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GORHAM SCHOOL DEPARTMENT

Pandemic Operations Plan

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Part I: Introduction

For our schools, the COVID 19 pandemic began on March 14, 2020. In a matter of two days, our support staff, teachers and leaders switched from a 100+ year old traditional model of face to face teaching to teaching in a fully virtual environment. It wasn't perfect, but between March 14, 2020 - June 13, 2020 the Gorham Schools operated in a fully remote learning model that provided the skills needed for our students to successfully complete the 2020-21 School Year.

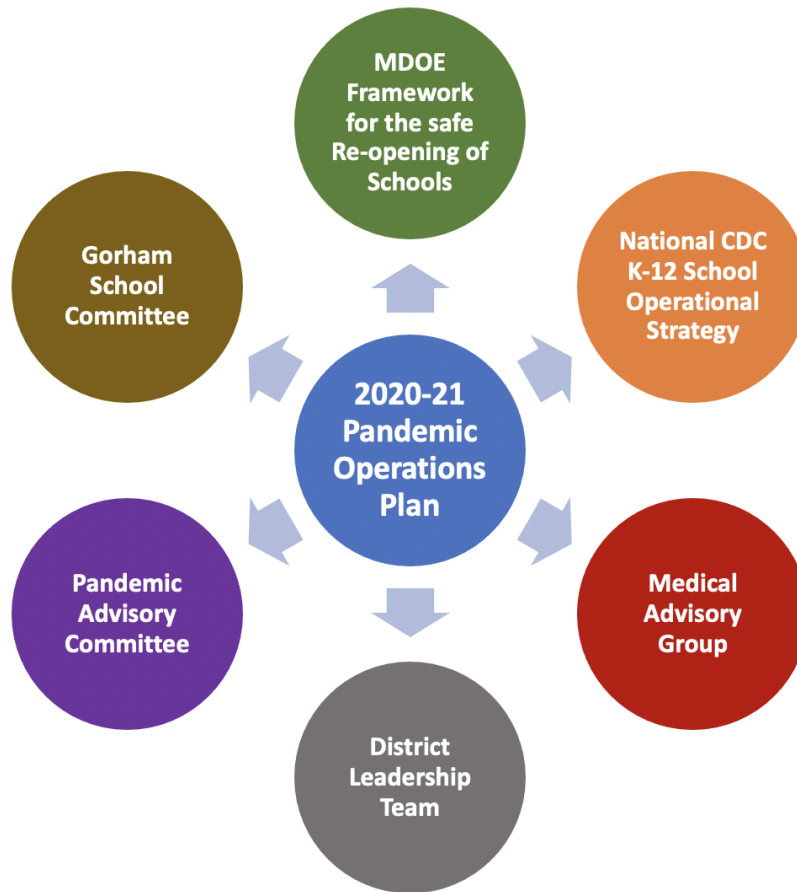
In the fall of 2020, the Gorham Schools were tasked with reopening school facilities and providing classroom-based instruction and school-based programming in the wake of and in the midst of the ongoing COVID 19 Pandemic. Students in grades 9-12 attended school throughout the course of the 2020-21 School Year under our hybrid or "yellow" learning plan which offered 2 days per week of face to face instruction for all students as well as a choice for fully remote learning for families. Students in grades K-8 also attended using our hybrid or "yellow" learning plan through April 16, 2021. On April 29, 2021 (after the April break) students in grades K-8 then began utilizing a new 4 day per week learning program, which remained in place until the end of the 2020-21 School Year.

In the Fall of 2021 the Gorham Schools were tasked to open in a full five day per week model across grades K-12 even as we continued to navigate the COVID 19 pandemic as a community, state, nation, and globally.

In order to ensure the safety and well-being of all students, staff and visitors to the schools, the PANDEMIC OPERATIONS PLAN will be used to guide decisions regarding the opening of our schools and how our educational models may adjust throughout the course of the year 2020-21 School Year and beyond to address the continued, and often unforeseen, pandemic related issues as they arise.

This plan was developed in consultation with a broad variety of stakeholder groups and is subject to continued change as new information becomes available and as conditions within which our schools operate continues to change. This plan will be reviewed every at least every six months and adjustments will be made as needed upon review.

The following visual provides an overview of the decision-making process used to create this Pandemic Operations Plan.



This plan was finalized by the Gorham School Committee in August, 2021 and last reviewed December, 2022.

The plan includes models for instruction that utilize entirely virtual systems (RED Model), a more traditional instructional model with additional safety measures (GREEN Model), and a “hybrid” model whereby greater safety restrictions are enforced that requires only 50% of the student population is on site at any given time for instruction (YELLOW Model).

As we plan to open schools in the GREEN model, we will construct this model so that we can move between all three models as needed based on existing and changing safety conditions.

The Superintendent of Schools will make decisions regarding how to move between the various models. The Superintendent will consult and consider data provided by the Maine CDC and guidance provided by the MDOE but may make decisions based on local conditions with the ultimate goal of keeping schools open for face to face instruction five days per week as much as is safely possible. Decision making to move

between the models will be primarily based on school level transmission rates, NOT necessarily community transmission rates. Because of this, it is anticipated that we will spend the majority of our time in the GREEN model of learning during.

Part II: Planning Assumptions

1. The virus that causes COVID 19 and its various variants will remain in circulation during the 2021-22 School year and beyond.
2. Adults and children ages 12+ will have wide abilities to become vaccinated prior to the beginning of the 2021-22 School Year and beyond.
3. Approximately 93% of Gorham Schools Staff will be vaccinated from COVID 19 prior to the beginning of the 2021-22 School Year.
4. Approximately 75% of eligible students (ages 12+) will be vaccinated from COVID 19 prior to the beginning of the 2021-22 School Year.
5. Approximately 75% of Children under 12 years of age will be vaccinated from COVID 19 by Fall, 2022.
6. Improvements in understanding the virus and in testing will allow public health officials to act with greater precision when taking steps to slow the rate of infection.
7. Moving to red for small groups of students, whole classrooms, whole teams, whole grade levels, or whole schools will remain a possibility due to the need to identify and quarantine close contacts of positive cases that are associated with schools.
8. Schools will remain one of the safest places for children and staff to be to prevent the spread of COVID 19 due to continued emphasis and enforcement of key safety protocols such as:
 - a. Proper wearing of face coverings as determined by current National/Maine CDC/MDOE guidelines.
 - b. Frequent hand washing and sanitizing practices
 - c. Maintenance of physical distancing rules when applicable/necessary
9. Current State and Federal CDC guidelines will be followed.
10. Children and adults with significant health conditions who are unable to become vaccinated will continue to be especially vulnerable.
11. The U.S. CDC agrees to the following 4 Consensus “Key Points”:
 - a. Evidence suggests that many K-12 schools that have strictly implemented prevention strategies have been able to safely open for in-person instruction and remain open.
 - b. CDC’s K-12 operational strategy presents a pathway for schools to provide in-person instruction safely through consistent use of prevention

strategies, including correct use of masks, sanitization practices, proper ventilation and physical distancing when applicable/necessary.

