

**John Bapst Memorial High School**  
**Hybrid Reopening Plan**  
**August 20, 2020**

**Welcome to the New School Year**

Students, parents, and other caregivers, we are very pleased that you are joining us. Since John Bapst transitioned from in-person teaching to online teaching in mid-March, we have been looking forward to a reopening – even to a “hybrid” reopening, as is the case now. We’re convinced that the more we take responsibility for one another’s education and welfare, the sooner we can drop the “hybrid” and get back to school the way we are used to enjoying it.

During the Covid-19 pandemic, a safe reopening requires awareness of and adherence to clear protocols. One purpose of this plan is to signal through new rules and procedures how seriously John Bapst takes the health and safety of its teachers, staff, students, and families.

Because the task of reopening is complex and the challenges at times overwhelming, our determination is always to proceed from common goals and values as we move toward a successful reopening. We know that medical understanding of the Covid-19 virus and its offshoots is evolving. More importantly, we know that the staff and families of John Bapst give us our strength as a community and give our diverse students a place to belong. We believe in the importance of the student-teacher connection and in the integrity of academic learning. Moreover, the school’s outstanding academic program is balanced by arts, athletic, and extracurricular programs that round out student growth.

**Required Parent/Guardian Informed Consent**

John Bapst requires that a signed **Parent/Guardian Informed Consent form** be on file for each enrolled student. This is not a waiver of liability on the part of the school; rather it sets forth clearly that (a) the school is making a reasonable effort to provide a safe environment, and (b) cannot in the midst of a worldwide pandemic guarantee the absence or elimination of Covid-19 on its campus or among its students, employees, and their families. Please fill out the acknowledgment form (included at that end of this document; it is also available on the website) and send it with your student on the first day of school. These may be turned in to the first-period teacher.

## **Health and Safety First**

John Bapst's whole-student philosophy of education makes clear that physical health and safety comes first. Our teachers in particular have emphasized in our reopening discussions the paramount importance of safe entrances, classrooms, hallways, eating areas, and other spaces. Their voices have been instrumental, and what follows prioritizes teacher and student well-being.

From observing business and school reopenings in the US and around the world, we have come to realize that some employees and some school families are likely to feel that the risks involved in returning to school – whether because of a personal or family health issue or a wider concern about Covid-19 and its transmission – outweigh the benefits of returning to school. We have encouraged teachers to return to in-person teaching in classrooms, while at the same time offering them the choice to teach from home on the school's distance learning platform.

Similarly, as long as their children are not at risk because of an underlying condition and are prepared to follow all of the health protocols we have developed, we encourage parents to allow their high school student(s) to return to campus. For parents who choose to keep their children at home, John Bapst will be offering access to classes online. In the case of both teachers and students, the initial decision will not be binding or permanent. Seeing how quickly the situation can change, the school is prepared to be quite flexible.

## **Resources and Criteria for Reopening**

Over the past several months John Bapst has been using helpful materials and commonly accepted criteria from the US Centers for Disease Control, the Maine CDC, the Maine Association of School Nurses, the Maine Principals' Association, the Maine Department of Education, the Academy of American Pediatrics, the Independent Schools Association of Northern New England, the National Association of Independent Schools, the Association of Boarding Schools, and other states' guidance and other schools' reopening plans, and even information from countries where the return to the classroom happened this spring. Especially helpful has been the relationship we established with Northern Light Healthcare System's Work Health group. Their doctors and other professionals have consulted with us numerous times, walking the campus and offering advice and perspective on many areas of school life.

In August 2020 the Maine Department of Education provided two important documents that guide much of our thinking:

**“PK-12 and Adult Education Public Health Guidance”**

<https://mainedoenews.net/wp-content/uploads/2020/08/School-Guidance-8-12-20-Final-8-am.pdf>

**“Returning to School During the Covid-19 Pandemic: Information for the School Community”** <https://www.maineaap.org/providers/topic-resources/back-to-school-resources>

## State Guidance for Student/Staff Health and Safety

In July the Maine Department of Education published “**6 Requirements for Safely Opening Schools in the Fall**” as part of its *Framework for Returning to Classroom Instruction*, which includes considerations relating to physical health and safety; mental and emotional health; academics and distance learning; and health services, food services, and transportation.

