment (when masking is required).

### **Guidelines:**

#### *When Mandated:*

- All students and staff must wear a mask once they enter the building.
- Allow students and staff with medical conditions to not wear a mask when they have a doctor's note stating the need to not wear one; face shields will be the next step of mitigation.
- Mask breaks will be provided.

- 2- **Health Screening** - A protocol has been established for health screenings for students, staff members, and visitors prior to entering the buildings.

- If the individual does not pass the screening, they will **not be allowed** to enter the school or vehicles owned by the school or in a vehicle operated by MC2 staff.

-Parents are asked to keep their child(ren) home whenever the student does not feel well or displays symptoms of COVID-19, or when it is known that the student has been in close contact with a known COVID-19 infected individual.

-On a daily basis, employees who are on-site will engage in a health screening which will be verified by the Team Leader and / or designee.

- Parents/guardians will be provided with a screening checklist and requested to screen their student each morning of on-site education before they are transported to school.
- Any student or staff member with any symptoms as per the screening list below should stay home and not come to the school building that day.
- If a student has tested positive for COVID-19, the campus Team Leader must be contacted by the parent. The student cannot return to school until they have met the CDC's criteria for return.
- MC2 will follow [NH COVID-19 Employer Travel, Screening and Exclusion Guide](#) (updated June 17, 2021).
- MC2 will follow the NH Department of Health and Human Services recommended protocols for someone who has been [exposed to COVID-19](#) or [tests positive for COVID-19](#).

### **Guidelines:**

#### Before coming to school/ entering building:

1. Per CDC guidelines, students and staff must stay home if they feel ill, display symptoms of COVID-19, or have been in direct contact with someone who has tested positive for COVID-19.
2. Students and staff will be required to complete a daily health screening prior to traveling to school.
3. Students will sanitize hands upon entering the school building.
4. Designated MC2 staff personnel, assigned by the campus Team Leader, will take the temperature of anyone desiring to enter the school campus. This includes students, staff, and community members.
  - If no fever, the individual may enter the building.
  - If a fever, the individual will not be allowed in the building.
5. Masks will be provided to any individual who desires to wear one when they enter the building if they do not have their own.

#### In school campus building:

1. The Team Leader will be designated to evaluate students who report concerns when not feeling well and/or who may display signs of illness (i.e. coughing).
  2. An area will be designated for students who show or communicate any symptoms of a COVID-19 infection. This area will keep students isolated and away from the rest of the school community while they are waiting for transportation home.
  3. All MC2 personnel will be vigilant and report to the Team Leader any students who demonstrate COVID-19 symptoms.
- 3- **COVID-19 Response Team.** The Team Leader will be the designated contact person for COVID-19 matters and supported by the Executive Director.

-     A COVID-19 positive student and/or staff will follow the latest CDC and/or [NH DHHS guidelines](#) for quarantine and safe return to school.

- **Guidelines:**

- The Team Leader and/or designee will communicate with families for the student’s dismissal from school.
  - Staff are asked to communicate with the Team Leader about students who appear to have symptoms of illness.
  - A symptom free room will be designated for other medical issues (rolled ankle, migraine, nose-bleed, etc.).
  - An isolation room (COVID-19 symptomatic) will be designated.
- 4- **Frequent Hand washing.** We will promote frequent hand washing and use of hand sanitizers, especially in instances where students share objects and equipment with others, after using the bathroom, upon returning to a classroom, and prior to eating.

**Guidelines:**

- Students will use classroom hands-free hand sanitizer stations upon arrival and dismissal from classrooms.
  - Students and staff will use 60% or greater alcohol-based products when washing hands is not possible.
- 5- **Physical distancing.** Physical distancing will be required as much and for as long as possible as suggested in updated guidelines. It is understood that keeping everyone distanced at all times will be challenging. Masks will be worn to limit the transmission of COVID-19, when mandated and appropriate.
- MC2 will also use larger rooms and the outdoors, when available/appropriate, to provide students and staff more options to maintain physical distancing.

