

HCS Hybrid Model

“We shall walk together on this path of life, for all things are part of the universe and are connected with each other to form one whole unity.” —*To Educate the Human Potential*

Agenda

- Welcome and Acknowledgments
- Hybrid Model
- Health and Safety
- Arrival
- What will my child's classroom look like?
- Enrichment
- Dismissal
- Covid Response
- Next Steps
- Q & A

Acknowledgements

We would like to acknowledge everyone who has worked together to support our children during this extraordinary time. The endless hours of dedication given by Highland families and staff is recognized and appreciated. Although we may be physically apart, we continue to work toward our mission.

Our Mission

We are a community of diverse families and educators working together to offer quality Montessori education in a nurturing environment that enriches, empowers and inspires the whole child to reach their potential. We encourage and support parents to be responsible for and involved with their children's education.



Considerations

- The outline of this plan was developed over the summer of 2020 and approved by the Milwaukee Health Department in October.
- A majority of lead teachers have recommended keeping instruction virtual for the remainder of the year.
- A majority of families feel comfortable returning to in-person learning in a hybrid capacity.
- The health and safety criteria set by the HCS Parent Board has been met.
- A majority of staff feel comfortable returning to in-person learning in a hybrid capacity on April 19th.
- Families have the option to continue with Fulltime Distance Learning if they choose.
- Accommodations and alternative job duties have been provided for staff who will not be joining us for in-person learning.
- By continuing to keep programs closed, we continue providing our classrooms with additional support by program staff. This provides consistency for teachers and students.

Hybrid Model Basics

- Students will be divided into three concurrent groups—Full-time Distance, Hybrid A (in-person Mon/Tues), and Hybrid B (in-person Thurs/Fri).
- Students continue in their current class, with their current teacher, regardless of the model they selected.
- Teachers will instruct both groups of students simultaneously, whether the teacher is in school in person or teaching remotely. This may mean that some students in school will receive instruction from a teacher who is remote; these students will be monitored and assisted in person by classroom assistants.
- Both Full-Distance and Hybrid students will interact with each other and their teachers four days each week. Hybrid students will attend school in-person two days each week.
- Special Education services and Tier 3 interventions may be provided in person and/or virtually.

Hybrid Model Schedule

- The day will begin with a staggered start.
- K3 children will primarily attend 8:30-11:30
- All others will primarily attend 8:30-3:30
- Wednesday will remain as-is with Ms. Amy's art lessons, Mr. Barry's sing-a-longs and Mr. Mike's science lessons being delivered as they are now.
- Daily lesson schedules will be preserved. (slight adjustments may need to be made)
- Daily enrichment sessions will include unstructured outside time, social/emotional learning lessons, community building activities and Wednesday lesson extensions.

Hybrid Schedule

Children's House
(k3-k5)
Lower Elementary
(1-3)
Adolescent Program
(7-8)

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	Morning meeting	Morning meeting	Morning meeting	Morning meeting	Morning meeting
9:00	Morning work period		Virtual Wednesday Enrichment (Art, Music and Science)	Morning work period	
10:00					
11:00					
	Lunch (in-person for students attending all day)				
1:00	Enrichment—Group A (12:30-3:00)	Enrichment—Group A (12:30-3:00)		Enrichment—Group B (12:30-3:00)	Enrichment—Group B (12:30-3:00)
3:00	Read Aloud	Read Aloud	Read Aloud	Read Aloud	Read Aloud
3:30	Dismissal			Dismissal	

Upper Elementary
(4-6)

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	Morning meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting
9:00	Enrichment—Group A (9:00-11:30)	Enrichment—Group A (9:00-11:30)	Virtual Wednesday Enrichment (Art, Music and Science)	Enrichment—Group B (9:00-11:30)	Enrichment—Group B (9:00-11:30)
10:00					
11:00					
	Lunch (in-person for students attending all day)				
1:00	Afternoon work period			Afternoon work period	
3:00	Read Aloud	Read Aloud	Read Aloud	Read Aloud	Read Aloud
3:30	Dismissal			Dismissal	

Breakfast, Snack and Lunch

School breakfast will be delivered to the classroom and students will eat in the classroom as soon as they arrive in the morning

School lunch is available and teachers will order student lunches in the morning. The lunches will be delivered to the classroom. Students may also bring a cold lunch. Students will eat lunch in the classroom.

