

# SCHOOL REOPENING Key Plan Details

**THE BROOKFIELD PUBLIC SCHOOLS**

**Board of Education Special Meeting  
July 22, 2020**

***Brookfield Administrative Reopening Team***

# ADAPT, ADVANCE, ACHIEVE THE CSDE & GOVERNOR'S PLAN

Released on June 29, 2020

<https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>

- The state plan was released directing all school districts to:
  1. Reopen school this fall for all students, 5 days per week.
  2. Develop a Hybrid Model for 50% of the students in the schools at a time
  3. Prepare for Full Remote Learning

# STUDENT & ADULT EXPECTATIONS

- Stay home if you feel sick
- Morning self/family wellness check required
- Face coverings or masks (nose & mouth) required
- Social distancing required
- Frequent hand washing/sanitizing required
- Students may not change buses

# MAIN OPERATIONAL CONSIDERATIONS

## Cohorting:

Emphasize grouping students by the same class/group and teacher, creating a cohort, so each team functions independently as much as possible. Consider this methodology by grade levels. Placing students in cohorts is strongly encouraged for grades K-8, and encouraged where feasible for grades 9-12.

## Transportation:

Local Educational Agencies (LEAs) should plan for buses to operate close to capacity with heightened health and safety protocols, including ***requiring all students and operators wear face coverings***. Plans must be developed to activate increased social distancing protocols, when necessary, based upon community spread.

## Social Distancing and Facilities:

Review building space and reconfigure available space, such as gymnasiums and auditoriums, to create classroom space. The intention is to maximize social distancing, consistent with public health guidelines. (Physical distancing measures: 3 - 6 feet with masks to the greater extent possible)

## Face Coverings:

***All staff and students will be expected to wear a protective face covering or face mask that completely covers the nose and mouth*** when inside the school building, except for certain exceptions. Examples of exceptions include certain times when teachers are providing instruction and must remove their mask and for documented medical reasons.

# MASKS/FACE COVERINGS

- Students - Family provides masks  
(District will have extra masks just in case...)
- Staff – District provides masks  
(1 to wear, 1 to wash, 1 just in case/ the District will have extra masks in case a staff member forgets...)

# RESPONSE PLANNING

## **A confirmed case in the school building:**

**Assess risk with local health officials.**

**Plan for short (2-5 days) or longer (10 days) closure to clean, disinfect, and contact trace in consultation with the Brookfield Health Department.**

**Communication with families and staff**

# CLEANING

Sanitizer & Dispensers	Purchased with more ordered
Hygiene Opportunities	Hand washing protocols
Cleaning Supplies	Purchased (CDC Approved)
Custodial Training	Hillyard Consulting Services
Additional Custodial Staffing	6 positions needed
Cleaning Schedule	Cleaning logs
High Touch Areas	Sinks, door handles, etc.
Bathrooms	Disinfect 2x per day
Ventilation	Filters replaced & units cleaned this summer (on going maintenance)

# HEALTH

Personal Protective  
Equipment

Purchased

Isolation Room

Identified at each school

Training of Faculty &  
Staff

Ongoing Planning and adjustment  
to school calendar

Communication with  
Families

Initiating Q&A Sessions next week

Wellness Checks

Protocols within the plan  
temperature (less than 100 degrees  
Fahrenheit)



# CLASSROOMS

- Social Distancing (3-6 Feet w/ Mask)
- Individual Student Space at table or desk
- Teacher needs 6 foot distancing space
- Remove excess furniture and place in storage
- Need to Purchase 542 Desks, K-12
- Need to Purchase Student Desk/Table Shields
- Need to Purchase Teacher Desk Shields
- Technology planning for remote learning