Requirements include:

### 1. Symptom Screening

**Symptom Screening** at Home Before Coming to School (for All Staff and Students) - “Students (parents/caregivers and staff members) must conduct self-checks for symptoms prior to boarding buses or entering school buildings each day.”

- All students and staff will be required to do a daily symptom check at home. A paper form will be used to collect this information for the first few days of school (included at the end of this document and also available on the website). The school is exploring an online version to use. For the start of school, a student will need to bring a signed symptom check form every day. Those forms will be collected on entry to the building. Students who do not have a form will be redirected to a waiting area for next steps (including a call to a parent). Students and staff members who are symptomatic must remain at home and inform the school via the absence line. Symptom checks for boarding students will be done by John Bapst staff.
- A student or employee who has *any* symptoms consistent with possible Covid-19 must stay at home *unless* it is clear that the symptom is related to an allergy or other known condition. Anyone who is symptomatic should seek a medical opinion right away. **For further details see pages 7-8, “Public Health Considerations, Recommendations and Strategies – At-Home Symptom Screening.”**

### 2. Physical Distancing

Following state guidance, “Adults must maintain 6 feet of distance from others to the extent possible. Maintaining 3 feet of distance is acceptable between and among students when combined with the other measures outlined in this list of safety requirements. 6 feet of physical distancing is required for students while eating ... Groups in any one area, room, or classroom must not exceed the Governor’s gathering size limits [50].” **For further details, see pages 6-7, “Public Health Considerations, Recommendations and Strategies--Physical Distancing.”**

- Students may **not congregate** on the sidewalks around the school; they must maintain physical distance upon arrival and departure.
- There will be no open gym before and after school.

- Students should leave the school as soon as possible after classes end.
- Reduction in the number of student desks per classroom (maximum 16-17).
- Students in grades 9 & 10 will enter via the north foyer door and proceed to a classroom to await the start of classes. Students in grades 11 & 12 will enter via the south foyer door and proceed to a classroom to await the start of classes.
- Students may not exceed the posted capacity of a classroom or other space within the school and are expected to remain socially distanced within those rooms. The Maine Department of Education requirement for social distancing is 3 to 6 feet between students and 6 feet between students and adults and between adults and adults. Classrooms will be equipped with exhaust fans and doors and/or transoms will be open to move air through classrooms and then outside. Students may not gather in the auditorium, gym, library, or other public space in the school such as the foyer.
- Hallways and stairwells are one-directional. Directions will be clearly marked. Students should stay at least 3 feet behind the next person while walking in the halls.
- Quarantine, testing, and other procedures for boarding students are being established according to published guidelines. International students may be able to arrive with a negative test or be tested upon arrival. Quarantine requirements vary by state and country.
- Students will not be assigned lockers for this year.
- Textbooks should stay home (many will be available online).
- PE teachers will limit access to locker rooms for limited number of students at a time.
- PE instruction will prioritize outside activities and keep students masked (unless they are 14 feet apart).
- All vocal and instrumental music rehearsal will happen at home.

### 3. Masks/Face Coverings

“Adults, including educators and staff, are required to wear a mask/face covering. Students age five and above are required to wear a mask/face covering that covers their nose and mouth....Masks/face coverings must be worn by all students on the bus [or in any other school-provided or privately provided transportation]. Face shields may be an alternative for those students with **documented** medical or behavioral challenges who are unable to wear masks/face coverings. The same applies to staff with medical or other health reasons for being unable to wear face coverings. A form will be provided for those who need to document a need for a face shield. Face shields worn in place of a face covering must extend below the chin and back to the

ears.” **For further details, see pages 5-6, “Public Health Considerations, Recommendations and Strategies--Masks/Face Coverings.”**

- **Masks must be worn everywhere on campus, including between private cars and the entrances to the school and between school buses and the entrances.** We do not want to create a situation in which, after all of the preparations we have made, students ignore the important safeguards in place and force John Bapst to return to all-online teaching and learning.
- Note that masks must be provided by families. There is a back-up supply available at school if necessary.

