Phase 4 Reopening Plan
March 2021

**Vision Statement**

**Who are we as a school?**
High Tech High is a fiercely progressive, project based, equity driven learning community. We value thoughtful hands-on work that connects the outside world to classroom learning in a way students find meaningful and authentic.

**What are our hopes for students during Phase 4?**
To be able to provide the structure and support that students need to re-engage with school and finish the semester on a stronger note.
To build school culture in our students so they have a sense of belonging again
To work alongside students on projects related to this learning

**What do we want our learning approach to say about us?**
Our learning approach will reflect our values – community, authentic work, equity, and collaboration. When we bring students in it will not be to sit on zoom lessons, but rather to engage in work that sets High Tech High Apart from other schools. Moreover, we want students to feel that:

- They are seen, known, and cared for
- Learning can and will continue
- The school is here to support their physical and social-emotional well-being
- They are an important part of our learning community
April 6th: All teachers are back in the building
- 9th & 12th grade students work Asynchronously with daily expectations
- 9th & 12th grade teachers work to prepare for in-class learning
- Students in grades 10, 11 work remotely as usual

April 12: 12th grade returns
- Seniors will be invited to come in 2 days per week.
- Seniors will be in AM, synchronous online learning in PM.
- Seniors will be in for 4 weeks before Endersession begins.

April 19th: 9th grade returns
- Return on April 19th (because Seniors will start there on the 12th)
- Roomies (in-school students) and Zoomies (distance learning students)
- Dedicated synchronous teacher time for Zoomies
- 2 days in building, 2 days async, Friday synchronous or field trips.
- 4 cohorts per team.

April 26: 10th grade & 11th grade returns
- 11th grade students will be 1 day / week for Bio Labs
- 10th grade considering 1 or 2 day schedules.
Dear Families and Students,

I’m pleased to inform you that we will bring back students beginning **Monday, April 12th** for hybrid learning (typically students will be in school **two** days of in person instruction per week). All students may take part in hybrid learning. Please see below for additional information.

*Students will be dropped off at 8:45AM and picked up or leave campus by 3:00 pm for full day students, 12:00 for half day students
*Students will complete the COVID screening each day before beginning class.
*Students should bring a water bottle and dress comfortably for outdoor learning. Hats and sunscreen are encouraged.
*Lunch will be available each day. Snacks and other non-microwavable food from home are permissible.
*Students may not leave to go into Liberty Station for lunch or snacks. They are to stay on campus until they sign out for the day.
*Students must remain in their stable group of up to 25 peers. They may not interact with members from other stable groups.

We will adhere to all the COVID safety requirements outlined by the CDE. Students will need to wear masks at all times while on campus except while eating or drinking. We will also ask you to sign a Health and Safety agreement, vowing to be truthful about COVID screening and test results. All vaccinations will need to be up to date and flu shots are highly recommended.

We are looking forward to seeing students learn, grow, and socialize in a safe manner.
With around two thirds of our community responding, we feel able to plan accordingly, making sure to include our community’s voice as a foundation for our planning.

Are your interested in sending your child to school for in-person learning?

322 responses

61% of our families who responded are interested in bringing their students back for in-person instruction. 15% would like their students to remain at home for the remainder of the school year. 24% of our families remain unsure.

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<tr>
<th>Schedule</th>
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General Schedule 2 room setup, 4 cohorts (C1...C4) Students in 2 days per week:

<table>
<thead>
<tr>
<th>Period 1 9 - 10:30</th>
<th>Monday</th>
<th>Tuesday</th>
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<tbody>
<tr>
<td>C1: Math</td>
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<td>C3: Math</td>
<td>C3: Math</td>
<td>ASYNC</td>
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<tr>
<th>Period 2 10:45 - 12:15</th>
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<th>Tuesday</th>
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<tr>
<th>LUNCH 12:15 - 1:00</th>
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<tr>
<th>Period 3 1:00 - 2:30</th>
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<tr>
<td>AC help</td>
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Alternative – Monday is a day to set up work for the week. 4 cohorts per team