- c. All schools should implement and layer prevention strategies and should prioritize use of masks and physical distancing when applicable/necessary.
- d. Testing to identify individuals with SARS-CoV-2 infection and vaccination for teachers and staff may provide additional layers of COVID-19 protection in schools.

This plan was developed with the overarching goal of providing engaging and rigorous instruction to all Gorham students regardless of the conditions within which core instruction must take place.

Part III: Five Overarching Core Values



This plan is purposefully “fluid” and provides specific guidance as to how the school system will operate based on pandemic related conditions.

Part IV: Overview of Levels, Guiding Principles and the Five Domains.

Three Color Coded Levels - Although these levels are labeled similarly to the MDOE/CDC county color coding designations, they may NOT align directly with them. There may be times when the Gorham Schools operate in red when the state designates the county is yellow, or we may operate in green when the county is yellow. These designations will be made by the Superintendent of Schools based on local data and conditions that may be unique to Gorham.

	RED Level - At this level, COVID 19 has been demonstrated to have been transmitted within one or more of the schools on more than one occasion and in-person instruction should not be conducted for a defined period of time. YELLOW Level - At this level there is an elevated risk of COVID 19 transmission within schools due to consistently high numbers of positive cases and associated close contacts requiring large numbers of quarantined students. In person instruction can be adopted insofar as physical distancing rules are implemented, face coverings are utilized, and other specific safety conditions as defined by the MDOE and CDC are in place. GREEN Level - At this level there is a relatively low risk of COVID 19 transmission within schools and in-person instruction can be adopted insofar as sanitization and other safety measures as defined by MDOE and CDC remain in place.
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Guiding Principles for EACH LEVEL:

Level	Associated Guiding Principles
Red	1. Focus on social/emotional support. Prioritize SEL to provide support for students as they engage in distance learning, identify students in need of additional support. Build safe and inclusive virtual classrooms. 2. Ensure high quality instruction. Continue to strengthen high quality teaching and rigorous learning experiences for all learners through the prioritization of essential standards and the use of summative and formative assessments designed

	specifically for a distance learning model. 3. Structure schedules. Schedules will support access, engagement and achievement of all essential standards by all students while supporting the development of independent learners.
Yellow	1. Focus on social/emotional support. Prioritize SEL to provide support for students as they transition between distance learning and face-to-face learning experiences; identify students in need of additional support. Build safe and inclusive classroom communities both in person and virtually. 2. Ensure high quality instruction. Continue to strengthen high quality teaching and rigorous learning experiences for all learners through the prioritization of essential standards and the use of summative and formative assessments designed specifically for hybrid learning systems which combine face to face and virtual learning options. 3. Structure Schedules. Schedules will support access, engagement and achievement of all essential standards by all students while supporting the development of independent and flexible learners.
Green	1. Focus on social/emotional support. Prioritize SEL to provide support for students as they learn in a more “traditional” classroom setting. Identify students in need of additional support. Build safe and inclusive classroom communities. 2. Ensure high quality instruction. Continue to strengthen high quality teaching and rigorous learning experiences for all learners through the use of standards and the use of summative and formative assessments designed specifically for face to face learning systems. Provide “just in time” learning supports to mitigate potential learning loss due to Pandemic. 3. Structure Schedules. Schedules will support access, engagement and achievement of all standards by all students.

The FIVE Domains:

Under each level, there are five domains within which the details of our Pandemic Operations Plan begin to come to life. These details will guide school and district leaders in their decision making and assist parents and staff members in better understanding how educational programming will operate within our schools under each level of Pandemic operations.



Five Domains Descriptors:

Operational Plans	This domain includes details for how things will operate in such areas as: • Transportation • Facilities & Maintenance • School Nutrition
Instructional Plans	This domain includes details for how things will operate in such areas as: • Curriculum & Standards • Instruction • Assessment • Grading and Reporting • Use of Specific online platforms • Extra and Co-Curricular Activities
Student Support Plans	This domain includes details for how things will

	operate in such areas as: • Special Education • 504 Program • RTI Program • Gifted & Talented Program • Social/Emotional Support Programs (School counseling and social work) • Nursing • Adult unusual ghy
Human and Fiscal Resources Plans	This domain includes details for how things will operate in such areas as: • Financial Oversight • Human Resources • Labor Contracts
Professional Development & Training Plans	This domain includes details for how things will operate in such areas as: • Provision of specific professional development for all staff • Provision of specific professional development for targeted staff • Mandatory Trainings • Identification of resources

Together, the three levels (Red, Yellow, Green), each level's guiding principles, and the five domains create a comprehensive plan that will govern how our schools operate within various conditions and parameters as set by the state of Maine through the Maine Department of Education and the CDC. The details for operation within each domain will be provided later in this document under Part VI.

Part V: Fully Remote Instructional Programs

The Gorham School Department believes strongly that the best instructional environment for students to learn is offered in our classrooms. We are excited about our ability to open schools in the Fall of 2021 to full 5 day per week programming for our students across grades K-12. .

For students who remain unable to attend school in person due to COVID 19, consideration for remote learning options would be made through either our Response To Intervention (RTI) team, Section 504 Team, or Special Education (IEP) Team after a referral for consideration is made by the parent/guardian to the school principal. Once a referral packet is received, the appropriate team will convene to discuss the concerns for the student, and determine if there is a need for additional accommodations or whether a fully remote program is in their educational best interest. Again, the district always has the goal of having students attend in-person instruction as the least restrictive environment.

In order for this referral to be considered, the following will need to be completed prior to meeting so that the team has the appropriate full information to consider:

Step 1: The parent/guardian of the student(s) or an adult student completes the “Referral Form”.

Step 2: The parent/guardian of the student(s) or an adult student reaches out to their licensed physician, nurse practitioner, physician assistant or mental health clinician to complete the “Remote Instruction Consideration by Physician Form”

Step 3: The parent/guardian of the student(s) or an adult student completes the “Authorization to Release/Exchange Information with Gorham School District Form”

Step 4: The parent/guardian of the student(s) or an adult student returns the forms found under steps 1-3 to the School’s Principal

Step 5: The school’s nurse will reach out to the student(s) licensed physician, nurse practitioner, physician assistant or mental health clinician to discuss possible accommodations that may be preferred to full remote instruction.

