

SUMMIT ACADEMY  
COVID 19 PRELIMINARY  
SCHOOL/DISTRICT PLAN  
FALL 2020  
JULY 31, 2020

Summit Academy is an Approved Chapter 766 School in Worcester, MA. Our student population is comprised of thirty students who have a diagnosis of high functioning Autism and related disabilities. Summit Academy closed on March 16, 2020 due to the COVID-19 virus, as did schools around the state due to Governor Baker's state of emergency order. During this time of closure, Summit Academy provided remote learning opportunities to our students which included academic instruction, therapeutic interventions and services provided by our related service providers and art and martial arts provided by the respective instructors. The students participated with their teachers online for 3 to 4 hours per day, including synchronous instruction and office hours.

We are now responding to the Governor's plan to reopen schools for the Fall, 2020 term. On June 25, 2020, the Initial Guidance for Fall, 2020 Reopening was issued by the DESE for reopening schools. This Guidance required schools to develop protocols for three types of learning models: In building, Hybrid, and Remote Learning. Summit Academy conducted a Feasibility Study to determine what model would be in the best interests of our students, families, and sending districts.

### **SUMMIT ACADEMY GOALS FOR REOPENING OF OUR SCHOOL**

1. To provide a safe and healthy school building for students and staff to engage in a safe transition back to school physically and mentally.
2. To ensure that the staff and students maintain healthy and safe practices by providing training and opportunities for supporting physical and emotional wellness throughout the educational experience.
3. After assessing all students, determine the academic needs of students and provide interventions as needed.
4. Utilizing technology and Universal Design for Learning, provide students who will continue to be remote learners with a comprehensive learning experience.

### **Key Findings from FEASIBILITY STUDY:**

Summit Academy conducted two surveys one for parents and one for staff. The parent survey was returned by 26 out of 30 parents. The teacher survey was not as successful and only returned by 8 out of 14 staff members.

- a. Parent Survey:
  - i. 48% of parents opted for an in building educational experience
  - ii. 36% of parents opted for an online only educational experience
  - iii. 20% of parents opted for a hybrid educational experience (in building and online)
  - iv. 13% did not respond to the survey
- b. Faculty/Staff Survey
  - i. The teacher survey indicated 5 staff members preferred to work online instead of returning to the building. Some staff members (in the comments) indicated that they would return to the building if modifications were made such as plexiglass partitions made at the front desk. Those modifications have been completed.
- c. Review of Student Records
  - i. After review of student records, students are placed in different cohorts with a maximum cohort of no more than seven students.

- d. Enrollment:
  - i. Elementary School class:
    - 1. 2 students ( 1 in building/1 online)
  - ii. Middle School class:
    - 1. 6 students (6 students in building)
  - iii. High School:
    - 1. 21 students (11 in building/8 online)
  - iv. No response: 3
  - v. At this time there will be 19 students in the building and 10 online; three families did not respond and need to be followed up with.
- e. Staffing:
  - i. Elementary School class has one teacher in building
  - ii. Middle School class has one teacher in building possibly two teachers. If ( + one to one aide)
  - iii. High School has 4 teachers in building ( need at least one aide)
- f. Health and Safety:
  - i. Summit Academy has appointed a COVID-19 Representative
  - ii. The classrooms have been prepared for no more than 7 students per room with a teacher and an aide
  - iii. Supplies/PPE were ordered by the COVID-19 Representative
  - iv. Established isolation room for COVID positive individuals
  - v. Established new COVID protocols for students and staff
- g. Building:
  - i. New FDA certified RxAir Air Purification Systems installed in every classroom and school office
  - ii. Travel routes in the building are identified
  - iii. Travel routes are marked
  - iv. Signage is posted around the building
  - v. No visitors are allowed in the building including delivery people, have drop areas.
  - vi. Needed furniture is moved to student areas
  - vii. Bus drop off points established
  - viii. Mask free zones identified
  - ix. HVAC system inspected
  - x. Deep cleaning occurring 2x per week
  - xi. Bathroom and classroom cleaning occurs multiple times during the school day
  - xii. Plexiglass in office areas.