<table>
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<tr>
<th>Period 1</th>
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<tr>
<td>9 - 10:30</td>
<td>C3: Math</td>
<td>C1: Math</td>
<td>C3: Math</td>
<td>C1: Math</td>
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<td></td>
<td>C4: Hum</td>
<td>C2: Hum</td>
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<td>C4</td>
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<td>C4: Math</td>
<td>C2: Math</td>
<td>C4: Math</td>
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<td>SYNC</td>
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End of day | AC help | AC help | Advisory  | AC help  | AC help |

Detailed Schedule (INTERNAL VIEWERS ONLY)

Link to individual grade level / Team plans:

9th grade:  
https://docs.google.com/document/d/1CbLwSLlANm7NfUpFbPUykWvXXe4-zslIKJwbZYP4Yp4/edit?usp=sharing

10th grade:  
https://docs.google.com/spreadsheets/d/1z3sTWBrR1X6UmSdeqkCn4AGsvCyXVkIxj1leDWHPraA/edit?usp=sharing

11th grade:  
https://docs.google.com/spreadsheets/d/1jktPSskxVjEmFWy8pZn5L9PlmtZO6_4RVKN3X6_xUJ/edit?usp=sharing

12th grade (Tara/Lucera/Wayne/Sarah):  
https://docs.google.com/document/d/1wP7-PUNgabSmIPbVXjNyLTWY020peg8lrB2DEwZAq4/edit?usp=sharing
Hybrid In-Person Learning

The emphasis will be on having students work with teachers on hands on work, project work & building school culture.
## Distance Learning

Depending on teaching team, **in-school** students will get:

- **2 asynchronous** days & **1 synchronous** distance learning day in addition to **2 in-school days**.
- **1 asynchronous** days & **2 synchronous** distance learning day in addition to **2 in-school days**.
- **1 asynchronous** days & **3 synchronous** distance learning day in addition to **1 in-school day**.
- **100% distance learning** students will receive **4 synchronous** and **1 asynchronous** day each week. This schedule will be unchanged from the model we have before spring break.

## Outdoor Classrooms

Request has been made to our HOA regarding large tents. Many classrooms on the East side of the building have roll-up garage doors that lead to usable outdoor spaces. There are a number of other classrooms that have direct access to outside spaces. We will use portable 10’ x 10’ tents to provide shade where necessary.

## Inclusion & Intervention Groups

Each grade will have a dedicated “Small Group Area” for Ed specialists and academic coaches to work with high needs students, and students who require extra remediation, or extra in-school time.

## Distance Learning ONLY Option

Families who opt in for the 100% distance learning model will join live lessons virtually for the same number of weekly minutes as they are receiving currently. We are committed to the idea that no student should receive an inferior educational experience because of their decision to remain home.
Hybrid Distance Learning

Families who opt in to a hybrid in-person learning experience at HTH will have an opportunity to come to school starting in April. We will be using a tiered approach to reopening. The first weeks in April, students will have an opportunity to come into campus and get reacquainted with in-person schooling before beginning a consistent hybrid schedule at the end of April.

Arrival Procedures

Check In Procedure (Vanessa, Marcus & Andrew)
1. Take student's temperature (or have them self temp check via wall mounted unit)
2. Ask entry questions
   - Do you have a new cough, nasal congestion, or runny nose?
   - Are you experiencing shortness of breath or difficulty breathing?
   - Are you having new muscle pain or fatigue?
   - Do you have a headache (that is not normal for you)?
   - Do you have a sore throat?
   - Are you experiencing a new loss of taste or smell?
   - Are you experiencing nausea, vomiting, abdominal pain, or diarrhea?
   - Do you have a new rash?
   - Have you been exposed to anyone who has been tested positive for COVID-19 in the last 2 weeks?
3. Use hand sanitizer
4. Send students to classroom/outdoor workspace one at a time
5. Dismiss students and remind them to avoid contact with other groups

Will examine opening extra entry points as we progress.

Snack/Break/Lunch

Half Day Students (11th grade, 12th grade (John/Pat)) will depart at lunch time.

