

Grand Peak Academy



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Return to Learn Plan

2020-2021

Dear Bear Families,

We are all learning together! Remember the first few days of school should be used to build relationships with students and to get comfortable with the technology. This is a time to establish routines and procedures and make adjustments as needed. Please reach out to us if you need any support or clarification. We are here to help and support you as we begin the new school year. We have created a Return to Learn plan in hopes of communicating the structure and organization of our school. If you have questions, please contact your child's teacher or the appropriate administrator below:

School Principal

Scott Hunter

scott.hunter@grandpeakacademy.org

Elementary Assistant Principal

Melissa Maldonado

melissa.maldonado@grandpeakacademy.org

Middle School Assistant Principal

Nicole Parker

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Remaining staff contact information can be found at:

<https://www.grandpeakacademy.org/staff-directory/>

Options for Returning.....

For the 2020-2021 school year, parents were able to choose online or in-person learning. The GPA Board of Directors chose to go with a hybrid option of our streaming school and in-person learning model.

Beginning August 17 - 28 grades K-2 (Kindergarten through Second) will be the only students in person on campus at GPA. If you already chose to send your child(ren) to streaming school, there is NO change. Middle School (Sixth through Eighth) will remain in our streaming school only.

On August 31 – September 11, grades 3-5 (Third - Fifth) will join K-2 in person. If you already chose to send your child(ren) to streaming school, there is NO change. Middle School (Sixth through Eighth) will remain in our streaming school.

We will continue to evaluate and gain data moving forward to reintegrate middle school into in-person learning.

August 17 - August 28 (2 weeks)

- K-2 in person/online
- 3-8 online only

August 31 – September 11 (2 weeks)

- K-5 in person/online
- 6-8 online only

★ *6-8 grade in-person return date TBD*

Breakfast.....

Students eating breakfast may enter the cafeteria through the outside cafeteria doors beginning at 7:45am. Only those students eating breakfast are allowed in the cafeteria. When students finish eating breakfast, they will be dismissed to go directly to their classroom. Students will be required to wear a mask when transitioning from the cafeteria to their classroom. Students will eat at a designated table and will be socially distanced at least 6 feet. Cleaning of cafeteria tables will take place when all students are finished eating breakfast.

Arrival

Before arriving at school, all students and staff should self-screen for COVID symptoms. If any of the following symptoms are present, keep the child at home/stay at home, inform the school of symptoms, and reach out to a health care provider about COVID-19 testing and next steps for treatment.

- Feeling feverish, having chills, or temperature 100.4°F or higher.
- New or unexplained persistent cough.
- Shortness of breath.
- Difficulty breathing.
- Loss of taste or smell.
- Fatigue.
- Muscle aches.
- Headache.
- Sore throat.
- Nausea or vomiting.
- Diarrhea.
- Runny nose or congestion.

If no symptoms exist, upon arrival on Grand Peak Academy grounds, all students, staff, and visitors will be required to wear an acceptable face covering. Students should not arrive on campus until 7:45am due to supervision. Doors will open at 7:45am. Families with students in multiple grades should drop off children at the youngest students drop off area. Please see the attached school map (click [here](#)) for drop off and pick up locations by grade. Students will maintain 6 foot distance from each other where possible (except siblings) and walk directly to their assigned door. If needed because of the age of the youngest, older students can enter the building with their younger siblings through the younger sibling's assigned door and then proceed directly to their first class. Students should not congregate with other students or play on playground equipment before the start of school.

- K-1st: drop off in front of school/gate by Kindergarten playground
- 2nd: main entry doors
- 3rd-5th: back of school fire lane (once in-person begins for 3-5)
- 6th-8th: drop off in front of school/enter through back side doors (once in-person begins for MS)

Dismissal

Parents should pick up their child at the same location as indicated in the Arrival section on the arrival map. The dismissal location will also be conducted at the youngest child's grade. To

prevent students from interacting outside of the building after school, students will be called outside from their classroom when their transportation arrives. Students will maintain 6 feet distance from each other except for siblings.