Step 6: The school’s nurse, guidance counselor, principal or the student’s case manager will reach out to schedule a meeting of the school-based team and family to discuss the referral, considerations, and impacts to make a decision on the need for remote instruction and develop a plan as needed. *Note: These meetings will take place in Mid-June and/or Late August, 2021.*

Families who are considering referring their child(ren) for full remote programming should first review the “Virtual Learning Programming Overview” that is the first page of the appendix documents found in the order listed below:

Appendix A: [Virtual Learning Programming Overview](#)
Appendix B: [Referral Form](#)
Appendix C: [Remote Instruction Consideration by Physician Form](#)
Appendix D: [Authorization to Release/Exchange Information with Gorham School District Form](#)

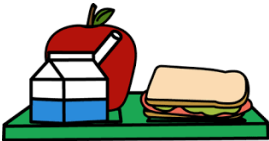
Part VI: Detailed Plans for Red, Yellow, and Green Pandemic Operations



GREEN OPERATIONAL DOMAIN

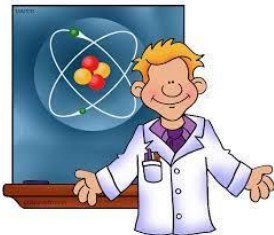
Transportation	Green Description
	- Bus capacity limits will be lifted. - All buses will operate daily for regular morning and afternoon runs across grades K-12. - Late Buses will also operate on regular schedules - Field Trips/Athletic Trips will be conducted utilizing school vans and buses. - Buses/vans will be cleaned and sanitized at least once daily. - At least four windows will remain open on each bus (two up front, 2 in back). If inclement weather, more windows can be cracked open to maintain air flow. - Face coverings will be required when riding a school bus and/or van per CDC guidelines. - Students will need to sanitize hands when boarding and exiting the bus. - Parent Pick up and Drop off procedures will remain the same as were in place spring, 2021, albeit we expect more students to ride the bus and less to be picked up/dropped off by parents. - Parents/families and staff will complete a health screening tool each morning before boarding buses or being dropped off at school. Negative responses to the screener may result in the student/staff member remaining home and contacting the school nurse for additional guidance. Daily screening tools will <u>not</u> be submitted to the school.

Facilities Sanitization	Green Description
	- Emphasis will be placed on students/staff sanitizing hands when entering/leaving spaces frequently. - Classrooms will be sanitized nightly - Emphasis will be placed on students/staff sanitizing hands when going to and coming from the playground. - Lockers may be used. - Water fountains may be used.
Facilities Use	Green Description
	- All regular facility use may resume. - Individuals/Organizations using school facilities must follow all applicable and up to date safety protocols as required by MDOE and MCDC. - Facilities will be rented using existing building use policies. - Students/staff will sanitize hands upon entering rooms. - Students/staff across grades K-12 will continue to wear face coverings while indoors at all times unless eating/drinking. - Physical distancing will not be required, although when eating physical distancing will be strongly encouraged and air purifying units will be added to each cafeteria space.
Facilities Maintenance	Green Description
	- Maintain PPE, Cleaning and Sanitizing inventory to six weeks of operations. - Ensure HVAC systems meet Maine CDC requirements for air circulation. - Maintain appropriate signage at all schools for hand sanitizing, traffic flow, physical distancing, etc. as required. - Ensure Plexiglass barriers are installed and properly maintained in high traffic areas such as admin. offices, etc.
Technology	Green Description
	- Students will have had their devices over the summer, so the first thing will be to utilize time during the month of September to collect and redistribute appropriate 1:1 devices to all students across grades K-12. - Generally speaking (with some exceptions), devices will be distributed as follows: • Gr. 9-12 Ipads • Gr. 6-8 Ipads (New MLTI) • Gr. 2-5 Chromebooks • Gr. K&1 Ipads

	- Devices will be assigned 1:1 to students so sharing of devices will be discouraged. - Students will be able to take devices home K-12, and in fact will be encouraged to do so as students/families may not know when they have to stay home to quarantine, etc.
School Nutrition	Green Description
	- Gorham Schools will continue to participate in the universal free breakfast and lunch program. - Breakfasts will be provided via “grab and go” style and students will proceed to assigned locations to eat breakfast. - A la carte items will return to GMS/GHS. - Regular school meals will return to the menu. - As a rule, we will not require physical distancing while operating in the green model. Air purifying units will be added to each cafeteria space. There <u>MAY</u> be times when 6 ft of physical distancing while eating returns. If this occurs, we will use same protocols as we did in Spring, 2021 and develop an A/B grouping system whereby students will eat in cafeterias, classrooms, tents or other assigned spaces to maintain distance. - Parents with Remote Learning Students and or parents of students who are home on quarantine should contact the SNP office for home meal delivery. <u>Links:</u> • Free & Reduced Meal Application • Pay Pams

GREEN INSTRUCTIONAL DOMAIN

K-5 Classroom Curriculum, Instruction & Assessment	Green Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Teachers will focus on trimester standards within each unit of our core curriculum in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - Allied Arts will follow the schedules outlined below: - Great Falls

	- Narragansett - Village School - Typical RTI, 504, IEP services will be provided as outlined in personalized education plans. - “Just In time” academic supports will be prioritized such as breakfast club programming. Links: Please include links for any example schedules or calendars, etc.
6-8 Classroom Curriculum, Instruction & Assessment	Green Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - Typical RTI, 504, IEP services will be provided as outlined in personalized education plans. - “Just In time” academic supports will be prioritized such as breakfast club or after school support programming. Links: Please include links for any example schedules or calendars, etc.
9-12 Classroom Curriculum, Instruction & Assessment	Green Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - Typical RTI, 504, IEP services will be provided as outlined in personalized education plans. - “Just In time” academic supports will be prioritized such as breakfast club or after school support programming.

	Links: Please include links for any example schedules or calendars, etc.
Online Platforms	Green Description
	- Even while operating in a “green” structure, there may be times during which individual students, classrooms, or entire teams may need to quarantine due to close contacts. - If an entire classroom is quarantined, students will continue learning remotely with their teacher instructing from a distance. - If a small subset of a classroom is quarantined, while the rest of the class is in person, Expectations for Continued Learning, will be utilized. - The following communication tools/platforms will be utilized to communicate expectations & assignments to students and families: • See Saw - Gr. K-2 • Google Classroom - Gr. 3-12 • Google meets and/or Zoom will be used for video conferencing as needed.
Gr. 6-8 Extra and Co-Curricular	Green Description
	- Extra and Co-Curricular programs will meet as they have traditionally, with the possibility of additional safety procedures added such as masking and possible physical distancing requirements as applicable/needed. - All federal/state guidelines and recommendations will be followed. Link: Please include links for any example schedules or calendars, guidelines, etc.
Gr. 9-12 Extra and Co-Curricular	Green Description
	- Extra and Co-Curricular programs will meet as they have traditionally, with the possibility of additional safety procedures added such as masking and possible physical distancing requirements as applicable/needed. - All federal/state guidelines and recommendations will be followed. Link: Please include links for any example schedules or calendars, guidelines, etc.