- MC2 will not hold large gatherings such as campus-wide assemblies where safe distancing cannot be practiced, or other activities that prevent physical distancing, until it is deemed safe to do so by State and Federal guidelines.
- MC2 will display signs and floor tape that direct, educate, and remind individuals of healthy practices, physical distancing, and traffic patterns. Traffic patterns marked on the floor will limit individuals from passing others while maintaining physical distancing.

**Guidelines:**

- Classrooms
    - Seating arrangements will ensure adequate distancing between students as recommended by the latest guidance.
    - Recording where students sit/assigned seats in case MC2 needs to do detailed contact tracing.
    - Avoid large group gatherings.
  - Hallways
    - Traffic patterns will be created throughout the school to accommodate physical distancing (when necessary).
    - Divided with one-way travel on each side (when necessary).
    - Students and staff will travel with adequate distance (as recommended) between them (when necessary).
    - Marked with lines and signage on the floor to indicate direction of travel (when necessary).
  - Main Entrance
    - Marked with signage (masking, distancing, and hygiene directions) at entry points.
  - Dismissal
    - Pick up locations the same as arrival and drop off.
- 6- **Cleaning & Disinfecting Schedule.** Cleaning and disinfecting will occur once weekly, with a deep cleaning occurring once monthly. Surfaces, especially those that have frequent contact, will be cleaned often by teachers/advisors assigned to the space. The surfaces of desks/tables, door handles, and countertops will receive special attention and multiple cleanings throughout the day, and after students and adults have left the building(s) for the day. Sharing of objects will be discouraged, but, when necessary, objects will be disinfected between uses by the teachers. When objects are shared, hand washing or sanitizer use will be required.
- MC2 will provide the disinfecting supplies and hand sanitizers.

**Guidelines:**

- Classrooms: teachers and students will disinfect their personal space before dismissal from class.
- Building: frequent daily cleaning of high touch, shared surfaces.

- o School will be professionally cleaned weekly.
- o Bathrooms will receive frequently scheduled disinfecting cleanings.

- Classroom Resources

- o Students will limit sharing materials and supplies during class.
- o Materials and supplies that are used by multiple classes will be disinfected by the teacher between uses.

7- **Restricted access into the school building.** Although MC2 strives to be an open and inviting environment, visitation to our buildings may be restricted while concerns about COVID-19 persist, as appropriate.

- Only essential visitors (as determined by the Executive Director) will be allowed in the building.

- **Guidelines for Visitors:**

- No parent volunteers within the building unless approved by the Executive Director.
- Visitors will be restricted from coming into the building when appropriate.
- Meetings and conferences will be limited depending on the number of participants and the size of the space being used.
- When necessary, in-person parent meetings will be scheduled before and after school hours. Exceptions will be made when parent schedules necessitate accommodations.
- Visitors are required to wear a mask (if not vaccinated – proof of vaccination required) and participate in the health screening guidelines.
- School building(s) will not be used by outside groups until further notice.

8- **Transportation.** Guidelines to be followed when MC2 and staff/personnel are providing transportation to community learning opportunities are as follows:

**Guidelines:**

- Students and staff must wear masks when mandated.
- Windows open, weather permitting.
- Assigned seats with physical distancing consideration when using MC2 vans, with a maximum of 6 students and teachers in each van.
- Students and staff are expected to wash hands thoroughly before entering the vehicle.
- MC2 van and staff vehicle(s) will be disinfected prior and after use of transportation.

9- **Lunch time.** Students will maintain an appropriate physical distance during lunch while masks are off.

## Implementation of Alternative Learning Model (only If required to return to alternative models of instruction through emergency orders)

**Beginning July 26, 2021 all students will be required to attend school in-person.**

*In the event of any future emergency orders being issued by the State and a required return to alternative models of learning: Advisors and Team Leaders will work together with students and families to choose a mode of learning and develop a schedule of learning opportunities while assuring quality education and safety of the students and staff in the event a return to remote instruction and support is required as a result of any future emergency orders issued by the State.*

### **Guidelines:**

- Frequent communication with the student and family
- Consistent visits to the home during hybrid and remote learning (when necessary)
- Home visits will be held outside whenever possible (when necessary) .