- Dismissal Process for Car Riders:

- Teachers stay in their classroom with their class.
- Teachers must have their radio turned on.
- Paras will be spread throughout the hallway to guide students to their dismissal door.
- Staff will be on duty outside at the various dismissal locations and will radio inside to teachers when the child's transportation arrives.
- Parents should have a sign on their car dash that has the child's name on it.
- When called, the child will gather their belongings, make sure they have on a mask, and will walk directly to their pick up location.
- Older children will be dismissed to the younger child's pick up location.
- When using the radio, the message will say: (Grade, Teacher's Name, Child's Name). Once the radio message is heard, the recipient will say "Copy for (child's name)".

- Dismissal Process for Walkers:

- Teachers stay in their classroom with their class.
- Teachers must have their radio turned on.
- Walkers will be dismissed one grade at a time starting with 2nd grade (for the weeks of August 17 - August 28).
 - *As we add more grades into the building, the grade will change as to which walkers are released first.*
- Walkers will exit the building through the front doors of the school and will wait on an indicated spot (red x) outside of the cafeteria until their sibling is released.
- If a child is not waiting on a sibling in another grade, they are expected to leave the school grounds upon dismissal.
- Students should wear a mask while waiting for their sibling and until they are off of school grounds.
- For parents who wish to walk to school for dismissal, we ask that you also stand in the "walker" designated area on one of the red "x" locations.

Drinking Fountains.....

Water fountains will be closed except to refill water bottles. The hydration station (water bottle refill station) will be open and available to students throughout the day. If a student wishes to bring a water bottle, it needs to be clean and have a lid that closes.

Hallways and Traffic Flow.....

Hallways have been marked for social distancing. Students and staff will follow the marked guidelines in the hallway, staying on the right side when travelling.

Lunch/Recess.....

All students will wash or sanitize their hands immediately prior to and after lunch. Masks will be required while students are transitioning to lunch and while in line to receive lunch and to pay. Masks will not be required while students are seated, distanced, and eating. GPA will continue to supply two hot lunch options per day. One grade at a time will eat lunch in the lunchroom with social distancing measures. Students will not touch shared items such as condiments. These items will be distributed by one staff member for students who request them. There is a 5 minute break in between grade level lunches to allow for proper cleaning of the cafeteria to occur. Students will be taken outside for recess (weather permitting) in a designated area with their cohort. Cohorts will not interact during lunch and recess times. Cohorts will rotate recess locations. Students do not have to wear a mask during recess because the district advises recess as a mask free time.

	Lunch	Recess
Kindergarten	10:15-10:40am	10:40-11:00am
1st Grade	10:45-11:05am	11:05-11:25am
2nd Grade	11:10-11:30am	11:30-11:50am
3rd Grade	11:35-11:55am	11:55-12:15pm
4th Grade	12:00-12:20pm	12:20-12:40pm
5th Grade	12:25-12:45pm	12:45-1:05pm
6th-8th Grade	12:50-1:10pm	1:10-1:30pm

Late Arrivals/Early Pick-Up.....

Students with early morning or afternoon appointments are still permitted to be dropped off late or picked up early. Parents must wear a mask to enter the building and must provide proper identification to sign their chil(ren) in or out. Hand sanitizer is available inside the building for all parents/guardians to utilize.

Transportation.....

At this time, we do not have bus services available.

Visitors/Volunteers.....

At this time, visitors and volunteers are not allowed in school unless he or she has a school administration approved reason. If a visitor has a school administration approved reason, they are required to wear a mask. When it is feasible, we will revisit this limitation as we are excited to welcome our families on campus as quickly and safely as possible.

Cleaning.....