GREEN STUDENT SUPPORT DOMAIN:

Special Education	Green Description
	- Students will receive full IEP services. - Students will be assessed for current baseline data in the first 2-3 weeks of school for each goal area. They will be reassessed in October to determine if they have made gains in areas they had regressed in; data will be used to determine if additional services are required during the school year. - IEP team meetings will take place as usual via a combination of in person and online platforms.
504 Program	Green Description
	- Students will receive full 504 services. - 504 team meetings will take place as usual via a combination of in person and online platforms.
RTI Program	Green Description
	- Assess current skills and possible regression using benchmarking tools within the first 4 weeks of school. - Review/revise goals as needed. - Provide small group intervention lessons as outlined in personal learning plans. - School based RTI teams will continue to meet on a regular cycle to review student progress and tweak programming as needed. - IXL will be utilized to support individual students as a tier 2 intervention in school or for homework.

Gifted & Talented Program	Green Description
	- Regular G&T programming per Chapter 104 will resume following spacing and safety guidelines as applicable. - Personal Learning Plans will be followed by staff with GT staff providing small group support in collaboration with classroom teachers. - Optional enrichment activities will be available in person and online. - Regular identification procedures will be in effect.
Social/Emotional Support Programs	Green Description
	- Required individual service times will be provided. - Student support services staff will continue to meet with small groups to work on specific SEL skills. - K-2 SEL classroom programming will continue in allied arts rotation. - Student support services staff at each school will meet regularly to monitor student needs and identify specific supports to be provided at classroom or individual services levels.
School Nurse Clinics	Green Description
	- Isolation rooms will continue to exist and be utilized as needed for students/staff who may be experiencing COVID 19 symptoms. - Nurses & clinic aids will monitor return to school processes for students/ staff who are returning to school after having been out due to illness associated with COVID 19. - Nurses & clinic aids will provide guidance to school administration in identification of close contacts when positive cases associated with the school are identified. - Nurses & clinic aids will monitor and report any concerns regarding staff/student adherence to hygiene and safety practices in place to prevent the spread of COVID 19 in our schools. - School nurse clinics will continue to provide all other typical services to students such as distribution of approved medications, monitoring of student health, oversight of medical 504 services and accommodations, etc.

Adult Education	Green Description
	- Office staff will be onsite. Meetings will take place in person. Online classes/tutoring will be available options. - Self- screening form sent to student to fill out within 24 hours of each class Student Self-Screening Form - HiSET and other assessments will be conducted. - On-site enrichment classes will resume regular programming following all necessary safety protocols as are followed by schools during the regular school day for 12+ populations that have had full access to vaccines. - CTE programming will be offered adhering to Gorham and Westbrook school department safety guidelines.

GREEN HUMAN AND FISCAL RESOURCES DOMAIN:

Financial Oversight	Green Description
	- Central office is open for regular business hours and to in person appointments following all required safety protocols. - Finance Committee meetings will occur in person, using virtual options only when necessary. - New hire orientations will be scheduled for in person meetings as needed.
Staff Procedures for Sick Leave	Green Description
	- It will be expected that staff that wish to get vaccinated will become vaccinated against COVID 19 before the start of the school year. - Rules in existence prior to the pandemic will be in effect for use of sick leave. There will be no additional leave granted for quarantine time or illness time. Staff will be asked to utilize their existing sick leave. - If staff/students are vaccinated they do not need to stay home if they are a close contact. - If staff are asked to work from home, they will be paid for hours worked. This time must be approved by a supervisor.

Contract Considerations	Green Description
	- Ensure all existing contract language is followed. - GTA - MBCC - SAA

GREEN PROFESSIONAL DEVELOPMENT AND TRAINING DOMAIN:

Training for Professional & Support Staff	Green Description
	Training in the following core areas will be a continued focus: - Trauma Informed Practices - SEL - Use of NWEA to target instruction - Intervention Programs for students who may have fallen behind. - Utilization of technology to engage students across multiple platforms asynchronously and/or synchronously.
Sanitization Procedures Training	Green Description
	ALL STAFF will be fully trained on "COVID-101" which will include a review of this plan and specific training on safety and sanitization practices. • COVID-19 Training Power Point - Gorham School Nurses • Handwashing • Physical Distancing
Mandatory Trainings	Green Description
	Annual Mandatory Trainings will be provided to all staff: • Blood Borne Pathogens • FERPA • Crisis Response Training • VDT Trainings (for specific personnel) • Safety Care Training (for specific personnel) For New Hires:

	• Sexual Harassment • Hazardous Materials • Bullying • Mandated reporting If Maintenance Add: • PPE training • Aerial Lift • Lockout/Tagout If Science/Biology/Chemistry Add: • Chemical Safety
Training Resources	Green Description
	- Safe Schools Online Program. - School Nurses - MDOE - Technology Integrators - Colleagues and sharing from professional groups.

Part VII: Detailed Plans for Red, Yellow, and Green Pandemic Operations



YELLOW OPERATIONAL DOMAIN

Transportation	Yellow Description
	- Transportation routes will run on A/B grouping schedules. Group A students will attend school on Mondays and Wednesdays, Group B on Tuesdays and Thursdays and all students are virtual on Fridays. - Limits on bus capacity will be in place, allowing only one student per seat on a bus with the exception of siblings. - Parents are STRONGLY URGED to provide transportation to students. Bus/van transportation will be provided for those who cannot provide their own transportation K-12 - Students will be assigned to specific seats and bus windows will remain open to the extent possible to provide additional air exchange. - Van capacity will be limited to no more than 2 students while maintaining social distancing. Students will be assigned specific seats and van windows will remain open to the extent possible to allow for additional air exchange. - At least four windows will remain open on each bus (two up front, 2 in back). If inclement weather, more windows can be cracked open to maintain air flow. - Students must wear face coverings while on the bus. - Students will sanitize hands when they board and when they get off the bus. - Parent Pick up and Drop off procedures will remain the same as were in place spring, 2021. - No student pick up or drop off will be allowed inside of school buildings. - Bus/Vans will be cleaned and sanitized each morning and each afternoon. - Parents/families and staff will complete a health screening tool each morning before boarding buses or being dropped off at school. Any negative responses to the screener will result in the student/staff member remaining home and contacting the