## **Part II: Summary of Three Reopening Learning Models**

### **In Building Model**

The In Building Model will meet five days per week for regular school hours from 8 am until 2:40 pm. The school year will be 198 days. Students will be divided into three levels: Elementary, Middle and High School. The levels are then divided into cohorts of students who will be assigned to classrooms. A teacher and an aide will be assigned to each room. These cohorts will remain together for the entire school day. The classrooms will have no more than 7 students, 1 or 2 teachers and an aide, depending on how many students in each class to comply with 12:2:1 ( 4:1 ratio ). Students will sit six

feet apart and will face toward the instruction. The students and staff will have mask breaks throughout the day and will have separate designated places to take these breaks. The students will bring paper sack lunches to school and will eat in the classroom. Disinfecting of all surfaces will occur after every activity. Bathrooms will be disinfected after each use. Each cohort of students will have a designated and marked space for recess. Specials teachers will move from cohort to cohort. At the High School Level, students will not move, teachers will move from cohort to cohort. The High School will be on an A/B block schedule that rotates every week. ES and MS students will remain in their classrooms and related service providers will come to them. Each classroom will be equipped with a RxAir Air Purification System which will purify and ventilate the air.

### **Hybrid Model**

Our Hybrid Model is different from the one described by the Department of Elementary and Secondary Education. Summit Academy currently has 11 students who will be learning remotely at the opening of our school year. Students will all have their own Chromebooks that are issued either by their sending school districts or by Summit Academy's IT department. We decided that we would incorporate these students into our regular in building classrooms by bringing them in by using Google Classroom and Google Meet and computers, SmartBoards and projectors to include them as part of the cohorts in the building. There will be one student in the Elementary classroom and 10 students spread among the high school classrooms. We used this model in our Summer Program and it was successful. We will be using project based learning and Universal Design for Learning to help students engage with their peers in the learning experience. Assessment can also be done online through Google classroom. Students who are online will have Individual Remote Learning Plans that will be sent to their home districts and to their parents.

### **Remote Learning Plan**

Our Remote Learning Plan will be converted from the Hybrid Model into a full online version of curriculum delivery. Using Google Classroom, teachers will meet with their students daily at the same times they would have met their classes in the school building, except they will be online. Students will all have their own Chromebooks that are issued either by their sending school districts or by Summit Academy's IT department. Students already have Summit Academy emails and can email each other and their teachers through this email. Teachers will be able to monitor work and give extra help through Google Classroom or Google Meet. Parents are being trained in the remote access and the use of Google Classroom. Related service providers can provide services including counseling using individual Google Meets with the school counselor. Group sessions can also meet through Google Classroom. Each student's school district and parent is provided with an Individual Remote Learning Plan for each quarter that outlines student learning goals and method of delivery.

### **SUPPORTING HIGH NEEDS STUDENTS**

Summit Academy is an Approved Chapter 766 Special Education School for students with High Functioning Autism. The mission of our school is to support our students behavioral and social emotional needs as well as their academic needs. Supporting student's social emotional needs online is a very challenging task. Every student in our school is considered a high needs student in the social

emotional/behavioral category. We believe it is extremely important to maintain and encourage relationships with their peers whether in person in the school building or online from home. We have built our hybrid learning plan around the premise that the students can interact with each other to practice and learn social norms and build social skills doing project based learning activities that can be done together in small cohorts with staff guidance and parent input at home or in school. We encourage the use of Google Meet, email and other forms of student interaction during the school day and outside of school. We arrange social gatherings in Zoom Movie Nights or Kahoot games during activity periods.

Parent input has been very important to our models in that we developed our models based on the feedback we received from parent input. We had a parent on our re entry committee. We will have a Parent Training night before the first day of school. We sent out a parent survey prior to developing our reentry plan.