The GPA operations manager will be the primary point of contact for cleaning equipment, supplies, and protocols. We recognize that educators and support staff will need to participate in additional or as-needed cleaning, the operations manager set expectations and provide resources to support enhanced cleaning. School leaders and staff members will have a variety of cleaning options, to include the proper use of approved disinfecting wipes. Also, to manage the extra cleaning that needs to take place inside the school building, we have hired additional cleaning personnel. The district has approved a temporary variance for the use of Clorox wipes. These will be used once the back ordered shipment arrives. In the meantime, the school will be using cleaning solutions called Virex and an electrostatic sprayer called Protexus. Both cleaning solutions work by spraying them on the surface and allowing it to dry on its own.

Hand

Washing/Sanitizing.....

Hand washing, sanitizing, and personal hygiene related to touching faces, eyes, etc. is a major part of our safety system, and is the component that relies most on personal responsibility. We will provide modeling and instruction in hand washing technique/duration, as well as planning time to wash thoroughly. While hand washing is preferred, there are hand sanitizer stations located throughout the school.

Masks/Face Coverings.....

In alignment with District policy and CDC guidelines, ALL students in grades 1-8 will wear masks or other face coverings while in the building or while not socially distanced outside, such as at carpool and pickup.

Our kindergarten students are highly encouraged but not required to wear face coverings or face shields, EXCEPT during transitions where they will be in the hallway or communal places such as carpool, recess and lunch. Thus, we ask that our kindergarten families still send their child to

school wearing a mask and provide extra masks for their students to have at school. Teachers will help students place their masks in separate places in the classroom after entry.

Please know that we will work with all of our students to create a helpful and welcoming community of engaged learners. We understand the developmental process of learning to wear a face covering for extended periods, and we are ready, willing and able to make this transition as supportive as possible.

- Medical documentation is required if there is a request for either partial/full face covering exclusion.
- Students must provide their own masks or face coverings.
 - We request that students have extra masks on hand at school in case any get lost, dirty, or broken.
 - Please plan to bring extra masks or face coverings on the first day of school.
 - The school will not continuously supply masks to students who habitually fail to bring their own.
- For students who have trouble following the mask guidelines, they may be asked to join our Streaming School for eLearning.
- Please label your child's masks or provide ones that are easily identifiable to them as theirs.
- Please plan to clean the masks nightly, or switch them out to a new mask each day.
- Masks must be worn to fully cover both the mouth and the nose.
- Students will be allowed to unmask during lunch, while safely distanced. Additionally, teams will build socially-distanced mask breaks into their day.
- We are encouraging students to wear masks that are unique and represent their personality. They do not have to be solid uniform colors; however, masks must be school appropriate with wording, images, and language.
- If a child has not regularly worn a mask yet, we encourage parents to begin helping them do so.
 - For tips on how to do this, please see <https://bit.ly/3046qEN>.
- Teachers are allowed to wear a face shield during instruction when they are 6 feet away from students.
 - Teachers must wear their mask after instruction and when moving around the classroom or are within 6 feet of students.

Physical Distancing.....

Our partners in El Paso County have told us that students wearing masks, seated three feet apart, are at no elevated risk. Still, four feet is better than three, and five or six is better still. The guidance from state and county is realistic but optimistic that spreading out as much as possible,

masking up to the greatest extent possible, and limiting close contact within and across cohorts is an appropriate plan for public health and safety in our schools.

Covid Processes.....