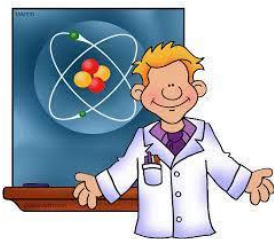
	school nurse for additional guidance. Parents/families and staff will <u>not</u> have to share screening results daily with the school. - Field Trips/athletic trips will be minimized.
Facilities Sanitization	Yellow Description
	- Non-essential furniture will be removed from classrooms. - Common touch surfaces will be sanitized daily. Emphasis will be placed on students/staff sanitizing hands when entering/leaving spaces frequently. - Classrooms will be sanitized nightly - CDC guidelines for disinfecting facilities will be followed: https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html - Playground equipment and objects will be sanitized daily. Emphasis will be placed on students/staff sanitizing hands when going to and coming from the playground. - School lockers will not be used by students in grades 6-12. - Students will only bring what they need for each day. - K-5 students will store personal items in individual totes or cubbies. - Learning materials will not be shared. - Students will be encouraged to bring water bottles to school each day and refill them using bottle refilling stations. - Numbers of students allowed in bathrooms at any given time will be limited and posted outside each bathroom based upon space. - Bathrooms will be cleaned and sanitized every 2-3 hours.
Facilities Use	Yellow Description
	- Parents/volunteers will not be allowed in buildings. - Buildings will not be allowed for public use, only school use. - All visitors must report to building office with face coverings to check in prior to conducting necessary business in schools. Visitors will be asked to complete a symptom self check upon arrival. Visitors will leave once their business has been conducted. - Numbers of individuals allowed in office areas at any given time will be limited. - Student traffic in hallways will be limited as much as possible throughout the day. - All Students/Staff will wear face coverings at all times during the school day when indoors. - 3 ft of physical distancing will be maintained by students and adults at all times, unless eating. - When eating, 6 ft of physical distance must be maintained. - Students/staff will sanitize hands upon entering rooms.

Facilities Maintenance	Yellow Description
	- Maintain PPE, Cleaning and Sanitizing inventory to six weeks of operations. - Ensure HVAC systems meet Maine CDC requirements for air circulation. - Maintain appropriate signage at all schools for hand sanitizing, traffic flow, physical distancing, etc. as required. - Ensure Plexiglass barriers are installed and properly maintained in high traffic areas such as admin. Offices, etc.
Technology	Yellow Description
	- Students will have had their devices over the summer, so the first thing will be to utilize time during the month of September to collect and redistribute appropriate 1:1 devices to all students across grades K-12. - Generally speaking (with some exceptions), devices will be distributed as follows: • Gr. 9-12 Ipads • Gr. 6-8 Ipads (New MLTI) • Gr. 2-5 Chromebooks • Gr. K&1 Ipads - Devices will be assigned 1:1 to students so sharing of devices will be discouraged. - Students will be able to take devices home K-12, and in fact will be encouraged to do so as students/families may not know when they have to stay home to quarantine, etc. - Google classroom will remain the common platform for communications with students across grades 3-12. See Saw will be the platform used for communications with students across grades K-2. - IXL will be utilized as an online instructional tool for students in grades K-8. Edmentum courseware will be utilized for students in grades 6-12. - Securely software is installed on all devices to ensure internet safety. - Email will become the primary method of communication between school and home. - Securely software will be installed on all school owned devices sent home to ensure internet safety. - Any use of Video Conferencing will follow <u>THESE PROTOCOLS</u>. - A Technology support “hotline” will be made available to all parents. (See <u>tech support information</u> for details). - Technology support ticket system will be utilized K-12 for all tech related problems. (See <u>tech support information</u> for details).

	- Integrators will focus on instructional support for teachers at their grade levels. - Systems network staff will provide technical assistance and ensure machines and systems are operational.
School Nutrition	Yellow Description
	- Gorham Schools will continue to participate in the universal free breakfast and lunch program. - Students will be grouped into A/B cohorts. When student cohorts are in school meals will be provided in school, when student cohorts are learning at home, meals will be provided at home. - Pre bagged meals will be provided in school and at home. A-la-carte items MAYnot be offered. <u>Links:</u> • Free & Reduced Meal Application • Pay Pams • Parents with Remote Learning Students should contact the SNP office for home meal delivery

YELLOW INSTRUCTIONAL DOMAIN:

K-5 Classroom Curriculum, Instruction & Assessment	Yellow Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Teachers will focus on trimester standards by determining and teaching the most essential lessons within each unit of our core curriculum in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - Allied Arts will follow the schedules outlined below: - Will need to develop a double color schedule like this year. - Great Falls - Narragansett - Village School Schedule - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. <u>Links:</u> Please include links for any example schedules or calendars, etc.

	• K-5 Yellow and Red Instructional Guidelines and Sample Schedules
6-8 Classroom Curriculum, Instruction & Assessment	Yellow Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Teachers will focus on quarterly standards by determining and teaching the most essential lessons within each unit in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. Links: Please include links for any example schedules or calendars, etc.
9-12 Classroom Curriculum, Instruction & Assessment	Yellow Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Teachers will focus on quarterly standards by determining and teaching the most essential lessons within each unit in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. Links: Please include links for any example schedules or calendars, etc.

Online Platforms	Yellow Description
	- For students learning during their at home learning days, The following communication tools/platforms will be utilized to communicate expectations & assignments to students and families: • See Saw - Gr. K-2 • Google Classroom - Gr. 3-12 • Google meets and/or Zoom will be used for video conferencing as needed. - If a small subset of a classroom is quarantined, while the rest of the class is in person, Expectations for Continued Learning, will be utilized.
Gr. 6-8 Extra and Co-Curricular	Yellow Description
	- Middle School Athletics may be limited in numbers and types of contests played. Additional safety rules as determined by MPA and Maine CDC may also apply. - Extra Curricular programs may be moved to meet virtually. - All existing state guidelines and recommendations will be followed.
Gr. 9-12 Extra and Co-Curricular	Yellow Description
	- GHS athletics will continue but will have to follow additional safety guidelines and protocols as determined by MPA and Maine CDC. - Spectators may be limited or not allowed at all depending upon safety conditions. If spectators are limited, events will be live streamed. - Competitions may also be limited to regional levels. - Extra Curricular programs will be moved to meet virtually. - All state guidelines and recommendations will be followed.

YELLOW STUDENT SUPPORT DOMAIN:

Special Education	Yellow Description
	- The intent of the IEP will be followed and staff will work to deliver as much of the IEP ordered services as they can with all COVID safety protocols (barriers are spacing, staffing and transportation concerns) followed as best as possible and additional PPE provided when needed. - Students with significant disabilities in the Functional Life Skills programs who have 60% or more of their day in special education services will attend their program all days that the school is open; - Service times offered will be discussed and determined with parents and an Individualized Remote and Hybrid Learning Plan developed - Students in the Resource Room programs will have time offered on their non-in-person day to receive their services either remotely or in-person; the in-person option will be given to those students with a significant amount of service time and for those students that remote learning did not work well for as demonstrated by collected data. The in-person option will be limited due to staffing and transportation; students will only be in school on those days for their special services, not for regular education classes - All students will be assessed for current baseline data in first month of school for each goal area; they will be reassessed in mid-late October to determine if they have made gains in areas they had regressed in due to COVID impact; data will be used to determine if extra help is needed during school year - Some programs/students require work that does not allow for the 3 foot minimum; in these cases, face covering must be worn with staff option to use gloves and face shield; portable plexiglass table top screens that can be used between staff member and student when needing to sit close (such as speech articulation, evaluators, etc..) should be used, as well as face shields (Safety Care protocols will continue to be followed) - IEP Meetings will take place via online platform with staff allowed to take part together spread out in a large space or in own individual spaces; if parent/guardian wishes to have an in-person meeting, the school will schedule this in a space that allows for 3 foot distance between members (some team members may need to join via online) - Evaluations will take place in-person with students following all safety protocols; interviews with family members may take place via zoom, phone call