#### **4. Hand Hygiene and Other Infection Control Protocols**

“All students and staff in a school must receive training in proper hand hygiene. All students and staff must wash hands or use sanitizing gel upon entering the school, before and after eating, before and after donning or removing a face mask, after using the restroom, before and after use of ... shared equipment, and upon entering and exiting a school bus.” **For further details, see pages 8-9, “Public Health Considerations, Recommendations and Strategies--Hand Hygiene.”**

- Adequate fresh-air ventilation is important, and so exhaust fans have been installed in all classrooms and many other rooms throughout the school.
- The school has installed touchless hand sanitizer dispensers and touchless paper towel dispensers around the school.
- Students and staff will be instructed in hand hygiene at the beginning of the year.
- While classes are in session railings and other high-touch areas will be disinfected by staff, and bathrooms will be cleaned and disinfected regularly.
- There will be no microwaves available for public use.
- Each classroom is supplied with pull-out towelettes in a disinfecting solution for desk-cleaning between classes. Teachers will sanitize desks between classes.
- Passing time between classes has been increased to 10 minutes to accommodate this the sanitization of classroom desks and accommodate social distancing in hallways.
- Signage to encourage proper hand hygiene will be used throughout the school.

- Except during lunch, there will be no open containers of food and beverages in classrooms.
- Drinking fountains are shut off, but the bottle filler is active; students are encouraged to bring covered water bottles with straws. Water bottles brought from home should have a cover and a straw.
- In addition to the nurse's office on the second floor, Room 112 has been designated a medical isolation space, for use in the event a student or staff members becomes symptomatic while at school and requires attention. Similarly, space has been designated in the boarding program for student isolation if necessary.

## **5. Personal Protective Equipment**

Supported by the federal government and the state and organized by our two school nurses, John Bapst has added to its stock of personal protective equipment.

- Plexiglass protection for employees in certain office areas.
- Designation of a second nursing station to be used only for Covid-related situations in which the student or staff member needs to be examined away from the current nurses' office.
- The school will provide disinfecting wipes. When students leave after each class, teachers will use the wipes to disinfect the desks where students have sat.
- Staff will disinfect high-touch areas (stair rails, door handles, etc.) during each class period.

## **6. Return to School After Illness**

According to the Maine Department of Education, "*Sick staff members and students must use home isolation until they meet criteria for returning to school.*"

### **What If There Is a Positive Case?**

Confirmed Covid-19 cases are inventoried by the Maine Center for Disease Control. Of course, a confirmed case may represent someone who is entirely asymptomatic, someone who is seriously ill, or someone in between. In theory, an asymptomatic positive carrier who observes good health practices strictly may be a minimal threat to others, and in the absence of a statewide testing program -- something that is not possible at the present time -- we may not know if there is such a person among the school community. Similarly, a person who is negative and/or who has tested negative is far from guaranteed of remaining virus-free. Given the amount of general

social interaction taking place as Maine opens up across a variety of sectors, wearing a mask, keeping one's social distance, practicing good hygiene, and other forms of vigilance are the very best way to keep John Bapst open and one another safe.

In the event of a positive case or cases, the school will:

- Inform its partners at Northern Light's Work Health practice and seek guidance;
- Inform the City of Bangor Health Department and seek guidance;
- Inform the Maine CDC and seek guidance;
- Communicate with the school community according to the guidance received, while protecting individual medical privacy.

At this time the school has been told that the presence of one or more positive asymptomatic cases does not mandate closure of school. An "outbreak," on the other hand, by which is meant a situation in which transmission is moving uncontrolled through the school population, would trigger a closure for a period of time to be determined by our medical advisors. The difference between a controlled and an uncontrolled situation would similarly be defined by medical professionals.

### **Testing, Isolation, and Quarantine for Related Parties**

Health professionals continue to report that more and more is being learned about Covid-19, and thus it is quite possible that people will have heard conflicting answers to questions about testing, isolation, quarantine, return to school or workplace, and other important questions that naturally arise.

Once Covid-19 enters a family (i.e., once a family member appears symptomatic and/or has tested positive), it is **required** that members of the family self-isolate at home for 14 days. The length of the isolation or quarantine period correlates with the time it takes for most people to become symptomatic. Someone who is not symptomatic after 14 days is considered safe to return to school or to the workplace. This rule also applies to anyone who has been **in close contact** with a person who has Covid-19.