- Parents must evaluate their own child(ren)'s health each day prior to coming to school.
 - This includes monitoring for fever (100.4 or higher)
 - Cough
 - Sore Throat
 - Shortness of Breath, etc.
- We urge parents to keep their children home if they are exhibiting and/or have been exposed to any symptoms of illness. All absences with a health or medical-related reason will be excused.
- Each D49 school has a Rapid Response Team working with medical professionals and Health Department officials to compile information in regards to the wellness of our staff, students, and families in response to COVID-19 protocols.
 - Rapid Response Team: Erika Radcliff (school nurse), Doris Swanstrom (health aide), Scott Hunter (principal), Melissa Maldonado (assistant principal), Nicole Parker (assistant principal), Valerie O'Brien (Business Manager/Operations), Marcia Billingsley (Registrar), Horace Miera (building maintenance), Lisa Gilmore (school counselor), Pam Sanchez (para), Cathy Sewell (para)
- We will rely on this work to guide our response in regards to an exposed case, to a positive case, etc. and what the communication protocol might be for our learning community.
- These planning efforts will be ongoing and may change based on state and/or county level health department guidelines.
- If you have any questions or need to report any COVID-19 related illness or attendance matters, don't hesitate to reach out to our health room staff by calling our main school line (719.495.7360).
- If a student has suspected symptoms during the school day, the student will first be sent to the health office where he or she will be screened by the health aide .
- In the event that a student exhibits symptoms of COVID-19, a specific room separate from the health room has been set aside to quarantine students until able to be picked up by guardians.
 - Guardians are asked to pick up children within 30 minutes of being called.
 - This is not a GPA rule - it is the state who requires this.
- If we have a confirmed case of COVID-19, the school will communicate proactively to notify students and families of potential exposure.
 - The district nurse will contact the El Paso County Health Department

- We will follow all district, county, state and federal guidelines.

Health Screening

Guidance from El Paso County is that “Self-reporting by parents with a home temperature check may be the most effective strategy for many schools. This should be deployed in a way that works best for each individual school.” This matches the CDC recommendation to “Educate parents and caregivers on the importance of monitoring for and responding to the symptoms of COVID-19 at home.” In addition, we encourage all parents, students, and staff to visit the Colorado COVID symptoms resource at <https://covid19.colorado.gov/covid19-symptoms>.

- Non-COVID related concerns (cuts, bumps, etc.) will report to the Nurse’s Office
- Parents must take their child’s temperature before school every day and watch for symptoms
 - This includes monitoring for fever (100.4 or higher)
 - Cough
 - Sore Throat
 - Shortness of Breath, etc.
- If your child has a temperature over 100.4 degrees or any other symptoms, please keep them home.
 - Staff will follow this “at home” screening process as well.
- If your child or anyone in the home displays any COVID-19 symptoms, please let the school know as soon as possible so that we can follow protocol.
- School staff will make every effort to maintain a safe social distance from students or return to a safe social distance as quickly as possible.
- If teachers have concerns with COVID-related symptoms or issues during the school day, they will reach out to the district nurse or district health aide , the school health tech and make an informed decision as to how to proceed.
- The district nurse or district health aide will evaluate the student and if they have symptoms they will be taken to a separate room with health personnel and the parents will be called to come and pick up their child.
- Due to the frequent changes with virus guidelines, there may be additional changes to these protocols in the future.
- GPA will be following all required protocols for cleaning. If you have questions regarding cleaning procedures, please contact Valerie O’Brien, our school Business/Operations Manager.

Quarantine Possibility:

- GPA will follow all mandated public health requirements in relation to Covid-19.

- As described by D49, “Our response to any single or cluster of infections will depend on the number of individuals both detected and exposed... All our responses will be coordinated with El Paso County Public Health, and compliant with our districtwide protocols for an assertive and measured response to an outbreak of any size.”
- If you suspect you have been exposed or have other concerns related to COVID-19, please contact your primary care physician, [El Paso County Public Health](#), or [Colorado Department of Public Health](#).
- In the event that a class or the entire school needs to return to remote learning, all students will remain with their assigned teacher(s) and will begin GPA’s Streaming School, as described above.
- If an individual student is sick for an extended period or needs to quarantine for any reason, he or she will join GPA’s Streaming School during the time they are out.

Testing/Contact

Tracing.....

In District 49, we are not establishing dedicated testing sites, because there are many free and accessible testing options throughout the county, and because we intend to rely on the direction and oversight of personal physicians for when, and what process to follow for testing. El Paso County health leaders maintain close oversight of testing facilities, and our partnership with them will help us detect any infection or transmission at our school. We have identified a rapid response team (RRT) who have received specialized training for managing symptoms, facilitating testing, and contact tracing to prevent exposure or transmission.

