

MYRON B. THOMPSON ACADEMY

Opening of School Year 2020-2021 Plan

As in-person schooling resumes in conjunction with written guidance from the Hawaii State Department of Health (DOH) and Department of Education (DOE), MBTA will cautiously and purposefully implement our health and safety procedures for reopening of school and resumption of in-person schooling. Key topics with MBTA's planned response and action follows:

- I. Access to School and Health Checks
 - a. MBTA has prepared a written procedure for health check screening for employees, students and campus visitors. (note: general announcement in the Principal's Message on website posted on Monday June 29, 2020) Specific procedures for staff and students will be sent via internal school communication by July 29, 2020.
 - b. Parents, public, vendors and other visitors must make an appointment with the administration at least 24 hours prior to the requested visit with a confirmed response by the administration. No walk-in visitors will be allowed.
 - c. Daily mail delivery will be made to the YWCA central lobby area and MBTA staff will retrieve all mail each afternoon from that site. FedEx and armored car delivery will proceed as usual. However, deliveries will be met by MBTA staff outside of room 220.
 - d. Students, staff, or school-approved external visitors who appear ill and test 100.4 or higher on the external no-touch thermometer in the main or elementary offices will be asked to leave campus. Students who are ill will be kept in a separate room designated by office staff until parents are contacted and come to pick up the child. The designated wait room will be sanitized regularly and especially after use.
 - e. School faculty, staff, or student who test positive for COVID-19 will be required to provide medical clearance from their physician prior to their return to work/school.
- II. Social and Physical Distancing
 - a. Each classroom, office and tech room will have adequate supplies to support healthy hygiene which includes hand sanitizer for staff and older students (with at least 60 percent alcohol), paper towels, tissues, and no-touch trash cans. Younger elementary students will have routine daily visits to the nearby restroom facilities where regular hand washing can occur. (2nd floor restrooms)
 - b. Free standing hand sanitizers will be placed in all offices and in certain designated teacher rooms and tech rooms.
 - c. All classrooms have minimized daily student enrollment (done through the hybrid delivery method) to no more than 10 students per classroom seated in a theater-style configuration with student chairs/desks three feet apart and/or six-plus feet separation in an oval configuration. (Oahu students - F2F; neighbor island -VC)

- d. Student bathroom breaks will occur before entering the classroom, midway through the morning instructional period with students collectively walking in a row three feet apart.
- e. Floor markings in the breezeways or common areas, appropriate external signage posted on office and classroom doors have been prepared.
- f. Secondary face to face labs and classes will have a designated start and finish times established. No student will be allowed to be on campus sooner than 15 minutes prior to the start of class and/or 15 minutes after the end of class without teacher approval.
- g. Elementary physical education elective classes will be suspended until further notice.
- h. All scheduled in person parent/guardian conferences will be held in larger office spaces in the main office for all Oahu students. Recommended rooms include secondary VP Office and Curriculum Director Office.

III. Personal Protective Equipment (PPE)

- a. All individuals (employees, students, and campus visitors) will be required to wear face coverings that cover the mouth and nose consistent with public health guidance.
 - i. All staff will be required to use face coverings
 - ii. All students will be required to use face coverings.
 - iii. Teachers will be allowed to use face shield, which enable younger students to see their teachers' faces and to avoid potential barriers to phonological instruction.
- b. The only exception to the face covering requirement will be for those students who are very young, have a medical condition or other considerations. Parents are asked to secure medical advice or consideration for such exception, if possible.
- c. Designated staff performing drop off and pick-up curbside duty will be provided personal face shields to be used during this duty.

IV. Cleaning and Disinfecting

- a. Teachers who chose not to clean or disinfect desks, tables, chairs after daily sessions, must inform their level administrator who will perform that duty or find a designated maintenance personnel who will complete the task.
- b. All MBTA offices, classrooms and tech spaces will be cleaned and disinfected routinely and frequently by the YWCA maintenance staff.
- c. Doors may be left open but windows, due to safety concerns) must remain closed. The YWCA ventilation system is routinely checked and maintained.
- d. No external use of MBTA space will be allowed by any external or MBTA affiliated organization.

V. Supports for Teachers and Continuity of Learning

- a. Given the blended educational environment and delivery of instruction at MBTA, no major changes to direct, virtual, asynchronous and synchronous instruction will be made.
 - b. Teachers requesting additional tech, curriculum or instructional support will be provided school-wide, division-specific, discipline-specific or grade level support by the administration, curriculum director, technology director and system support personnel (e.g. registrar, SSC, SPED, etc.)
 - c. The first day of work for teachers and staff will be July 29, 2020.
 - d. Middle school training will take place via zoom on August 5.
 - e. Instruction for secondary students will begin on August 4 and elementary students will begin on August 5, 2020.
- VI. Instructional Models for School Year 2020-2021
- a. The instruction model for SY 2020-2021 will be that of a blended learning (virtual & face to face) with modification due to current health and safety requirements.
 - b. Course content and skills development will be assessed and graded. (no option for “enrichment” opportunities as was available in SY 2019-20 quarter 4 will be allowed)
- VII. Safeguards and Assurances
- a. Proposed safeguards and assurances listed in the MOU regarding the following will be honored:
 - i. No BU positions will be eliminated because of a model change
 - ii. Teachers’ privacy, health and personnel records will be protected in compliance with HIPA.
 - iii. Teachers’ instructional practices will be periodically observed and monitored openly and with prior notification to teachers by the administration.
 - iv. No sharing of personal emails and phone numbers with students, parents or colleagues will be allowed.
 - v. Annual teacher evaluation schedules in the fall and spring will continue as usual.

The unprecedented challenges brought about by this pandemic has forced our school to entertain a new normal that will keep the MBTA school community safe and healthy without compromising teaching and learning. This document has been prepared to ensure continuity of education to meet the needs of the whole child at MBTA and to support students who depend on schools as a source of stability in uncertain times.