

Hybrid Schedule - Phase 1
November 3 - December 23, 2020

IMPORTANT INFORMATION

Hybrid Learning Model

Under Phase 1 of our Hybrid Plan, students will come to Northeast for 3 days or 2 days during their Shop weeks, and 1 day during their Academic weeks. We will continue to follow our Gold Week/Black Week rotation. We will also continue the shortened day schedule as we cannot serve lunch in the building because the cafeteria contains 6 classrooms needed for the social distancing requirements. We are starting this implementation slowly, with about 30% of the students coming to school each day. This plan is fluid and there may be changes that are communicated to parents/guardians and students.

The schedule was emailed to families and students prior. Students can find their assigned cohort by looking at their schedule in X2. Pick any class and there should be an "A" or "B" at the end of the course number. If a student has an "R" at the end of the course number then they are in the Remote Academy. Students have been divided into cohorts by grade.

For example: English 12 = 1422-01B The "B" is the cohort. Every course has an A or a B. This student would be in the Grade 12 B Cohort.

In Phase 1, remote learning will continue to be an integral and essential part of each student's learning. The days students are not present for in-person learning during their Shop week, they will work remotely, as they do now, with their Shop teachers. During the Academic week students will be in-person 1 day, asynchronous 1 day and remote 3 days. The asynchronous day is the day the other half of the cohort is at Northeast for in-person learning. When students are at Northeast for in-person academics they **SHOULD NOT** bring their chromebooks as they will not be needed.

For December, 9th and 10th graders will come to Northeast for Shop 3 days a week and work remotely 2 days a week. Students in grades 11 and 12 will come to Northeast for Shop for 2 days a week and work remotely 3 days a week.

Career/Technical Programs in the Hybrid Learning Model

All of the physical spaces that house our individual Shop programs are specifically designed to meet the unique needs of that program. Each Shop has been looked at carefully and, if necessary, modified to ensure that the DESE socially distancing guidelines can be maintained throughout the day. Shop instructors may adjust some of their hands-on experiences to ensure those distancing guidelines. Northeast will follow all of the DESE recommendations for Career/Technical Program safety:

- **Maintain safe student collaboration.** Student collaboration, such as group projects, is a core of vocational education. Student collaboration is permitted if modified to accommodate all applicable health and safety guidelines. Programs are modifying

projects so that students can work collaboratively while still wearing masks and maintaining 6 feet distance.

- **Use proper eye protection.** Industry-standard eye protection must still be used and are required in nearly every shop. Ninth graders will be given safety glasses. Face masks are required and NON-NEGOTIABLE.
- **Use of proper hand coverings.** Technical programs must follow industry guidelines on the use of protective hand coverings (gloves).
- **Maintain safe equipment and materials-sharing practices.** Sharing equipment will be minimized as much as possible and when feasible, but it is permitted as outlined in the DESE's Guidance for Courses Requiring Additional Safety Considerations.
- **Minimize personal belongings onsite.** Students should come to their program/technical area prepared and in uniform (if applicable) each day they are at Northeast. Students should bring tools/materials with them on the days they are present at Northeast but these tools/materials must be taken home.

Cooperative Education Program (Co-Op) - We are currently allowing Seniors to participate in our Co-Op Program. Each job site must provide COVID-19 safety procedures in their workplace. Ms. Pisani, the Co-Op Coordinator, and our Co-Op Liaisons will conduct worksite visits to ensure employers are following the DESE guidelines. Just a reminder that students must be in the Hybrid Learning Model in order to participate in Co-Op.

Clinical Experiences - Unfortunately, clinical sites for health careers are not accepting students due to the increased risk of COVID-19. We anticipate that clinical sites will not accept our students for the foreseeable future. Our Health Assisting and Dental Assisting programs are particularly impacted by this issue right now.