Symptoms at School.....

In the event that a staff member or other adult develops symptoms while at school, that individual will leave campus (with any necessary assistance) and consult with a physician to determine the next steps. If a student develops symptoms, we will relocate that student to the health room or isolation location where they will have appropriate supervision while we wait for a parent to pick them up. Parents are asked to respond within 30 minutes to pick up their child. We will provide additional guidance to parents about the next steps for consulting with a family physician and communicating with the school.

Isolation/Exclusion.....

Individuals with confirmed infection or clear symptoms of COVID-19 will not be allowed at GPA and may enter isolation or quarantine depending on the medical direction from a personal physician. We will follow the vocabulary and general approach described in the following diagram:

COVID-19 Tiered Response Model

Tier Three Observant <ul style="list-style-type: none"> No Known Exposure Monitor for Symptoms and Test if Directed by a Physician 			
	Major Exposure	Moderate Exposure	Minor Exposure
Tier Two Monitor <ul style="list-style-type: none"> Exposure* to a Tier 1 Individual Monitor for Symptoms and Test if Directed by a Physician 	<ul style="list-style-type: none"> Close Contact and Sustained Interaction and Without masks 	Any of: <ul style="list-style-type: none"> Close Contact, or Sustained Interaction, or Unmasked 	<ul style="list-style-type: none"> Physical Distanced Brief Interaction Masked
Tier One Quarantine <ul style="list-style-type: none"> Exposure* to a Tier 0 Individual Precautionary Quarantine and Test if Directed by a Physician 			
Tier Zero Isolation <ul style="list-style-type: none"> Confirmed Current COVID Infection Clear, COVID Symptoms Individual Under Care and Isolation 			

*Exposure may vary by proximity, duration, and precautions so contact a medical professional to determine next steps

Safety/Security/Drills

We will continue to implement our security system with district and zone personnel supporting our school security team and administrators. We will conduct safety drills with increased emphasis on safe distancing and movement and decreased emphasis on timing factors.

Classroom Guidelines and Set Up

- All classrooms are set up based on proper social distancing.
- Students will store their own materials in their own desk or assigned space (no shared materials).
- All desks/tables are spaced appropriately in each classroom.
- In-person learning will look different as we accommodate social distancing, reduce close contact with and between students, and adjust our schedules to accommodate time for cleaning, and safe transitions between activities.
 - We will innovate solutions to the challenges of learning under COVID conditions, and may change our methods quickly as we develop new best practices.
 - Classroom teachers and other classroom educators will take the lead on implementing in-person learning.
- All classrooms have hand sanitizer available.
 - Kindergarten classrooms have sinks in them to allow for extra hand washing opportunities.
- No shared classroom supplies will be permitted at this time including, but not limited to:

- textbooks, novels, pencils/pens/colored pencils/markers, calculators, rulers, scissors, etc.
- Classrooms will receive daily cleaning with a covid approved cleaning solution.

Cohorts.....

- We will be keeping classes/cohorts together, as often as possible, to include the same group of children each day while trying to minimize the mixing between classes/cohorts as much as feasible.
- All touchable surfaces will be cleaned prior to the next cohort’s use. Staff will limit assemblies, gatherings, events, and activities to those that can maintain adequate social distancing and support proper hand hygiene.

Social Emotional Learning.....

All students, including those in our Streaming School, have access to social, emotional, and academic support through counseling. Our school counselor, Lisa Gilmore, has developed a form (<https://forms.gle/SWRosMhNwVLGNzuv6>) for students to complete when they need to visit her. She is seeing students in the order the form is received, unless it is an emergency situation.

Curriculum.....

