



# CENTENNIAL ACADEMY

## REOPENING PLAN

2020-21



## Centennial Academy Proposed Reopening Plan

As a conversion charter school, Centennial has crafted a reopening plan to safely allow scholars to return to the building beginning on Monday, February 1, 2021, if the data indicates that it is safe to do so. It remains imperative that we continue to place the safety and wellbeing of our scholars, community and staff as our top priority.

Following guidance from Atlanta Public Schools, Centers of Disease Control and Prevention, and the Department of Public Health, Centennial will continue to track the following [COVID-19 Core Indicators](#):

- 14-Day Case Rate Category
- Trend Data in the number of new cases

If the 14-Day Case Rate Category is HIGH (*over 100 cases per 100K reported*) and INCREASING (*greater than 5% change in the number of new cases*) in Fulton County, Georgia on January 18, 2021, then Centennial will continue with remote learning for an additional two weeks and monitor every two weeks thereafter. Communication will be shared with all stakeholders (*district, parents, staff, and community*) and posted to all communication channels (*website, social media, email, etc.*) every two weeks.

Please note that this plan is contingent upon the overall number of scholars and staff who are able to return to the building for face-to-face instruction. In the event that the school is not able to implement the reopening plan, the school will execute a Targeted Intervention Plan, which may require some face-2-face instruction, in addition to the continuation of the remote learning model.

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## INSTRUCTIONAL COMPONENTS

Centennial Academy is committed to providing a rigorous Georgia Standards of Excellence (GSE) based curriculum and a solid system of support for all scholars. The purpose of this plan is to provide information to Centennial Academy stakeholders for implementing our second semester reopening plan. Our ultimate goal is to ensure learning continues for scholars as we prepare to transition back into the building as safety permits.

Phase One will begin on February 1, 2021, which provides our kindergarten through second grade scholars with the option of continuing in a remote learning environment or returning to face to face instruction. Phase Two will begin on February 8, 2021, and will grant third through eighth grade scholars the option of continuing in a remote learning environment or returning to face to face instruction.

One essential aspect of our plan is that as parents choose either face to face or remote classrooms, it is our intention that their existing teachers will remain the same. Face to face and remote scholars in the same class will receive the same instruction from the same teacher. This will prevent disruptions to existing relationships scholars have made with teachers.

The schedule for all scholars in both face-to-face and remote classrooms will include direct instruction with Centennial teachers on Mondays, Tuesdays, Thursdays, and Fridays. Wednesdays will continue to be reserved for individual and small group support in the remote environment and will provide an additional opportunity for necessary cleaning and disinfecting of the school facility midweek. Wednesdays will also be designated to address any issues with technology and device with the Technology Manager at the school. Staff members will be required to report to school at 7:30 am and will be dismissed at 3:45 pm. KK-5th grade scholars will report

to school at 7:45 am and will be dismissed at 3:00 pm. 6th-8th grade scholars will report to school at 7:45 am and will be dismissed at 3:15 pm.

All parents were emailed a second Intent to Return Survey in December 2020. If the parent/guardian did not complete the survey, the default selection will be remote learning for the scholar. Families were encouraged to make a semester commitment. According to the Centennial Academy parent survey data, 236 out of 751 (31%) scholars were identified as returning to face-2 face instruction. The classroom breakdown is as follows:

#### Lower Academy

Kindergarten Total: 22 out of 66 (33%) Scholars				
Ms. Mitchel 5	Ms. Wade 4	Ms. Spears 5	Ms. Rutherford 3	Ms. Davis 5
First Grade Total: 33 out of 85 (38%) Scholars				
Ms. Rich 5	Ms. Epps 7	Ms. Turner 5	Ms. Carter 10	Ms. Diejuste 6
Second Grade Total: 30 out of 99 (30%) Scholars				
Ms. McDowell 4	Ms. Monroe 5	Ms. Smith 9	Ms. Glaze 4	Ms. McNeil 8

#### Middle Academy

Third Grade Total: 27 out of 84 (32%) Scholars				
Ms. Reed 10	Ms. Bodie 5	Ms. James 3	Ms. Caine 6	Mr. Monroe 3
Fourth Grade Total: 35 out of 107 (32%) Scholars				
Ms. Scott 6	Ms. DeVeaux 12	Ms. Gilbert 5	Ms. Stuart 5	Ms. Hall 7
Fifth Grade Total: 22 out of 91 (24%) Scholars				
Ms. Mills 12	Mr. DeCarlo 4	Mr. Andrews 0	Ms. Williams 6	

#### Upper Academy

Six Grade Total: 28 out of 78 (35%) Scholars			
Mr. Henderson 8	Mr. Sanders 11	Mr. Waller 3	Mr. Luque 6
Seven Grade Total: 16 out of 80 (20%) Scholars			
Ms. Pollard 2	Ms. Morgan 0	Ms. Blackshear 7	Mr. Bartlett 7
Eighth Grade Total: 23 out of 64 (27%) Scholars			
Dr. Mitchell 9	Ms. Rose 14	Ms. Gordon 0	Mr. Hewitt 0