**Student & Staff Well-Being.** Each student and staff person's experience related to this pandemic is unique. It is recognized that for some, the remote environment is a place to excel, and, for others, this is the most challenging time for learning or work. This experience highlights the need for a trauma informed approach, as chronic stress has the same impact as that of a singular trauma event. MC2 will work to prioritize physical and psychological safety of staff and students. Any concerns identified by families or staff should be communicated to the Executive Director. In order to facilitate a systematic integration of students and staff back into the campus, efforts will include building relationships, modeling of expectations and facilitating the necessary support systems.

### **Instruction**

- 1- Professional Development.** Professional Development is a top priority and MC2 will be offering increased professional development opportunities for staff to continue to improve the remote learning experience for the students.
  - Professional development will be prioritized around improving remote instruction, student well-being, safety practices, and technology tools. Professional development will model the expectations we have for research-based instructional practices. On-going support for teachers will be provided with a dedicated Digital Learning Specialist as needed.
  - Parent training will also be provided around remote teaching and learning modalities and the basics on how to support students with the available digital resources and new digital literacies.
- 2- In-Person Instruction and Assessment (when appropriate)**
  - In-person instruction and assessment may include: teacher-guided practice, direct instruction, small group instruction, and tests.

- Staff and students will work with each other to schedule additional time for extra help and other supports and services as needed.

### **3- Remote Instruction and Assessment (when required as a result of State Emergency Orders)**

- Remote instruction will include synchronous and asynchronous teaching using a variety of remote teaching and learning modalities, which will allow courses to maintain a consistent pace to help further curriculum.
- Students will demonstrate engagement by asking questions and participating in class discussions.
- MC2 will provide the necessary devices, supplies and support systems to continue education for remote instruction and for students staying home. We will provide student, teacher, and parent resources to promote best practices in remote instruction. Please refer to the Remote Instruction Handbook for further information.
- Staff and students will work with each other to schedule additional time for extra help and other supports and services as needed.

### **4- Students Who Cannot be in School**

- Accommodations will be made for students who are unable to attend school in person for documented medical reasons.

### **5- Teachers Who Cannot be in School**

- Accommodations will be made for teachers who are unable to attend school in person for documented medical reasons.

### **6- Special Services (Special Education) -Delivery of Services**

- Individual decisions for our students with the most complex needs will be determined in collaboration with families, the IEP team, and the Team Leader.
- Meetings will be held in person or remotely if required. Special education services will be provided in-person unless there is a documented medical reason or accommodation that requires services be provided remotely.

### **Parent/Guardian/Student Learning Choice**

MC2 respects parent and guardian choice in relation to schooling, especially during this very challenging time of the COVID-19 pandemic. Accordingly, any parent or guardian who is not comfortable sending his or her child to school on-site during an emergency order, if declared by the State of NH as it relates to the COVID-19 pandemic, can enroll the child in a fully remote learning program as established by MC2 in response to an emergency order. This applies to any family, whether the child has an underlying health condition, the child resides with someone with an underlying health condition, or the family has general concerns about health and safety or the use of personal protection equipment at school. As of 7/26/2021 students are required to attend in-person.

Education modalities recognize that one size does not fit all students' learning needs.

1. In School (100% of time) – learning will take place in the home, community, and other educational sites full-time for the student
2. Customized learning. This modality will be used specific to the unique learner's needs.
3. Hybrid Model – blended learning, which encompasses both in-person and distance learning opportunities. This may include community educational sites identified for continuous learning opportunities.
4. Remote learning (100% of time) – structured educational supports are provided virtually for the student.

### **Reopening Plan – History**

**Overview:** The MC2 COVID-19 Reopening Committee was established in July 2020 to provide recommendations to MC2 leadership to assist in guiding the development of the Reopening Plan by MC2 leadership. The recommendations for consideration were based upon the risks associated with the COVID-19 pandemic, as well as the updated recommendations from local, state, and federal agencies. The Reopening Committee was comprised of the following representation: Board of Trustees, MC2 leadership and personnel, students, and parents. The Committee met on 7/30/2020 and 9/17/2020.