- Eureka (PreK-5th grade Math)
- Saxon (6-8th grade Math)
- CKLA (PreK-5th)
- Core Knowledge (PreK-5th)
- Social Emotional Learning - Camptimber (K-5th):
 - Grades K & 1st = 3 times a week
 - Grades 2nd & 3rd = 2 times a week
 - Grades 4th & 5th = Camptimber/Grit Harbor (1 time per week)
 - Grades 6-8 = Embrace SEL (1 time per week)
- Core Knowledge Scope and Sequence and Colorado State Academic Standards (6-8 grade Humanities, Writing, and Science)

Technology.....

Students will check out their own Chromebook to use versus multiple students using a shared device.

- If technology must be shared, it will be shared amongst the cohort to ensure there is no sharing amongst cohorts.
- If technology must be shared, it will be cleaned in between users.

Student Attendance.....

https://www.cde.state.co.us/cdefinance/cde_policy_on_instructional_hours_and_attendance

Colorado’s compulsory school attendance law requires all students who are ages 6 and older and attending public school to attend for a minimum number of hours each school year, with exceptions for illness, disabilities, work-study programs, and home-school options, among others. C.R.S. 22-33-104. In addition, state law directs districts to adopt written policies setting forth the district’s attendance requirements--including provisions for excused absences that incorporate certain exceptions listed in the compulsory school attendance law. C.R.S. 22-33-104(4). State statute further requires districts to establish procedures to monitor the attendance of each child enrolled in the school district. C.R.S. 22-33-107(3)(b)(I.5). For the 2020-21 school year, districts may choose to amend their attendance policies to expand the way in which attendance may be documented, so long as students in attendance are still “engaged in the educational process” as defined by the district. (See previous sections.) For example, districts may choose to track and count attendance based on presence during in person instruction, as well as assignments completed at home, logging into an online learning platform, or other methods of tracking attendance during remote learning. This additional flexibility is provided as a way to accommodate brick and mortar schools that conduct remote learning as a way to address complications of COVID-19 (i.e., through hybrid learning models or remote learning models for students with health conditions or family members with health conditions). This flexibility is not applicable for online programs and online schools that have received online designation from CDE and will continue to provide online education even beyond the COVID-19 pandemic. Such entities are positioned to continue to provide education in the same way due to their existing model and must continue to meet their typical attendance tracking requirements. Districts are expected to record attendance once daily for those days when instructional hours are provided. Districts may want to re-evaluate their attendance policies as they pertain to excused absences. In particular, districts may wish to alter the way they treat excused absences due to illness, whether students without access to remote learning would qualify for an excused absence, or other considerations related to the COVID-19 pandemic. CASB is developing sample policies for districts to use as they evaluate these considerations.

Lost & Found.....

The Lost and Found is located in the cafeteria. All items that are found will be put at this location. Only one child at a time is allowed to check for lost items. Items that are not claimed will be frequently donated. There will be a warning email sent to parents before donation occurs.

Communication.....

As a school, we rely on PowerSchool to communicate with parents and students. Please make sure we have accurate contact information so we can follow up if needed, or contact you with any immediate needs or information. If your contact information changes, it is important that you fill it out.

- email, phone #, address, etc.

Lockers.....

Middle school students will not be using lockers at this time. Students will be required to keep all of their materials in their backpack. They will take their backpack to each class and will remove the items that are needed for the current class they are attending. Cell phones are to be turned off and kept inside the student's backpack. Cell phones are not an approved device for students to use during the school day.

Activities/Athletics.....

We are in the process of determining if athletics can occur and to what capacity. An update on athletics will be delivered soon.

Streaming School.....

Grand Peak Academy created a new name, Streaming School, to identify our online learning method. New practices have been put into place as well as additional training for teachers to make the online learning experience different from what we offered in the Spring of 2020. Teachers will have a set online teaching schedule in which they appear live to teach the content to their students.