Service-related Programs - DESE has issued guidance regarding service-related programs because they could involve increased interaction with external customers or the public and/or they involve activities that may require modifications to adhere to DESE or other agencies' COVID-19 health and safety requirements. This includes our Culinary Arts, Design & Visual, Auto Body, Auto Tech, Early Child Care, and Cosmetology programs. The value of serving external customers is a key component for these programs, however, each program is unique and other approaches short of serving external customers are being explored. Decisions regarding serving external customers will be made on a program-by-program basis, following the DESE and other Massachusetts agency guidelines as we move forward.

Student/Staff Safety and Well-being

Please note that our Nurses will be sending more specific information/protocols out to families. We will ensure the health and safety of everyone inside Northeast is our top priority. Northeast's health and safety precautions include the protocols set forth by the DESE, which include but are not limited to:

- The requirement of wearing face masks in the building and on school buses at all times with the exception of designated "mask breaks." **THE WEARING OF FACE MASKS IS NON-NEGOTIABLE.**

- Establishing a second Health Office for anyone exhibiting COVID-19 symptoms. Northeast has acquired a portable Health Office for this specific purpose.
- Following DESE's Protocols for COVID-19 Scenarios in the event of a student or a staff member becoming ill or exposed to COVID-19, which includes sending home students or staff when necessary.
- Remaining in close contact with local boards of health in our communities, including Wakefield, where our school is located, as well as the cities/towns of any affected students or staff.
- Establishing a tracing system for students and staff who potentially have been exposed to COVID-19 or are exhibiting symptoms.

Facilities and Operations

Effective facilities and operations procedures are critical to maintaining a safe environment for our students and staff. We have established clearing protocols in line with those from the CDC and DESE. These include but are not limited to:

- Re-organizing student furniture to ensure between 3 and 6 feet of physical distance - this includes creating 6 additional classrooms in our cafeteria
- Scheduling students in cohorts to minimize intermingling of large groups
- Re-designing traffic patterns in hallways and stairwells
- Cleaning and disinfecting the entire facility at least once daily with an emphasis on extra cleaning of shared spaces throughout the day
- Immediately cleaning any area of the facility that may have been exposed to a potentially infected person
- Disinfecting high touch-point areas of the building multiple times a day
- Installing numerous hand-sanitizing stations throughout the building
- Installing numerous plexi-glass partitions in selected offices and in some shops/classrooms
- Informational signage regarding mask, hygiene, traffic patterns, and COVID-19 symptoms
- Purchase of a full range of personal protective equipment, to include face masks, face shields, surgical gowns, gloves etc.
- Asking all invited visitors to sign a screening form confirming they are not exhibiting COVID-19 symptoms and have been following precautions, such as social distancing, and limiting travel
- Severely restricting any uninvited visitors to the building

Transportation

Specific bus information will be sent out early next week. As you can imagine - this is the bulk of planning for us because we need to know exactly how many students in each grade at each bus stop, etc.

According to our survey issued during July, more than 75% of students are planning to use the school bus. DESE guidelines stress that buses can not carry more than 20-23 students. We have worked closely and collaboratively with our bus company to ensure bus drivers are following and enforcing health and safety protocols that have been outlined by the DESE, which

include mandatory face masks, proper social distancing, 1 student per seat, open windows except during extreme weather, hand sanitizer, and thorough cleaning of the buses.

Lunch/Breakfast

We will be providing a grab and go lunch (with a breakfast item included for next morning) to **ALL** students at the end of their day. Students will pick the lunches up and get on their buses to head home. Students who are remote may also pick up lunches between noon and 1:30 pm everyday. This is optional, but ALL students may participate.

Student Drivers/Parent Drop Off

Because we do not have use of our cafeteria, we can not accommodate students arriving early to school as we do not have any space for them to wait for the start of the day. The bus pick up times have been adjusted to reflect this issue.

Non-bus students coming to Northeast for Academics should not arrive before 7:40 am.

Non-bus students coming to Northeast for Shop should not arrive before 8:40 am.

Students who arrive early will need to wait in the car until the time above.