	- Assessments that can be done via online platform may be utilized Link: SAMPLE IRHLP including videos/packets
504 Program	Yellow Description
	- All plans will continue to be followed by teachers and students Meetings will take place via online platform with staff allowed to take part in a large space; should a parent/guardian wish for the meeting to take place in-person, the school will schedule it in a room with space to allow 3 foot distancing; some members may need to attend via online Evaluations will take place in-person with students following all safety protocols; interviews with family members may take place via zoom, phone call - Assessments that can be done via online platform may be utilized
RTI Program	Yellow Description
	- Assess current skills, and move instruction forward - Assess skills using benchmarking tools while students are at school - Review/revise goals, as needed - Provide small group intervention lessons at school 2x/ wk (following spacing guidelines) - Provide reinforcement work at home, should take about 20 minutes per day Links: Learning Lab K-5 Yellow and Red Guidelines and Schedule Samples
Gifted & Talented Program	Yellow Description
	GT support will be provided to all qualifying students via hybrid learning model following physical distancing and safety guidelines: - Enrichment and acceleration activities will be available on-line. - Following physical distancing guidelines, small group intervention lessons will take place at school and on-line to provide cluster-grouping between buildings and to implement student learning plans.

	• Individual Learning Plans will be followed by classroom teachers with GT staff providing support in collaboration with classroom teachers. • Identification procedures may be impacted due to delays in site based test data during hybrid learning. Links: Please include links for any example schedules or calendars, guidelines, etc.
Social/Emotional Support Programs	Yellow Description
	- Required individual service times will be provided. - Student support services staff will continue to meet with small groups to work on specific SEL skills either while students are in school or while students are home via zoom/google meets. - K-5 SEL classroom programming will continue in allied arts rotation. - Student support services staff at each school will meet regularly to monitor student needs and identify specific supports to be provided in the classroom, at home or other individual supports. Links: Please include links for any example schedules or calendars, guidelines, etc.
School Nurse Clinics	Yellow Description
	- Isolation rooms will continue to exist and be utilized as needed for students/staff who may be experiencing COVID 19 symptoms. - Nurses & clinic aids will monitor return to school processes for students/ staff who are returning to school after having been out due to illness associated with COVID 19. - Nurses & clinic aids will provide guidance to school administration in identification of close contacts when positive cases associated with the school are identified. - Nurses & clinic aids will monitor and report any concerns regarding staff/student adherence to hygiene and safety practices in place to prevent the spread of COVID 19 in our schools. - School nurse clinics will continue to provide all other typical services to students such as distribution of approved medications, monitoring of student health, oversight of medical

	504 services and accommodations, etc.
Adult Education	Yellow Description
	- Office staff will work on site, with occasional hours working from home. - Buildings will be restricted to only required and assigned students and staff. - Meetings will take place remotely - Online classes/tutoring will be an available option - Schedule HiSET & other Assessments - o self-screening form sent to student to fill out within 24 hours of appointment Student Self-Screening Form - o student wears face covering upon entry - goes straight to testing site - o hand sanitizers used by student and staff upon entry and at various intervals - o one-on-one - maintain appropriate physical distancing at all times - o staff sanitizes before and after student - Enrichment classes will be encouraged to offer online/virtual options - Enrichment on-site classes - o limit to 10 individuals (including instructor) unless classroom space allows more - o Schedule classes with breaks between to allow sanitizing of room/space - o physical distancing - separate desks appropriate distance - o Masks will be worn by students and staff while inside of buildings. - o staff sanitizes before and after each class - CTE classes will be in accordance to Gorham and Westbrook joint guidelines

YELLOW HUMAN AND FISCAL RESOURCES DOMAIN:

Financial Oversight	Yellow Description
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	• Central Office employees work onsite to support schools and staff. If work can be done at home and support is not needed, work from home will be encouraged to reduce risk, however central office will remain open to the public. • Some financial reports are printed and distributed so proper signed authorizations can be obtained. • Financial reports that can be submitted electronically will continue to do so. • Purchase requests are submitted, approved, and PO's are issued electronically • New hire orientations are being scheduled in one on one appointments. Masks must be worn • Budget requests are submitted electronically; meetings are held virtually to reduce risk. • Finance Committee continues to meet but via zoom. • Finance Committee reviews warrants and provides verbal approval with signatures to be gathered at a later date.
Staff Procedures for Sick Leave	Yellow Description
	- It will be expected that staff that wish to get vaccinated will become vaccinated against COVID 19 before the start of the school year. - Rules in existence prior to the pandemic will be in effect for use of sick leave. There will be no additional leave granted for quarantine time or illness time. Staff will be asked to utilize their existing sick leave. - If staff are asked to work from home, they will be paid for hours worked. This time must be approved by a supervisor.
Contract Considerations	Yellow Description
	- Ensure all existing contract language is followed. - GTA - MBCC - SAA

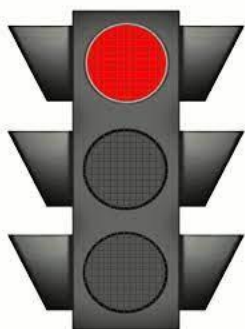
YELLOW PROFESSIONAL DEVELOPMENT AND TRAINING DOMAIN:

Training for Professional &	Yellow Description
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Support Staff	
	Training in the following core areas will be a continued focus: - Trauma Informed Practices - SEL - Use of NWEA to target instruction - Intervention Programs for students who may have fallen behind. - Utilization of technology to engage students across multiple platforms asynchronously and/or synchronously.
Sanitization Procedures Training	Yellow Description
	ALL STAFF will be fully trained on "COVID-101" which will include a review of this plan and specific training on safety and sanitization practices. • COVID-19 Training Power Point - Gorham School Nurses • Handwashing • Physical Distancing
Mandatory Trainings	Yellow Description
	Annual Mandatory Trainings will be provided to all staff: • Blood Borne Pathogens • FERPA • Crisis Response Training • VDT Trainings (for specific personnel) • Safety Care Training (for specific personnel). For New Hires: • Sexual Harassment • Hazardous Materials • Bullying • Mandated reporting If Maintenance Add: • PPE training • Aerial Lift • Lockout/Tagout If Science/Biology/Chemistry Add: • Chemical Safety
Training Resources	Yellow Description