- At this time, parents are able to enroll their child in our Streaming School rather than in-person learning.
- Streaming School will be available on a quarter-by-quarter basis, with the option to re-enroll with the in-person learning at those designated times throughout the year.
- If we must go to 100% eLearning for our school, all students will access 100% of their courses virtually (from home).
 - This will include synchronous (students learn at the same time) and asynchronous (students learn the same material at different times) learning engagements and opportunities.
- Streaming School will occur Monday-Friday during normal school hours. Students must meet the requirements/expectations provided by the teachers including accessing live virtual instruction, submission of assignments, assessments, etc.

- Teachers of all content areas, including Specials and Elective classes will deliver eLearning instruction through virtual platforms.
- Attendance policies will remain intact, even for Streaming School students learning virtually.
- Teachers may videotape instruction, when necessary and applicable, and make it available for students to view if they are not present during the regular class period.
- Our Streaming School students will follow the same curriculum and complete the same or similar assignments as in-person students.
- Teachers will spend at least the first day (possibly more) as a time to set clear expectations with students for their online learning.
- Teachers will teach their online students how to access resources, how to see deadlines, how to complete tasks, and how to ask questions while eLearning.
- We will use Google Classroom to deliver eLearning.

Transitioning from Streaming School to In-person.....

The transition from Streaming School to in-person learning will be a huge adjustment for your child. Our goal is to make the transition as easy as possible. We look forward to the day when all families feel comfortable returning to in-person learning.

- Families that have committed to Streaming School will be required to participate for a quarter at a time. At the end of each quarter, you will be able to decide to continue with Streaming School or return to in-person learning.
- Parents will be expected to communicate their decision with the school prior to the quarter ending. Please look for communication from the school on these details.
- If a child needs to transition from in-person learning to Streaming School, this can be done before the quarter mark.

Streaming School Parent/Guardian Expectations & Checklist...

Parent/guardian involvement at every grade level will be crucial to student growth and success. The below parent expectations are especially important for online success:

- Familiarize yourself with the digital learning tools your child will be using.
- Help your child set up a comfortable academic environment that is ideally a quiet, clean space where they can work daily.
- For the most success, learning times should be uninterrupted.
- Have your child explain their daily eLearning routine such as:
 - How will they check in on their classes each morning?

- How will they use a planner to make the daily “To Do” plan?
- How will they prioritize the work for each day?
- How will they keep track of any live stream sessions that are scheduled for that day?
- What have their teachers posted in the past week that they may have overlooked?
- Monitor student progress daily:
 - check-in with students on new content, new learnings, successes, questions, or concerns
- Make sure they have their daily class schedule printed or posted somewhere convenient and easily accessible from their work station.
- Make sure they have a functional organization/planner system for eLearning.
- Make sure they understand how to contact their teachers and counselor. Support students advocating for themselves when needed.
- Develop a plan for a 5-10 minute nightly check-in where they will show you that they are engaged and organized in their eLearning school work.
- Verify that they have completed what they say they completed for the day.

Streaming School & Hybrid Class Teacher Expectations

Daily Expectations for Online Teachers

- Teachers will post at least 1 ½ hours of recorded video by 4pm daily
- Teachers will conduct at least 3 hours of live streaming daily
 - Whole group direct instruction and small group instruction all count toward the minimum 3 hours of live streaming
- Web Pages - each teacher is responsible for keeping their web page updated with important information
- Google Classroom - all teachers will use google classroom for posting class work and assignments
- There will be a schedule posted daily or weekly with live streaming times and subjects on the teacher website and/or google classroom.

Online Teacher Office Hours:

Teachers will be available to parents and students in different ways to stay connected and build relationships. There will be set office hours to call parents. To schedule this, parents will email the teacher directly and will work together to get a time scheduled that week. The focus of this meeting is to have questions answered or clarify information to support the child on their daily learning.

Parent Meetings with Online Teachers:

The teacher will schedule online parent meetings. The focus of these meetings is to build community amongst parents, answer any questions and provide updates of future information

that may be important to know. These meetings are highly encouraged to develop a strong home-school connection. Meetings can be a 20-30 minute session.