### **School Operations under the Hybrid Model**

When they enter John Bapst for the new semester, students, staff, and visitors will see many changes designed to keep everyone safe and healthy and maintain compliance with recommended guidance.

- Signage now indicates one-way foot traffic through hallways and up and down stairs. **Students must keep 3 feet of distance between themselves and others before and after school and when moving from class to class.**
- The hybrid model allows John Bapst to reduce the number of people normally inside the school at any one time from full capacity of approximately 625 to 300-350, depending on how many adults are in the building.

### **Daily Schedule**

- To start the year, classes on Monday, Tuesday, Thursday, and Friday will be 70 minutes. Passing time will be 10 minutes. Lunch will be 30 minutes. The school will accommodate requests for students to be 100% remote and, in some cases, to change days of attendance. The daily schedule looks as follows.

#### **PURPLE (Monday and Thursday)**

Period 1    8:00 – 9:10

Period 2    9:20 – 10:30

Period 3    10:40 – 11:50

Lunch      12:00 - 12:30

Period 4    12:40 – 1:50

#### **WHITE (Tuesday and Friday)**

Period 5    8:00 – 9:10

Period 6    9:20 – 10:30

Period 7    10:40 – 11:50

Lunch      12:00 - 12:30

Period 8    12:40 – 1:50



## **Wednesday** (all students attend remotely)

*\*Note: most students have 5 or 6 classes, so there will be natural breaks in the following schedule.*

Period 1 8:00 - 8:25

Period 2 8:30 - 8:55

Period 3 9:00 - 9:25

Period 4 9:30 - 9:55

Period 5 10:00 - 10:25

Period 6 10:30 - 10:55

Period 7 11:00 - 11:25

Period 8 11:30 - 11:55

### **Basic Expectations for Class**

**All teachers will be using Schoology on a daily basis.** Schoology is an online learning platform that will contain the bulk of students' work. Students will receive their login information for Schoology prior to school starting and training will be provided. It is expected that nearly all student work will be turned in electronically.

**It will be important that students have a laptop or tablet which they can bring to school and also use at home. They should also have ear phones/ear buds with a built-in mic.** The school will be able to loan laptops to students who need one.

### **Remote Learning**

- Teachers have the option of working remotely.
- For classes taught by teachers who are working 100% remotely, on-campus students will be supervised by an adult.
- Classrooms will be changed to accommodate supervision of those classes with remote teachers.
- Students who cannot attend in person or pick up books (chiefly those in China) will receive electronic versions of books.

- Local students who are not attending in-person classes will be provided an opportunity to pick up materials in the first week of class.
- We will provide clear expectations for students' participation in class, including attendance, participation, cameras (on), rules for using online material, and so on. While online, students will be expected to be engaged with class: they will be held accountable for attendance and cameras should be turned on.

### **Lunch**

- **Lunch must be ordered and paid for in advance.**  
<https://johnbapst.schoollunchchoice.com> will provide the menu and allow/require people to order at least one week in advance. The lunch staff will box up and prepare lunches for pick up by homeroom representatives.
- Lunches will be eaten in homerooms, with an assigned student picking up ordered lunches from the auditorium at the start of lunch. Because only half the students will be on campus, during lunch homerooms are expected to have 6 - 10 students present.
- Microwaves will not be available for students. Students who bring lunch to school should plan to bring food that does not need to be heated.
- Teachers who are not comfortable staying in the room with their homeroom advisees during lunch may take their students outside in good weather or may leave the room while students are eating.
- Kids will throw away their lunch trash, teachers will disinfect the tables when students leave.
- The John Bapst boarding program offers breakfast and dinner service in the Undercroft of St. John's Episcopal Church. Guidelines include:
  - Maximum four students to a table.
  - Elimination of self-service at buffets.
  - Some pre-packaged options for takeaway or consumption in the dining hall.

### **Open Campus**

“Open Campus” has been created as a class. Students in grades 11 and 12 who do not have class at the beginning or end of the day will automatically receive open campus – including double OC. Students who cannot participate in open campus because of parent or bus transportation will be assigned to regular study halls during periods 1 - 8 and to a safe, low-capacity area of the school after classes finish.