	- Safe Schools Online Program. - School Nurses - MDOE - Technology Integrators - Colleagues and sharing from professional groups.
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Part VIII: Detailed Plans for Red, Yellow, and Green Pandemic Operations



RED OPERATIONAL DOMAIN

Transportation	Red Description
	- Students will be learning entirely from home. - Buses/vans will not be used for regular transportation as school facilities will be closed. - Some students with highly specialized needs may still be transported via van to special programs. - School vans may be used to transport food for home meal delivery programs. - School bus/van drivers may be used to transport food for home meal delivery programs. - Vehicles used for meal deliveries will be sanitized before and after use.
Facilities Sanitization	Red Description



- Custodians will provide sanitization of [common touch surfaces](#) used during the day at least twice each day (i.e. photocopiers, doors handles, phones, stair railings, etc.)
- Custodians may begin doing “deeper cleaning” in areas not utilized by staff for example: Refinishing gym floors, waxing floors of hallway/lobby areas, etc.
- Signage will be placed at office and classroom spaces. Staff utilizing areas will note time of occupancy so custodians can sanitize areas after use.
- Staff using facilities will follow [these guidelines](#).

Facilities Use

Red Description



- Buildings will be closed to use by the public.
- No facilities will be rented.
- Building Principal offices will remain open. Other staff MAY be allowed to work from the building if pre-approved by the building principal and while following [these guidelines](#).
- SNP workers will be allowed in daily to perform required functions of providing SNP programs to students and families.

Facilities Maintenance

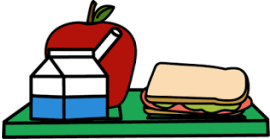
Red Description



- Buildings will remain closed to the public, limited staff will be allowed into the facilities.
- Facilities maintenance will continue to operate HVAC systems periodically to maintain proper ventilation of buildings to reduce the potential of mold.
- Facilities maintenance will continue to run water periodically through the systems to keep pipes from drying out.
- PPE, cleaning and disinfecting supplies will be reestablished to maintain inventory of 6 weeks of products.

Technology

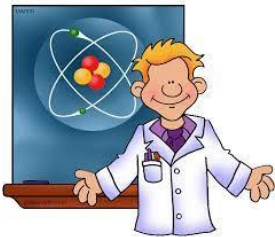
Red Description

	- Grades K-12 will have 1:1 devices for utilization at home: • Gr. 9-12 Ipads • Gr. 6-8 Ipads (New MLTI) • Gr. 2-5 Chromebooks • Gr. K&1 Ipads - Google classroom will remain the common platform for student work in grades 3-12. - See Saw will be the platform for student work in grades K-2. - IXL will be utilized as an online instructional tool for students in grades K-12. - Email will become the primary method of communication between school and home. - Securely software will be installed on all school owned devices sent home to ensure internet safety. - Any use of Video Conferencing will follow THESE PROTOCOLS. - A Technology support "hotline" will be made available to all parents. (See tech support information for details). - Technology support ticket system will be utilized K-12 for all tech related problems. (See tech support information for details). - Integrators will focus on instructional support for teachers at their grade levels. - Systems network staff will provide technical assistance and ensure machines and systems are operational. - Additional specific training will be provided as indicated by staff need on an ongoing basis.
School Nutrition	Red Description
	- Gorham Schools will continue to participate in the universal free breakfast and lunch program. - When students are learning at home, meals will be provided at home. <u>Links:</u> • Free & Reduced Meal Application • Pay Pams • Parents should contact the SNP office for home meal delivery

RED INSTRUCTIONAL DOMAIN:

K-5 Classroom Curriculum, Instruction & Assessment	Red Description
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	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Learning will be facilitated entirely via distance. - Teachers will focus on trimester standards by determining and teaching the most essential lessons within each unit of our core curriculum in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - Allied Arts will follow the schedules outlined below: - Great Falls - Narragansett - Village School Schedule - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. Links: Please include links for any example schedules or calendars, etc. • K-5 Yellow and Red Instructional Guidelines and Sample Schedules
6-8 Classroom Curriculum, Instruction & Assessment	Red Description
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Learning will be facilitated entirely via distance. - Teachers will focus on quarterly standards by determining and teaching the most essential lessons within each unit in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. Links: Please include links for any example schedules or calendars, etc.
9-12 Classroom Curriculum, Instruction &	Red Description

Assessment	
	- Focus points for instruction will first prioritize SEL and skill reinforcement and once those foundations are strong, academics. - Learning will be facilitated entirely via distance. - Teachers will focus on quarterly standards by determining and teaching the most essential lessons within each unit in all content areas. - Classrooms will follow processes/procedures as outlined in our Gorham Teaching & Learning System Handbook. - Grading & Assessment practices will follow our Grading Guide - RTI, 504, IEP services will be provided as outlined in personalized education plans. Schedule adjustments may need to be made. Links: Please include links for any example schedules or calendars, etc.
Online Platforms	Red Description
	- The following communication tools/platforms will be utilized to communicate expectations & assignments to students and families: • See Saw - Gr. K-2 • Google Classroom - Gr. 3-12 • Google meets and/or Zoom will be used for video conferencing as needed.
Gr. 6-8 Extra and Co-Curricular	Red Description
	- Extra and Co-Curricular programming will move to remote participation plans. There would be no face to face practices, competitions or meetings.
Gr. 9-12 Extra and Co-Curricular	Red Description

	- Extra and Co-Curricular programming will move to remote participation plans. There would be no face to face practices, competitions or meetings.
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RED STUDENT SUPPORT DOMAIN:

Special Education	Red Description
	- The intent of the IEP will be followed and staff will work to deliver as much of the IEP ordered services as they can via distance learning; service times offered will be discussed and determined with parents and an Individualized Remote and Hybrid Learning Plan developed - Students with significant special needs who are placed in out of district placements will continue those placements. Students who typically spend 60% or more of their time in specialized programming may be invited into the buildings for specific face to face programming with transportation provided on a limited basis and as transportation and staffing allow - IEP Meetings will take place via online platform with staff allowed to take part together spread out in a large space or in own individual spaces - Evaluations will take place in-person with students following all safety protocols; interviews with family members may take place via zoom, phone call • Assessments that can be done via online platform may be utilized Links: SAMPLE IRHLP including videos/packets
504 Program	Red Description
	- All plans will continue to be followed by teachers and students - Meetings will take place via online platform with staff allowed to take part in a large space - Evaluations will take place in-person with students following all safety protocols; interviews with family members may take place via zoom, phone call • Assessments that can be done via online platform may be utilized