**MC2 Reopening Committee**, in making recommendations for reopening the Monadnock campus, considered and adopted three models; 100% in-person, a hybrid model, and 100% remote. It is the intent for MC2 to provide high quality educational experiences for all students, offering parents and students a choice of these three options recognizing that the community favors in-school learning above other modalities. The highest priority is to assure the health and safety of staff, students, and the MC2 community as well as provide the highest quality education in each modality. The committee is supportive of keeping cohorts of students together as best as possible to contain any positive cases of COVID-19. Although three models of learning may be used in the event any future school closings are ordered, it is recommended that the majority of students will use the hybrid model, which will allow the school to maintain the learning required to cover course curriculum, prepare students for sequential courses, meet graduation requirements, and be provided alternative community and project learning opportunities if it is deemed safe to provide this model.

Students, parents, staff, the general public, and community stakeholders were invited to comment on the reopening plan, which was posted on our website, at our Site Council meeting on July 7, 2021. The Reopening Plan was updated on July 15, 2021 and revised according to input collected at the meeting and any changes in guidance provided by the CDC and the NH Dept. of Health and Human Services. The revised plan was presented to the MC2 Board of Trustees at their monthly meeting on July 19, 2021 for review. The finalized Reopening Plan will be posted on the MC2 website prior to the beginning of our 2021-2022 school year, which begins on July 26, 2021.



## Making Community Connections Charter School (MC2) COVID-19 Reopening Plan 2021-2022

**Components:** Healthy Classrooms - Following safe practices in classrooms • Healthy Buildings - Breathing clean air in the school building • Healthy Policies - Building a culture of health, safety, and shared responsibility • Healthy Schedules - Moving between rooms and locations safely • Healthy Community Engagement/Activities – Learning opportunities in the community

Component	Subcategory	Action
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Healthy Classrooms	Face coverings <ul style="list-style-type: none"> <li>● MC2 Vans &amp; Staff vehicles</li> <li>● Hallways</li> <li>● Classroom</li> </ul>	-Masks are required at all times when safe distancing (3 feet) is not possible. -Students who are not vaccinated are strongly encouraged to wear a mask at all times. -Students who cannot wear a mask will be required to wear face shields. -Mask breaks will be provided - designated safe location for removal of masks will be made.
	Hand hygiene	Students and staff are expected to : - use sanitizer stations located in classrooms before and after class. - wash hands frequently
	Physical distancing	Keep appropriate distance between individuals (3 feet) Traffic patterns and seating arrangements created throughout the school to accommodate physical distancing guidelines.
	Disinfecting objects/surfaces	-Shared supplies will be limited. -Materials, surfaces, and supplies used by multiple classes will be disinfected between classes by the teachers.
	Disinfecting rooms at the end of the day	Teachers/Advisors will apply disinfecting spray in each classroom, hallway, and bathroom.
	Air ventilation	Windows will remain open while school is in session to aid in fresh air exchange.
	Physical barriers	If deemed necessary, physical plexiglass barriers will be installed at the reception desk.
Healthy Building	No-contact water fountains	Water fountain spouts will not be in use. Students and staff will be directed to use water dispensers on-site to fill personal water bottles brought in from home.
	Surface cleaning	Frequent daily cleaning of high touch, shared surfaces (i.e. bathrooms, door knobs, handrails) by advisors. Professional cleaning once per week.
	Bathroom Hygiene	Measures taken in the bathroom to accommodate social distancing recommendations (one student allowed out to use the bathroom at a time).

