

**Jonathan D. Moody**  
Superintendent of Schools**Mark P. Hatch**  
Assistant Superintendent**David A. Leavitt**  
Support Services Manager

7-19-2020

Dear MSAD 54 Parents, Guardians, Students and Community,

Since remote learning ended in June, MSAD 54 administrators, teachers, and community stakeholders have worked to provide feedback that has informed the development of a draft outline of a plan to return to school in the fall. Although the Maine Department of Education (DOE) has indicated a final framework for opening schools will not be out until early August, our goal is to provide you with as much information as possible over the summer. As we have shared in our newsletter and in many conversations, our plan's focus is to safely get our students back to in-person instruction in September.

On July 16<sup>th</sup> the MSAD 54 School Board reviewed the first draft outline for a return to school. The plan was built on the following key principles:

1. **We believe safety is the utmost priority, safety for students, for staff, and for our community.** We have approached planning with our #1 priority being safety. The draft outline for return to school follows the safety guidelines provided by the [Maine Department of Education \(www.maine.gov/doe/framework\)](http://www.maine.gov/doe/framework) and [Maine Centers for Disease Control \(CDC\)](https://www.cdc.gov/), and is built using medical guidance like that provided by the American Academy of Pediatrics (APA, <https://bit.ly/2W883Pg>) as well as
2. **We believe it is important to have our students in school every day with priority given to students in the younger grades.** Both staff and parents indicated that having our students in school is essential to maximize their learning and ensure their social emotional well-being. After reviewing numerous recommendations for opening school in the fall, we believe that by using 3 feet social distancing guidelines we would be able to open school in the fall for in-person instruction K-12.
3. **We believe communication, coordination between buildings, and collaboration & feedback (staff, departments/areas, parents, students, community stakeholders, etc.) is essential for the development of a successful re-entry plan.** We understand that for us to return to school in the fall we need our students, staff, parents and community members to all be part of the planning process this summer. Our approach relies on committees and feedback (in person and via survey, etc.) to develop our final plan. We intend to have both virtual and in-person meetings to gather feedback and support for our return to school. We encourage anyone interested in learning more to reach out.

Attached to this letter is MSAD 54's draft outline for our return to in-person instruction in the fall. There are many aspects of this plan that will be revised and refined as we move closer to the start of school. I ask that you review the information and, if you haven't already done so, complete the parent survey (<https://bit.ly/54survey>) released in early July. We will continue to post updates on our district website at: <https://www.msad54.org/public> and plan to schedule future in-person meetings for parents later this summer. Feedback on our MSAD 54 plan can be given anytime by emailing [feedback@msad54.org](mailto:feedback@msad54.org) or contacting your building principal.

Thank you,



Jonathan Moody  
Superintendent of Schools

## Highlights / Outline of MSAD 54 Return to School *(from MSAD 54 Board meeting 7/16/20)*

### Overarching Principles

- 1) We believe safety is the utmost priority, safety for students, for staff, and for our community.
- 2) We believe it is important to have our students in school every day with priority given to those students in the younger grades.
- 3) We believe communication, coordination between buildings, and collaboration and feedback (staff, departments/areas, parents, students, community stakeholders, etc.) is essential for the development of a successful re-entry plan.

### Committee / Stakeholder Involvement

**Collaborative Planning Team (CPT)** - Includes all stakeholders from the groups below as well as board members.

**Administrative Team** - All building principals, district administrators, and department leads.

**Union Leadership** - District union leadership from both groups

**District Leadership Team** - Teachers and administrators with representation from each building and each area in the district (guidance, special education, careers, etc.)

**Professional Development Committee** - Numerous teaching staff, educational technicians, principals, and other stakeholders (behavior, guidance, etc.)

**Crisis Team** - Counselors, social workers, nurses, behavior specialists, administration, and SRO

**Emergency Operations Team** - Local/State Agencies, Community stakeholders, administrators, teachers, union leadership, counselors, social workers, behavior specialist, special education.

**Parent Advisory Group** - Parents from each building

**Remote Learning Team** - Teachers/Administrators from each building.

**Trauma Informed Advisory Committee** - Teachers, administrators, social workers, guidance counselors, behavior specialist, speech therapist, nurse, Local/State Agencies

### Feedback

- Feedback from the stakeholders broad representation above
- Connections from remote learning (Phone Calls Home, etc. March - June 2020)
- Technology Connectivity: staff conducted a survey of parents this spring and we will again connect with parents/students at the start of the year.
- Teacher Survey: Teachers were given a remote learning survey at the conclusion of the year and will be given another survey in late July specific to draft plans for re-entry in the fall.
- Parent Survey: Parents were given a comprehensive survey in early July and this feedback is critical to the design of what school will look like in the fall. The state also gave a parent survey which will be examined.

- Parent & Community Feedback: Parents and community members will be given additional opportunities to provide feedback on the opening of schools in the fall.(TBD)

#### General Building Safety Protocols

- Classroom spaces will be scheduled with 3-foot social distancing.
- Mask or face coverings will be worn by students in the building during passing times, and in classrooms whenever 6 feet social distancing can't be maintained. (note: We believe this may not be plausible for some of our youngest learners - Age TBD)
- Hand sanitizer stations will be installed in or at each classroom across the district as well as at every major entry point and strategic locations throughout our buildings.
- Advanced custodial hygiene practices will be used with a focus on high-touch surfaces and building use.
- Increased education, routines, and regular breaks for student/staff hygiene.
- Building entrance, offices, and nursing stations adjusted to meet recommendations.
- touchless/surfaces - where appropriate...
- Public not allowed in buildings... (wording) - IEP's via Zoom unless pre-determined.
- Room Furnishings - limiting carpeted surfaces and furnishings that are not easily disinfected.

#### Additional Adjustments to maximize social distancing and limit exposure between staff and students.

- Hallway and building markings and signage
- Consistent Traffic Patterns in buildings established
- Lunch & Recess (appropriate grades) adjusted to maximize social distancing and limit exposure between groups.
- Scheduling/movement will be adjusted in buildings to maximize social distancing and limit exposure between students and staff.

#### Educational Expectations

- Guidance will be provided on distance learning expectations (committee)
  - Grading & Reporting
  - Assessment
  - Attendance
- Policies and practices will be reviewed by staff and the School Board
- All staff will utilize a 2-way educational platform (Google Classroom, or Schoology) to allow for a smooth transition to remote learning should that be necessary.
- 1:1 Laptop Assignment K-12, Laptops housed in classrooms K-6, with students 7-12.

#### Transportation

- Installation of safety barriers in busses and vans.
- Revision of Bus Routes to limit transitions / the social interaction between students

- All students would wear a face covering on the bus, and a limit of two students / seat likely with assigned seats.
- Increased sanitization practices on the bus including hand sanitizers on the entrance of every bus.
- Safety protocols put in place to limit social interaction between students.
- Z-Pass Tracking Technology utilized to track ridership and maximize our ability to track exposure in the event of an identified case.
- Advanced cleaning protocols put in place