# Center School Sample Classroom



Brookfield Public Schools 2020 Reopening Plan

## Huckleberry Hill Sample Classroom



Brookfield Public Schools 2020 Reopening Plan

Whisconier Middle School Sample Classroom- 5th Grade Class 22 desks



Brookfield Public Schools 2020 Reopening Plan

## Brookfield High School Sample Classroom



Brookfield Public Schools 2020 Reopening Plan

## Brookfield High School Sample Science Lab



Brookfield Public Schools 2020 Reopening Plan

## Brookfield High School Sample Large Math Room



Brookfield Public Schools 2020 Reopening Plan

# TRANSPORTATION

- Bus Stops remain the same
- Buses will be filled to capacity
- Cleaning of buses:
  - Driver will disinfect high touch areas after each bus run.  
The bus will be disinfectant sprayed from back to front at the end of each day.
- Seating arrangements will be adjusted on buses to prevent students from passing one another while loading/unloading as much as possible.
- First students to load on the bus sits in back, filling seats toward the front of bus
- Students in front unload first
- Loading process at school based on bus route to promote limited passing in aisles
- Students will be expected to ride the same bus to school in the morning and the same bus to home in the afternoon every day, wherever possible.



# LUNCH

## **Bagged Lunch – Delivered / Grab & Go**

- K – 8 Eat in In Classrooms or Café as Appropriate
  - Use of Desk Shields in classrooms
  - Additional 19 Monitors need to be hired
- 9 -12
  - Cafe and Various Supervised Areas

# IN PERSON LEARNING

- First weeks of school unit will be developed across grade levels with focus on:
  - Social-Emotional well-being
  - Community buildingDevelopmentally appropriate to grade-level and content area.
- Teachers will review curriculum taught spring 2020 to identify priority standards for review.
- Teachers/departments will review standard bundles to:
  - Further prioritize standards
  - Adjust scope and sequence of instruction/timelines
- Special subjects provided in cluster rotation schedule

# IN PERSON LEARNING

- Digital resources will be used to support/complement learning
  - ex: NewsELA (ELA, Math, Science, SS, SEL), ST Math
- Assessment calendar revision will be adjusted. BOY assessments will be moved beyond initial weeks of school to allow for:
  - Creation of community
  - Learning classroom routines
  - Ensuring well being of students and staff
  - Development of classroom charters
  - Training for health and safety
  - Technology training
    - Efficient/effective use of break-out rooms for small group instruction
    - Inclusion of students working parallel from home

# IN PERSON LEARNING

- Kindergarten: ½ day for first 4 weeks to support acclimation to school, student: teacher relationship building, and collecting student data
- EL Students: Continued support with EL tutor and ESL teacher
  - SIOP strategies
  - Rosetta Stone Support
  - Alignment with CELP Standards
- Special Education Students
  - Implementation of IEPs
  - PPTs
  - Compliance with IDEA

# IN PERSON LEARNING

## Brookfield High School

- Enrollment increase of 25 net students this summer
- Rooms mapped
  - Decrease in # students permissible in many rooms due to SD requirements
    - Decrease in class size and course participants
    - Decrease in fulfillment of course requests- particularly in Social Studies
    - Decrease in elective availability
- Lunch
  - Desk set-up for SD
  - Cafeteria usage for lunch
  - Cafeteria usage for instruction & study halls

# IN PERSON/PARALLEL REMOTE LEARNING

- REMOTE LEARNING PARALLEL TRACK – Some students learn at home due to medical concern, illness, quarantine, parent choice, or other reasons and participate in instruction provided to students in attendance at school.

**Remote Learning Parallel Track** students will learn at home, by participating with their in school classmates via technology (Zoom, Google Classroom, etc.) and with parent/adult support in place. This learning opportunity will be synchronous with the in-school instruction. This track aids in a return to school at the appropriate point after illness, quarantine, or when families decide to re-enter.

# HYBRID MODEL

- REDUCED SCHOOL POPULATIONS
  - As a result of surge in COVID 19, in school population is reduced to 50%.
  - Alternating cohorts attend two days per week.
  - Regional district consensus

Model	Monday	Tuesday	Wednesday	Thursday	Friday
<b>In-person Model by Cohort (Hybrid)</b>	Cohort A (In Person)	Cohort A (In Person)	All on Remote Learning	Cohort A (Remote)	Cohort A (Remote)
	Cohort B (Remote)	Cohort B (Remote)		Cohort B (In Person)	Cohort B (In Person)

# REMOTE LEARNING

## Short Term Closure (2-5 days, 2 wks, etc.) or Long Term Closure

- Students engage in Remote Learning
  - Remote Learning is a synchronous instructional experience similar to the at-home component of the hybrid model of instruction.
  - Developmentally appropriate synchronous schedules for the Remote Learning student day will be provided.