## **End of the Day**

At the end of the day, students leave the building as soon as their last obligation concludes and transportation is available.

- Club meetings can occur in classrooms as long as they stay within the room's capacity. If the group is too large, the club or activity may meet in smaller configurations or virtual meetings will be scheduled.
- Students who cannot leave at the end of the school day because of transportation arrangements and who are not participating in a school activity will be directed to wait in supervised spaces such as the library or a classroom in which a teacher is present. Consideration will be made for teachers providing academic assistance in their rooms.

## **Student and Parent Orientation**

- An orientation video will be provided for all members of the John Bapst community.
- Students will also receive training from classroom teachers in the first few days of class (class expectations, online work expectations, and so on)

## **Athletics**

Across the state, schools and districts are waiting as long as possible to make a final determination about plans for fall sports. In the event major changes are made, the school is committed to facilitating appropriate sports and fitness opportunities, whether under the umbrella of the Maine Principals' Association or as an individual school.

Summer Conditioning is transitioning to Phase 4 of the MPA guidelines. During this phase, workouts are sport- and skills-based. Equipment is introduced, and fall sports coaches will host their workouts at different times and days during the week. No competitions of any kind are allowed. These workouts will be held at Dorothea Dix. Summer workouts are not mandatory; they represent an opportunity to prepare for the fall competitive athletic season if it is determined that it is safe to do so.

Student-athletes will continue to provide an informed consent document to their coach (if they have not done so already) and will still need to pre-screen daily. Each athlete will be required to wear a mask when leaving and arriving and until physical distancing is possible. Attendance will be recorded and each participant should bring his or her own water. Students should contact the AD if they wish to work with a particular fall sports team and have not yet made contact with that coach.

## **Busing and Other Transportation Issues**

School buses are difficult places to practice social distancing. Major points to keep in mind at this time are:

- All students getting on a bus must wear a mask/face covering.
- Riders must maintain a minimum of 3 feet of distance between themselves and others.
- We encourage families to consider transporting students, rather than using the bus. This improves social distancing en route to school.
- We are continuing to work with sending schools to coordinate bus service for those who need it.
- The school will continue to operate bus runs from Veazie and Blue Hill.

## **Embracing the Reopening Opportunity While Understanding Risk**

Based on the current Covid-19 incidence in the Greater Bangor area, we believe a safe reopening is possible. In this part of the state, case numbers and hospitalizations continue to be low, and the CDC's school capacity and readiness markers suggest that a safe reopening is possible.

The health and safety of our students are our top priority, but the pandemic has also focused attention on the health and safety of adults who are teachers and staff members, relatives of students and staff, and those with underlying medical conditions, all of whom are statistically at greater risk than most young people. Cooperation with the school's reopening plan on the part of all students is a responsibility not only of attendance at John Bapst, but equally of citizenship. Valuing all members of the John Bapst community and their families means taking those responsibilities seriously.

We appreciate all of the input we have received and look forward to a successful start to the new school year.





### Daily Screening Questions for COVID-19

This form should be turned in daily in the foyer upon entry to the school.

Parents, Students, and Employees,

It is **REQUIRED** that you ask and answer these questions **daily** before leaving home and before entering John Bapst. No student or employee should come to school if actively symptomatic. You will turn in this form as you enter school. Play it safe – keep us all healthy!

**Student/Employee Name:** \_\_\_\_\_ **Grade** (if Student):\_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Employee Signature:** \_\_\_\_\_

1. Do you have any of these symptoms that are **not caused by another condition**? Circle the condition if YES or check NO.

YES  NO

Fever or chills (100.4F)      Cough      Shortness of breath/difficulty breathing

Fatigue      Diarrhea      Muscle or body aches      Headache

Chills      Recent loss of taste or smell      Sore throat

Congestion/runny nose      Nausea or vomiting

2. Within the past 14 days, have you had contact with anyone that you know has COVID-19 or COVID-like symptoms? Contact is defined as being 6 feet or closer for more than 15 minutes or having direct contact with fluids from a person with COVID-19 (for example, through that person’s coughing or sneezing).

YES  NO

3. Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

YES  NO