	Links: Please include links for any example schedules or calendars, guidelines, etc.
RTI Program	Red Description
	- Maintaining current skills, and move instruction forward - Assess skills remotely using benchmarking tools, as feasible - Review/determine remote learning goals to move student forward - Create learning materials to email and/or schedule staggered pick up (per admin). - Provide virtual lessons based on PLP goals, 2 times per week. - Lessons and/or work at home should take about 20 minutes per day Links: Please include links for any example schedules or calendars, guidelines, etc. Learning Lab K-5 Yellow and Red Guidelines and Schedule Samples
Gifted & Talented Program	Red Description
	GT support will be provided to all qualifying students via remote learning mode: • Enrichment and acceleration activities will be available on-line. • Small group intervention lessons will take place via distance to provide cluster-grouping between buildings and to implement student learning plans. • Individual Learning Plans will be followed by classroom teachers with GT staff providing support in collaboration with classroom teachers. • Identification procedures may be impacted due to delays in site based test data during remote learning. Links: Please include links for any example schedules or calendars, guidelines, etc.
Social/Emotional Support Programs	Red Description

	- Required individual service times will be provided via distance - Student support services staff will continue to meet with small groups to work on specific SEL skills while students are home via zoom/google meets. - K-5 SEL classroom programming will continue in allied arts rotation. - Student support services staff at each school will meet regularly to monitor student needs and identify specific supports to be provided in the classroom, at home or other individual supports. Links: Please include links for any example schedules or calendars, guidelines, etc.
School Nurse Clinics	Red Description
	- Clinics will be closed during this time. - Nurses will be available to serve in a consulting role to the Superintendent and other school/district level leaders to aid in decision making processes. - School Nurses will remain in contact with State School Nurse advisors, CDC and local medical professionals to assist in monitoring conditions. - Nurses will conduct outreach to high risk families to ensure medical needs are being met.
Adult Education	Red Description
	- Office staff works remotely from home - Meetings will take place remotely (Zoom/Google Meets) - Provide online tutoring/classes (Webex, phone, Odysseyware, HiSET Academy) - Assessments will be done remotely as possible - Provide online enrichment classes where possible; cancel classes that cannot be done remotely.

RED HUMAN AND FISCAL RESOURCES DOMAIN:

Financial Oversight	Red Description
	- Some Central Office employees may be asked to work onsite to support schools and staff. If work can be done at home and support is not needed, work from home will be encouraged to reduce risk. The Central Office will be closed to the public. - Financial reports will be distributed electronically

	- Purchase requests are submitted, approved, and PO's are issued electronically - New hire orientations are being scheduled virtually in small groups or one on one by appointment. - Budget requests are submitted electronically and meetings are held virtually to reduce risk. - Finance Committee continues to meet but via zoom. - Finance Committee reviews warrants and provides verbal approval with signatures to be gathered at a later date.
Staff Procedures for Sick Leave	Red Description
	- It will be expected that staff that wish to get vaccinated will become vaccinated against COVID 19 before the start of the school year. - Rules in existence prior to the pandemic will be in effect for use of sick leave. There will be no additional leave granted for quarantine time or illness time. Staff will be asked to utilize their existing sick leave. - If staff are asked to work from home, they will be paid for hours worked.
Contract Considerations	Red Description
	- Ensure all existing contract language is followed. - GTA - MBCC - SAA

RED PROFESSIONAL DEVELOPMENT AND TRAINING DOMAIN:

Training for Professional & Support Staff	Red Description
	Training in the following core areas will be a continued focus: - Trauma Informed Practices - SEL - Use of NWEA to target instruction - Intervention Programs for students who may have fallen behind. - Utilization of technology to engage students across multiple platforms asynchronously and/or synchronously.

Sanitization Procedures Training	Red Description
	ALL STAFF will be fully trained on “COVID-101” which will include a review of this plan and specific training on safety and sanitization practices. • COVID-19 Training Power Point - Gorham School Nurses • Handwashing • Physical Distancing
Mandatory Trainings	Red Description
	Annual Mandatory Trainings will be provided to all staff: • Blood Borne Pathogens • FERPA • Crisis Response Training • VDT Trainings (for specific personnel) • Safety Care Training (for specific personnel). For New Hires: • Sexual Harassment • Hazardous Materials • Bullying • Mandated reporting If Maintenance Add: • PPE training • Aerial Lift • Lockout/Tagout If Science/Biology/Chemistry Add: • Chemical Safety
Training Resources	Red Description
	- Safe Schools Online Program. - School Nurses - MDOE - Technology Integrators - Colleagues and sharing from professional groups.

Part IX: Movement between Levels (Red, Yellow and Green)

The decision to move from one level to another will be the Superintendent's decision. Whenever a move takes place for any reason, the Superintendent will notify the School Committee and the community of the need to move as quickly as deemed necessary from one level to another and provide details on how transitions will occur.

The 2021-22 School Year will begin operations within the "Green" model across grades K-12. As long as data demonstrates that COVID 19 is not transmitting within the schools, the likelihood is high that we will remain primarily in the "Green" model of instruction across all schools. Individual students, small groups, classrooms, or grade levels may be placed in the "Red" instructional model temporarily due to close contacts to a positive case of COVID 19. Students/staff who have been vaccinated and remain asymptomatic after a potential exposure will not have to quarantine.

Part X: Public Data and Communication

The Gorham School Department will continue to make summary information related to COVID 19 publicly accessible. We will maintain our COVID 19 informational website and include on it a summary of active cases associated with each school as well as a summary for the total number of positive cases associated with schools over the course of the school year. Additionally, monthly data on the number of students/staff experiencing symptoms or who have been impacted by close contacts will also be shared by K-5 and 6-12 grade levels. We will be unable to share more detailed data than what is described above due to concerns regarding confidentiality and potential HIPAA violations.

You can find out COVID 19 informational website by going to our district website (www.gorhamschools.org) and looking to the top right tab that reads "COVID 19 Info.) and clicking there.

Part XI: Ongoing Review

The GSD health review will be a fluid process, which will consider all data components listed above. Rather than set target review dates that may or may not coincide with meaningful changes in data, the Superintendent is tasked with ongoing monitoring of GSD's Health and Operational Metrics and determining when data indicate the need or ability to adjust the instructional mode. The goal will be to always operate within or as close to the green model as possible given the Health and Operational Metrics and our abilities to meet the requirements laid out in the MDOE's guidance and recommendations.

When moving between the Red and Yellow designations, and/or when moving from a Green designation directly to a Red designation, very little time will be required to reset classrooms and/or learning experiences so these moves can occur relatively fluidly throughout the course of the year. However, when moving between the Yellow to Green or from Green to Yellow designations, some time may be required to add classroom furnishings or remove classroom furnishings. A period of up to 3 days may be needed to make these moves.

At all times the Superintendent of Schools will be in close communications with school nurses, our school physician, with the MDOE, and with CDC to assist in making informed decisions regarding the safety of our schools to operate within any given model.

Have Questions?

Please contact Superintendent of Schools Heather Perry at: heather.perry@gorhamschools.org or Assistant Superintendent of Schools Brian Porter at brian.porter@gorhamschools.org