Parent Conferences:

One on one conferences are a great way to stay connected. Conferences can be scheduled on an as needed basis by teacher and/or parent. The focus of this meeting would be to review student progress, discuss areas of concern and develop next steps to support student learning.

Streaming School and In-Person Attendance.....

- Streaming Students Attendance: Attendance will be posted by 3:30pm each day. Teachers will notify the front office by 10:00am the next day for any changes.
- In-Person Attendance: Attendance will be posted before 8:30am each day.

Streaming School Participation.....

It is the expectation that all students are engaged with their learning and actively participating and turning in work on time. If there are any missing assignments teachers will communicate with the student to get the work completed. If a teacher has an issue with student attendance or participation, the teacher will reach out to the parent to partner and collaborate in a way to support the successful completion of work. We want to be flexible and offer options, but keep our expectations high for student success.

Devices.....

School chromebooks will be checked out to all of our students who are participating in online learning. Teachers can monitor student activity on school Chromebooks through a program called *Securly*. This program is pushed out through google, so there is no physical update needed.

Grading.....

Grand Peak Academy will continue with our regular grading system, but will work with families on individual situations.

GRADING SCALE

Kindergarten through first grade, the following grading scale is used:

- E – Excellent
- G – Good
- P – Proficient
- N – Needs Improvement

Second grade through Fifth the following grading scale is used:

(A) = 90% and above (B) = 80% - 89% (C) = 70% - 79% (D) = 60% - 69% (F) = 59% or below

DIBELS.....

The testing window for elementary DIBELS is August 12th-26th for grades K-5.

Since grades 3-5 are beginning school online, the teachers will set up appointments with families. There will be three ½ day sessions from 1-4pm on August 19th -21st.

K-2 hybrid teachers will also set up appointments with their online students during this time.

All K-2 teachers will administer DIBELS assessments to students who are attending in-person during normal school hours.

Discipline.....

Repeated Minor Behavior - Teachers will complete the Discipline Referral Form (will share new form) - administration will prioritize behaviors and go to see students. These students will not be sent to the office.

Major Behavior - For immediate support, teachers will use the radio to call for support and an administrator will come to the classroom. When using the radio identify who and where you are, with a brief description of the issue.

Dress Code.....

For students attending school in-person, the dress code will be enforced per our Student Handbook. Masks are a part of our school dress code. For students attending school online, proper clothing is expected during streaming even though attire does not have to be based on our school uniform.

Special Education.....

Our Special Education teacher, Erica Luckhurst, will be contacting all families with students receiving special services to set up set times for students to attend school in person or through Streaming School so that students' needs can be met.

FAQ

Section.....

Are teachers allowed to hand out and collect papers in their classrooms?

Yes.

Can teachers use their classroom libraries?

Yes. Students may read books during the week and then put them in the quarantine box before the weekend. At the start of the new week, another student may read books coming from this box.

Can students share supplies?

No. Students should have access to their own set of supplies so that they are not sharing. If there is a situation where supplies must be shared (i.e Art pencils), the teacher is responsible for sanitizing the supply before it is used by another student.

Do students have to stay in their seats?

No. Teachers will be mindful to distance students generally from each other in the classroom, but students will need movement breaks or may need to move based on the learning at that time.

Can teachers and students work in small groups?

This can occur in person if the teacher is able to maintain social distance, there are no shared supplies, and the area can be cleaned before the next small group.

How often will students be washing their hands?

As frequently as the teacher and or student see fit.

Can students go to the bathroom two at a time?

Only one student per class can go to the restroom at a time. While students are out of the classroom, they must wear a mask, follow the social distance guidelines, walk on the right side of the hallway, and wash their hands when finished.

How does recess work?

Students are allowed and encouraged to take off their mask during recess in order to have a mask break. Students must stay with their cohort during recess and will not mix with students in other cohorts during this time. Students will sanitize their hands after recess before returning back to class.

Can we hug our students?

It is not recommended for teachers to hug their students during this time. We are encouraging teachers to find another way such as elbow bumps or air high fives