



UPDATED School Reopening Plan January 2022

Pathways High Reopening Plan

2021-2022 School Year

Introduction

Instruction: In Person Model The in person model includes having students attending face-to-face school Monday from 8:15-1:15 and Tuesday- Friday from 8:15-3:35.

- **Technology** - Each student will receive a school issued Chromebook. Hot spots provided as needed in the event a student needs to quarantine.
- **Attendance** - will be taken daily per normal. Attendance for COVID related illness will be taken through work completion.

- **Social and emotional learning (SEL)** - Data will be collected weekly to identify students that are struggling with understanding and managing their emotions, setting and achieving positive goals, establishing and maintaining positive relationships, and making responsible decisions. This data will allow the staff to better understand and keep a pulse on the emotional state of our students and determine if the student needs additional help.
- **Grading** - Standards based grading will occur based on the tasks and evidence the student completes in their seminars. Personalized standards will be offered for students who need specific standards towards graduation.

Elevator:

- Elevator signage will designate recommended (not required) occupancy
- Signage will encourage individuals to use staircases in facilities and limit use of elevators to those with specific need to do so.
- Elevators will have grid markings added to the floor areas, indicating maximum occupancy with a level of separation.

Hallways/Corridors/Stairwells:

- Hallways, corridors and stairwells will be identified as wide vs. narrow in order to assess where one-way traffic will be required.
- Directional routes will be designated wherever possible, including one-way corridors, to limit cross traffic of patrons.
- Stairwells will be designated for traffic flow up or down to reduce student passing ● Mask wearing and sanitization signs will be strategically placed as a reminder for students and staff

Drinking Fountains Stations:

- There will be a water station in the cafeteria and on the main floor so students and staff can fill up their own water bottles. PH does have water bottles on sale for \$5.00.
- Drinking fountains will be closed.

Classrooms:

- **Face masks are required.**
- Signage will be created regarding social distancing, when possible
- Extra masks will be kept in classrooms in case of need.
- Entry doors will be kept open to minimize touches on door knobs/handles.
- There will be a log in book for all classrooms to support contact tracing should it be necessary. ● When possible, visual cues such as floor markings or tape will be used to indicate queuing locations, traffic flow direction and to maintain social distancing.
- Sharing of food will be prohibited.
- Sharing of materials will be minimized where possible.
- Hand sanitizer will be available in every classroom.
- Cleaning and disinfecting supplies will be provided in all classrooms for both instructors and students to use upon entrance or exit for the individual spaces they will occupy.
- Classrooms, as a whole, will be cleaned nightly unless there is an outbreak and it is deemed this

necessary that an additional cleaning occur.

- Custodial staff will monitor inventory of cleaning and disinfection kits and trash removal throughout the day. Additional supplies can be obtained from the office.
- Social distancing will occur when possible.
- Entrances/doors will be designated exclusively for entrance or exit, where possible. ● Hand sanitizer stations will be at entry points for student use.
- All paper towels will be disposed of in touchless garbages.
- **Eating in classrooms will not be allowed.**

Offices:

- Due to the need to deploy custodians in student and public areas, occupants will be responsible for cleaning their own work area within private offices.
- Hand sanitizer stations will be installed at the entry point to the office area.

Bathrooms:

- Will be reduced to 50% capacity where applicable- most are single occupancy
- Will be cleaned twice daily with special attention to high touch areas being disinfected ● Will have handwashing signs
- Will be disinfected overall weekly

Entry / Reception Areas:

- Physical Modifications of Plexiglass shields will be installed at reception desks.
- Visual cues such as floor markings will be used to indicate queuing locations, traffic flow direction and to maintain social distance spacing.
- Furniture in waiting areas will be spaced to promote appropriate social distancing. Excess furniture will be removed.
- Signage with symptoms of COVID-19 to be posted in lobbies and entrance doors directing all people to not enter the building if they are experiencing any of the following;
- If anyone displays ONE of the following symptoms: Fever of 100.4 or higher or chills, new cough, shortness of breath or difficulty breathing, new loss of taste or smell OR two or more of the following: Diarrhea, nausea or vomiting, new loss of taste or smell, headache, muscle or

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body aches, fatigue, congestion or runny nose, sore throat..

Signage regarding social distancing will be placed throughout the building

- Hand sanitizer will be provided at the reception area.
- When possible, doors will be kept open to minimize the need to touch knobs/handles.