Monday	Tuesday	Wednesday	Thursday	Friday
Remote Learning 100% of Students	Remote Learning 100% of Students	Remote Learning 100% of Students	Remote Learning 100% of Students	Potential partial day of Remote Learning to allow for teacher planning, collaboration and professional learning



# COHERENCE OF COMMUNICATION

- Clear & Consistent
- Regular School and District Communications
- Communication between Town and District
- Email Questions to:  
[askcovid19bps@brookfieldps.org](mailto:askcovid19bps@brookfieldps.org)
- District Webpage, Facebook, School Messages
- Parent Engagement - Q & A Sessions

# COMMUNICATION (CONTINUED)

## Public Expectations:

### Information Changes Rapidly –

We will provide you with the most up to date information which may change within hours.

### Transparency –

We will balance the provision of accurate information with protecting individual confidentiality.

# BUDGET - STAFFING

Personnel	Qty	Hourly Rate	# of Hrs/Day	# of Days	Total
Isolation Room Monitors	4	12.00	6.75	177	57,348.00
Lunch Monitors	17	12.00	3.50	177	126,378.00
Lunch Monitors	2	12.00	2.00	177	8,496.00
Custodians/Service	6.1	32.00	8.00	177	276,403.20
Total Personnel					468,625.20

# BUDGET - FURNITURE

Furniture	Qty	Unit Cost	Total
Desks - High School	252	60.95	15,359.40
Desks - Elementary	290	89.60	25,984.00
Desk shields (student)	1792	80.00	143,360.00
Shields (teacher)	196	50.00	9,800.00
Desk shields (office)	77	120.00	9,240.00
Partitions	21	150.00	3,150.00
Total Furniture			206,893.40

# BUDGET - PPE

PPE	Qty	Cost	Total
Gloves (students)	103480	0.20	20,696.00
Gloves (staff)	20400	0.20	4,080.00
Total PPE			24,776.00

# BUDGET - OTHER EQUIPMENT

Other Equipment	Qty	Unit Cost	Total
UV Sanitizer	14	100.00	1,400.00
Webcams for desktops	60	50.00	3,000.00
Specials supply kits (CES)	370	10.00	3,700.00
Carts for specials Teachers and lunch delivery	28	225.00	6,300.00
Individual whiteboards (packs of 30)	77	61.09	4,703.93
Pointers	76	6.00	456.00
Storage containers (1 time)	4	308.00	1,232.00
Storage containers (rent for 12 months)	4	1,857.04	7,428.16
Total Other Equipment			28,220.09

# TOTAL REOPENING COSTS

<b>Total estimated new reopening costs</b>	<b>728,514.69</b>
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Optional Equipment	Qty	Unit Cost	Total
Cameras with audio solution	160	2,500.00	400,000.00
Web cameras for classrooms	196	100.00	19,600.00

# NEXT STEPS....

- BOE approval of the reopening plan at a special meeting on July 22<sup>nd</sup>
- Make any final revisions/edits to the BOE approved reopening plan
- Submission of reopening plan to CSDE on July 24<sup>th</sup>
- Disseminate the reopening plan to the faculty, staff, parents and community
- Hold public Q & A Sessions beginning next week
- Secure funding for staffing, desks, desk shields, technology, other
- Adjust plan based upon updated survey data and/or recommended guidance/directives from local Health Department, the CSDE and/or Governor



# NEXT STEPS (continued)

- District continued collaboration and support of each school team to implement & develop local practices and monitor the plan.
  - Facilities
  - Protocols
  - Training
- Communication
  - Parent Engagement Q&A Sessions

Thank You!