Full day students (9th grade, 10th grade, 12th grade (Lucera/Tara)): Staggered lunch times, dedicated outdoor space for each team. Spaces are:
Team Aguirre - Outside Fishbowl on grass (south side)
Team Ruff - East Side of HTH by Fishbowl garage door
Team Strong - East Side of bldg by Engineering Room Garage door.
Team Borek - East Side of bldg by Chem Room Garage door.
Team Griffin - west Side of bldg by Griffin / Evans exterior doors.
Team Lucera/Tara - East Side of bldg behind Tara's room
### Cleaning

**Classroom:**
- All students must use hand sanitizer each time they enter the classroom
- Students must go straight to their labeled table and chair
- Students will be seated a safe distance away from each other (4-6ft, chair to chair)
- Each student’s supplies (paper, pencil, computers and headphones) will be kept on the students’ desk.

**End of the Day Cleaning**
- Teacher will spray cleaner on each table and chair
- Teacher will spray paper towels with cleaner to wipe down electronics such as Chromebooks and laptops
- Student will wipe down learning areas with a paper towel. Facilities will decontaminate with fogger any space where students enter at day’s end.

**Water & Food**
- Students will bring reusable water bottles to keep on their desks
- The only time they may remove their masks indoors is to take a drink of water. They must immediately put their mask back on after drinking.
- Snacks and lunch must be eaten outside during designated break times.
- Lunch brought by students may not be microwaved on campus

**Materials:**
Each student will have his or her own computer that will not be shared. Teachers will each be provided with sufficient funds to purchase individual student supplies.

### Health and Safety

**In the classroom:**
Desks and chairs set up for individual use, distanced 4 to 6 feet apart.
Cleaning supplies available for each student to wipe down their area as needed.
Two doors available at most classrooms in use to enter & exit separately.
Teachers will pass out any materials and/or technology needed by students.
No sharing or exchanges of materials or tools amongst students.
All items to be wiped down by the student prior to returning to the teacher.

**Bathrooms:**
Stalls and sinks have been marked off to ensure social distancing.
Stickers placed on floor for social distancing in case of a line.
Will minimize the number of students going to the bathroom at once by staggering times by classroom, reminding students to use the bathroom at specific times.
### Student/Family Protocols & Expectations

- Completed e-Collect Family Agreement on Powerschool before entering the school building
- No parents or siblings will be allowed in the building
- **Mitigation protocol** at school entry
- Everyone wears masks at all times, including outdoors (with the exception of lunch time)
- Everyone must maintain a social distance of 6 ft at all times
- Everyone should wash their hands or use hand sanitizer upon entry and exit of the classroom or building.
- Students remain in cohorts while on campus at all times

### Staffing/Supervision

- As in normal times, the stable group should have one adult teaching and supervising students.

  - Responsibilities include:
    - Working within line of sight of the stable group
    - Giving reminders to stay on task and remain vigilant with safety
    - Grade levels: communicate for how you will utilize support staff

### Contingency Plans & Decision Tree

If a child is showing symptoms at school, they will go to the **isolation area (currently the small classroom near the front desk)**.

- **Safety Protocols**
- Every staff member will be tested for COVID-19 as students return to in-person instruction. Testing will be provided by HTH on campus free of charge.
- All fully immunized staff (2 doses of Pfizer, 2 doses of Moderna, or 1 Johnson & Johnson) will not require as frequent COVID-19 tests.
- All Directors, Deans, and Site Managers will go through Decision Tree training for COVID screening. The Decision Tree includes the contingency and mitigation guidance for when students and staff members become infected or are potentially exposed to the virus.
- For students with a chronic condition (i.e., allergies, sinuses, chronic cough, etc.), parents must submit Chronic Medical Condition Form, filled out by student’s PCP, to the site manager prior to the first day on campus.

**In case of sick student**

- Student will enter the Isolation Area
• Parents will be called and asked to pick up the student immediately.

• The student may return to school: Parents will be given instructions to meet one of the 3 criteria to return to campus based on specific students’ situation and the current decision tree protocol/timeline. (see hive for current doc)
Academic Coaches

HTH currently has 9 teaching teams and 8 Academic coaches. By opening we expect to have 1 additional AC, so that each team can have a dedicated AC for students.

TO DO

- Laptop Inventory
- Parent letter to send out includes the following:
  - Information on air filter systems in school
  - Information on quarantine and process
  - Don’t send your student to school if (list symptoms)
  - Ok to do sports and come to campus for learning
  - COVID testing update
- Put together a list of in person students and online students by grade