Lunchroom:

- Floor markings will be placed to allow for social distancing while waiting for food, and for placement of tables and seating.
- Multiple signs will be in the cafe to remind students food should not be shared and mask wearing when not at seat will be enforced.
- Plexiglass installed to ensure distance from food being served and students. ● Traffic flow signage will be in appropriate areas to ensure students enter and exit areas appropriately.

- Students will eat in alternate areas when necessary to ensure social distancing.

Transportation:

- Not provided by PH.
- Students should wear masks in cars that have people outside of their family in same vehicle ● Students should wear masks while on public transportation and when possible sit 6 feet apart. .

Screening:

- Once a week, usually on Mondays prior to dismissal.
- Conducted by Novir, Health Professionals
- Nasal swab, rapid testing results within 10 minutes
- Families will be notified if a student tests positive and given next steps
- A one time consent form is signed by guardian for student participation
- Testing is free and pain free

In addition to teachers and advisors, students may require additional assistance from the following Pathways High personnel:

Kim Taylor Director ktaylor@pathwayshigh.org	Sarah Maule Principal smaule@pathwayshigh.org
Franz Meyer Impact Director fmeyer@pathwayshigh.org	Michelle Raynier Operations Manager mraynier@pathwayshigh.org
Brandi Anthony Student and Family Liaison banthony@pathwayshigh.org	Mary Langmyer Special Education Teacher mlangmyer@pathwayshigh.org
James Morrow Dean of Culture jmorrow@pathwayshigh.org	Christopher Kjaer Technology Coordinator ckjaer@pathwayshigh.org

Student and Staff Absence due to Illness

The health and safety of all members of the Pathways High community is our first priority. Students and staff members who have been in close contact with someone who has had a confirmed case of COVID-19 may come to school knowing they will be tested every morning when they arrive at school for 5 days following the positive exposure. Please stay home if you are not feeling well. Individuals will be considered to have suspected COVID-19 if they are displaying the following symptoms and will be tested at school:

ONE of the following symptoms: Fever of 100.4 or higher or chills, New cough, Shortness of breath or difficulty breathing, new loss of taste or smell

OR

TWO or more of the following: Diarrhea, Nausea or vomiting, Headache, Muscle or body aches, Fatigue, Congestion or runny nose, Sore throat.

Parents and guardians should report absences to the school office (414-943-2891) and indicate the reason for the absence. Staff members should contact school administrators. Students and staff members who experience these symptoms throughout the day will be screened via rapid test. If a student/staff test positive they will be moved to an isolation room until they are able to leave the building. Families should create an emergency pickup plan and procedure in the event that a student needs to leave campus due to illness.

Quarantine Policy:

If a student is confirmed to have tested positive for COVID-19, the student should stay home for 5 days from the onset of symptoms. Building administrator(s) should contact the designated school official as soon as possible and consult with legal counsel, when appropriate.

- Students will be offered virtual edgenuity learning or be advised by seminar teachers of alternative work to complete.
- PH will notify the local health department of a possible or confirmed case with a student to discuss the appropriate management of exposed staff, students and community members.
- School administration will review the student's classroom schedule to determine possible contact tracing. Appropriate letters will be mailed and sent via email to families. See family letters [here](#).
- Discuss with parents/guardians options for continued educational services such as distance learning and/or take home assignments.

Face Covering:

- Face coverings will be required for all staff, visitors and students entering the building.

Visitor Policy:

Pathways High will be limiting visitors to essential visitors only. The following protocol will be adhered to:

- Parents should call ahead if picking up a student early and office will have the student ready for pick up
- Parent Conferences Virtual unless pre-approved by administration
- IEPs Virtual, if possible or contained in conference room, all participants screened
- Visitors will be limited and approved by administration
- All outside visitors wear mask, be screened via a health questionnaire and use hand sanitizer
- Parent meetings in person must be approved by administration, and held in conference room

Mitigation Measures:

- All individuals are required to wear face coverings
- All students and staff will use hand sanitizer and/or wash their hands prior to entering workspaces

- All classroom surfaces cleaned between use
- Once a week screening will occur
- Social distancing when possible
- Vaccination clinics offered and vaccinations encouraged

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Contact Tracing:

If an individual who has been on campus reports a positive COVID-19 test, we will use contact tracing along with guidance from the CDC and local health department to determine your risk level. Once a risk level has been determined, Pathways High will contact you with next steps.