Snack:
Please provide a healthy snack for your child each day. Students will eat their snack in the classroom.

Health Protocols—School Wide

Daily symptom screenings will be done for staff and students before entering the building.

Drop off and pick-up will happen outdoors; visitors to the building will be limited.

Identified entries and exits will be used to create one way traffic flow where possible.

Meals, snacks, and beverages served at school must be individually packaged, wherever possible.

Breakfast and lunch will be eaten in the classroom.

Face coverings are required for everyone 3 years old and older.

Frequent reminders for students and staff will be given to stay at least 6 feet apart from one another.

Water fountains will be closed. Students will use individual water bottles.

High touch areas, such as doorknobs, railings, light and water fixtures, elevator buttons, counters, chair arms, phones, etc. will be sprayed using a non-toxic, EPA-approved disinfectant.

Windows will be open to allow for additional ventilation. Children should dress in layers.

Shared bathrooms will be limited to 2 occupants at a time.

HVAC Considerations

- Quarterly filter changes are done using MERV 10 filters that are doubled (recommended is MERV 7).
- Bi-annual preventative maintenance is done on entire system with inspections during the other 2 filter changes.
- Our HVAC system runs before school hours and does not shut off until well after school hours
- Each classroom will have 1-2 fans based on size of room.
- Bathrooms and kitchen have exhaust fans running continuously.
- Windows will be open to allow for additional air exchange.
- An ionizer has been installed to our HVAC system. 3rd party testing shows it kills Covid-19 in 30 minutes.

Health Protocols --- Classroom

Students and staff will be kept in small cohort groups whenever possible.

Mixing of cohort groups will be limited as much as possible.

Staff will monitor arrival, dismissal and class transition times.

Shared materials will be cleaned between use.

Staff will reinforce hand washing at key times such as arrival, before and after eating, after outdoor time, after coughing or sneezing and before dismissal.

Sinks are available in every classroom for handwashing and for filling water bottles.

Classrooms will be staffed with 2-3 adults.

Arrival

- Families should check their student's health before leaving for school.
- Upon arrival, school staff will conduct a health screening curbside at the drop-off location to confirm students may enter the building.
- Families should remain until their student finishes their health screening.
- Students who do not pass the health screening will not be allowed to enter the school and will need to return home.
- Students who do not have a mask will be provided one before they enter the school building.



What will my child's classroom look like?

- Individual workspaces spaced 6ft apart
- Individual school supplies for each child
- Limited Montessori materials





Enrichment

- This time will include time for both structured and unstructured activities.
- In an effort to maintain social distancing, enrichment time will be scheduled on a daily rotation between classrooms, playground zones and local park spaces.
- Classroom-familiar assistants and support staff will be responsible for supervising students during enrichment time.

Dismissal

- Students will be dismissed by class, at staggered times. Parents will be notified of their students' dismissal time.
- Students in each class will be escorted to the dismissal/pick-up area by assistants who will help students maintain physical distancing.
- Students will wait outside to be picked up, appropriately distanced.
- Families are asked to pick up their students from school in a timely manner.

Covid Response/Contact Tracing

- The *COVID-19 Response Protocol for Staff or Student Exposure & Return to Work* will be used to determine if/when staff and students need to adjust their learning/teaching format.
- Students who have COVID-like symptoms during the school day will be escorted to an isolation room to await pick-up by family or authorized adults.
- Students excluded for symptoms will require clearance from a medical provider to return.
- Students and teachers who need to quarantine will be able to continue learning and teaching virtually during their time at home.

Next Steps

- Teachers will be setting up classrooms on March 25th and 26th. (Due to previously scheduled events, Yifan and Alicia will be setting up March 22nd and 23rd). Classroom assistants and support staff will maintain normal schedules, but there will be no new lessons. Interventions and special education supports will happen as usual.
- All staff will be setting up classrooms on April 1st and 2nd. (Due to previously scheduled events, Yifan will be setting up April 1st and April 16th). These will be asynchronous learning days with no morning meeting, lessons, supports, interventions or special education services.
- Hybrid rosters will be finalized on March 25. No changes will be possible after that date.
- Supply lists will be sent March 26 in Notes Home.
- We will hold another Family Hybrid Informational Meeting on Wednesday, March 31st at 6 pm to go over the arrival and dismissal process, any other updates and to answer any other questions.

Any Questions?

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