<p>Healthy Policies &amp; Screening</p>	<p>Culture</p> <p>Education-</p>	<p>Ongoing training, education, and assessing of safe and healthy practices to be assumed by the Team Leader &amp; campus community. Posters / written signs will be located in all instructional spaces. <u>UNDERSTANDING COVID-19</u>  <ul style="list-style-type: none"> <li>•COVID-19 is spread by close person to person contact through respiratory droplets from speaking, coughing or sneezing.</li> <li>•Symptoms may appear 2 to 14 days after exposure to the virus that causes COVID-19. A person does not need to have symptoms to spread the virus.</li> <li>•COVID-19 can only be diagnosed with a laboratory test.</li> <li>•An antibody test can show if you were previously infected and if your body has created antibodies in an attempt to defend itself from COVID-19.</li> </ul> </p>
	<p>Designated COVID-19 Response Party for students, families &amp; community</p>	<p>Team Leader</p>
	<p>Health screening prior to entering school</p>	<ul style="list-style-type: none"> <li>- Designated MC2 staff personnel, assigned by the Team Leader, will take the temperature of anyone desiring to enter the school campus. This includes students, staff, and community members.</li> <li>- If no fever the individual may enter the building.</li> <li>- If a fever, the individual will not be allowed in the building.</li> </ul> <p>2. Students and staff, and/or any other community member desiring to enter the building, will be provided masks as needed.</p>
	<p>Health and well-being in school campus</p>	<ul style="list-style-type: none"> <li>-Team leader or designee will be designated to evaluate students who report concerns when not feeling well and/or who may display signs of illness (i.e. coughing).</li> <li>-The designated area for students who show or communicate any symptoms of a COVID-19 infection is the isolation room.</li> </ul> <p>This area will keep these students isolated and away from the rest of the school community.</p> <ul style="list-style-type: none"> <li>- All MC2 personnel will be vigilant and report to the Team Leader any students who demonstrate COVID-19 symptoms.</li> </ul>
	<p>Illness</p>	<p>Per CDC guidelines use of established protocol for health screenings for students, staff members, and visitors prior to entering the building(s). -If the individual does not pass the screening, they should not enter the vans/staff vehicles and/or school building.</p>

		<p>- Parents are asked to keep their child(ren) home whenever the student does not feel well or displays symptoms of COVID-19 or when it is known that the student has been in close contact with a known COVID-19 infected individual.</p> <p><u>COVID-19 Symptoms</u> may include :</p> <ul style="list-style-type: none"> <li>-congestion or running nose</li> <li>-cough</li> <li>-diarrhea</li> <li>-fatigue</li> <li>-fever/chills</li> <li>-headache</li> <li>-muscle or body aches</li> <li>-nausea or vomiting</li> <li>-new loss of taste or smell</li> <li>-shortness of breath or difficulty breathing</li> <li>-sore throat</li> </ul> <p>*In rare cases, the virus can lead to severe respiratory problems, kidney failure or death, so contact your doctor promptly if you have symptoms.</p>
	Remote learning (if required)	<p>Provide necessary supplies and support systems to continue education for students staying home in the event schools are ordered to return to remote instruction and support via an Emergency Order declared by the governor.</p> <ul style="list-style-type: none"> <li>-Provide student, teacher, and parent resources to promote best practices in remote instruction/learning.</li> <li>-Remote Learning Handbooks will be provided.</li> </ul>
	Campus schedules / capacity in classrooms (in the event a return to remote instruction and support is ordered)	<p>Campus will operate on a modified schedule based on CDC/NH DHHS recommendations.</p> <ul style="list-style-type: none"> <li>-Hold open house and student-parent teacher conferences remotely.</li> <li>-No parent volunteers within the building.</li> <li>-Whenever possible, hold meetings and conferences remotely.</li> <li>-School campus buildings will not be used by outside groups.</li> <li>-Capacity for number of students for each classroom will be determined based on CDC/ NH DHHS recommendations.</li> </ul>
	Transitions	<p>Arrival, dismissal, and class transition traffic will be modified in order to accommodate social distancing guidelines as needed.</p>
Healthy Community Engagement/ activities	Lunches	<p>Students will maintain appropriate physical distance during lunch.</p>
	Transportation provided by MC2	<p>Students and staff must wear masks when mandated.</p> <p>Windows open, weather permitting</p> <p>Assigned seats with physical distancing consideration when using MC2 vans, with a maximum of 6 students and teachers in each van.</p> <p>Students and staff are expected to wash hands thoroughly before entering the vehicle.</p> <p>MC2 van and staff vehicles will be disinfected prior and after use for transportation.</p>

	Attendance	Parents/Guardians to call in absence for both in-school and remote instruction.
	Community based learning opportunities	The school campus will follow risk reduction measures as identified above related to mask wearing & transportation.
	Free time	Students may have late arrival/early release privileges, and we encourage students to be dismissed for managed time, when appropriate.

\* This document is a fluid plan that may change as local, state, and national trends fluctuate. MC2 may adapt this plan as needed to fit the needs of the school campus community consistent with the most updated guidance from the United States Centers for Disease Control and Prevention and the New Hampshire Department of Health and Human Services.