Employees, students, parents and others with an interest in PH need a single, go-to source of information about the reopening and closing of campus. With that in mind, all communications related will be by PH leaders, including director and principal, and distributed to the appropriate audiences. The goal of communication is to keep the students, families and staff informed while maintaining assurance of a safe learning and working environment.

- Three email campaigns are planned — for employees, students and parents. The subject header will be COVID 19 UPDATE followed by the date.
- Website Information will be updated with information about safety, reopening and closing.
- Social Media, Text Messaging and Phone Calls : Given that many students and families do not read their email regularly, social media, texts and phone calls remain an important channel to reach them and will be used to relay COVID information as necessary.
- Risk to exposure letters will also be mailed to those that may be affected by a positive test result.

Other Forms of Communication:

- [Student and Family Handbook Addendum](#) with policy around bullying, face masks, etc

Excerpts from handbook pertaining to masks, bias.

Expectations at school

- Stay home if you are sick!
- Wash your hands frequently and use hand sanitizer if you cannot
- Avoid touching your face and eyes
- Cover any cough or sneeze with a Kleenex or your elbow
- Wear a mask at all times with exception when eating lunch and/or drinking water. Masks are not recommended when engaging in physical activities.
- Keep your spaces picked up so that it is easier to clean them regularly
- Bring your own classroom supplies as much as possible
- Stay 3 feet away from others as much as possible, including in hallways and outside. - Students will wear masks at all times. Masks can be provided by school if a student does not have one. Contact Kim Taylor if there is a reason that this will not be possible for you. You will be required to have a medical excuse.
- Follow all directions provided to you by teachers or administrators for the safety of the school community. It is especially important that you stay in the classrooms and spaces where you are assigned or otherwise directed to be. This will be important if we have to determine whether you were exposed to someone else who had COVID-19.
- Bring your own food and drink if possible.

- Avoid sharing food.

Harassment/Bullying

During this time of many new changes, procedures and concerns, it is important that we continue to respect one another. As always, harassment and bullying behavior will not be tolerated. This includes any harassment with regard to a difference of opinions related to COVID-19, a student or staff member's ability or inability to wear a mask, a particular individual's need to work from home for any reason, or any other policy that may be implemented to provide for the safety of our community.

Attendance:

Attendance at school for the 2021-2022 school year is required to the same extent the traditional Family Handbook already requires it. If virtual school is offered voluntarily or by requirements of local officials, attendance will be required for those programs. Specific procedures and policies related to virtual education will be addressed as needed.

As you are aware, credits at Pathways High are accumulated based on attendance at seminars. For that reason, attendance is generally important. However, the safety of your family and our community is also important. In light of the circumstances surrounding this school year, administration will be receptive to concerns that may arise, specifically in light of a COVID-19 diagnosis or direct exposure. Please make every effort to communicate with the school promptly if your student will not be at school. In the case of an extended COVID-19-related absence, Pathways High will work with you and your student to assist in completing credits and keeping pace with their peers.

Absences should still be reported to the school office by 8:00 am by calling 414-943-2891. If the absence is directly related to COVID-19, please advise the administrator answering the phone. Depending on the circumstances, the requirement to provide a doctor's excuse may be waived. If the absence is related to COVID-19, Pathways High may request that you seek a medical opinion regarding when or if to be tested. Administration will flag students with symptoms for additional follow up questions.

Arrival:

- Students can arrive from 7:30-8:15.
- Students will also use the hand sanitizer station at the front door during entry.
- Students will then go to the cafe and move to classes at designated time.

Dismissal:

- Students will dismiss beginning at 1:00 on Mondays and 3:20 on Tuesdays-Thursdays from their last class of the day. Instruction will stop at 1:00 on Mondays and 3:20 on Tuesdays-Thursdays.
- Dismissal students/times:

1:15/3:35-All students will be dismissed; those going to Neighborhood House will go to Great Room. Any student remaining at PH at 3:45 will be transported to Neighborhood House for pick up

Families picking up will enter the parking lot from W. Wells St., follow signage to pick students up at the door, and will exit the lot using the alley to W. Wisconsin Ave. Families will take a right onto W. Wisconsin Ave.