## **Timeline**

- November 18, 2020: Senior Leadership Team introduce Reopening Plan with community
- November 18, 2020: School's Website updated with Reopening Plan information contingent upon Head of School's approval
- December 2 & 9, 2020: Parent University Session: Share/Discuss Reopening Plan
- December 7, 2020 - January 19, 2021: Technology Check-in for Heroes and Scholars; Support requests from families who need uniforms
- December 9-16, 2020: Notification of Intent to Return sent to parent/guardian - confirmation due by December 16th
- December 14-18, 2020: Confirm Building/Operations Readiness
- December 17, 2020: Deadline for all staff to complete district COVID-19 training
- January 4-5, 2021: STEAM Activities/Projects for Scholars
- January 4-5, 2021: Teacher Professional Development Days
- January 4-18, 2021: Building Closed
- January 5, 2021: Reopening Plan submitted to Office of Innovation and then to APS for approval
- January 6-8, 2021 (W-F): Scholar Asynchronous Learning Days/Staff Professional Development-Instructional Readiness
- January 11-15, 2021: Regular Entire School Remote Learning Days
- January 15, 2021: Bus routes confirmed
- January 18, 2021: MLK Holiday Observed
- January 19, 2021: Teachers begin returning to building/Asynchronous learning day for scholars
- January 20-29, 2021: Small Group Assessment Window (K-2 in the building testing by their teachers, 3-8 online testing with their teachers) [Synchronous testing in the morning/Asynchronous learning in the afternoon as documented in the testing plan]
- February 1, 2021: Phase One - Grades K-2 First day in the building (3-8 will remain remote) *if data permits*
- February 8, 2021: Phase Two - Grades 3-8 Return to the building *if data permits*

## **Instructional Materials**

- Scholars should keep a set of all instructional materials in their desk or in a designated area. Each scholars' material folders/ box, etc. should be labeled with their name
- Leveled readers should be wiped down and stored properly after every use
- No adult should share food, snacks, etc. without prior written administrative approval

## **Technology**

- Scholars should not share technology
- Teachers should ensure all technology is working properly and ready to begin instruction prior to scholars arrival
- Charging stations (if available) should be strategically placed in the classroom to ensure usage and physical distancing
- Headphones will be supplied to each individual scholar if applicable to a pre-approved instructional strategy
- The Technology Manager will be responsible for triage of both teacher and scholar technology repair. Only personnel who have been pre-approved by the administration and have been through the proper daily health screening process will be allowed to assist in the technology maintenance/triage process.

## **Attendance**

Scholars engagement and attendance tracking will continue to be addressed for remote and face-2-face instructional models. Scholars will be expected to be present and on time to school in accordance with the provision of the Georgia Compulsory Attendance Law (O.C.G.A. 202690.1, et seq.) and Centennial Academy Policy. Scholars who are absent or tardy miss valuable instructional time and other important school activities and are less likely to master those skills, concepts, and principles needed for success.

In order to manage and maintain optimal scholar attendance, Centennial Academy will use both positive reinforcement and progressive discipline measures to address tardiness and absenteeism. Positive incentives will be awarded to scholars who maintain good attendance over specified periods of time. To avoid absences, families are asked to schedule appointments around required class sessions.

Staff attendance will be in accordance with all normal school operational policies and procedures unless otherwise informed on an individual basis by the administration in collaboration with the Human Resources department.

## **Social and Emotional Learning (SEL) and Behavior:**

Scholars will continue to engage in CREW every morning in both remote and face to face instructional models. School Counselors, Social Worker and Support Staff members will continue to be available to support all scholars. Assemblies, Leadership Day ceremonies and all large participatory activities will continue to take place in the virtual space. There will be no in person special guests or visiting groups.

In regards to behavior, we will uphold and commit to the scholar code of conduct which can be found in the [Centennial Academy Handbook](#).

## **Family Engagement and Support**

For those families who remain concerned about the health impacts of COVID-19, Centennial will continue to provide a remote learning option for the duration of the academic year. In support of parents during the transition, Centennial will host two (2) Parent University sessions on December 2nd and 9th. The learning targets for these meetings will be to educate parents on the instructional and operational aspects of transitioning back into the building. Parents will be given the opportunity to offer feedback and receive additional support as needed.

## **OPERATIONAL COMPONENTS**

### **Facilities & Cleaning Protocols**

- Improved routine cleaning and disinfecting of facilities twice per day
- Deep cleaning of facilities when scholars and staff are not present in buildings
- Installed hand sanitizer and paper towel dispenser stations throughout buildings
- Provided CDC approved disinfectant spray in every classroom
- Response protocols in place for areas impacted by COVID-19

### **Hand Sanitizer & Disinfectant**

- Installed hand sanitizer stations in common areas
- Installing hand sanitizer stations in core classrooms
- Provided EPA approved disinfectant (spray) in each classroom
- Installing paper towel dispenser in each classroom

### **Entry/Exit Procedures**

**Walkers/Staff:** Scholars and staff will be screened in front of the building prior to entry - temperature checks, questionnaires, required use of sanitizer before entering the building, reminder to social distance, reminder to wear masks at all times, etc.

**Bus Riders:** Parents will be advised to self-screen their scholars before allowing their scholars on the bus. The bus driver/monitor will ask all scholars boarding the bus whether or not they have a fever or have been around someone with symptoms of Covid-19. If they answer yes to any of the questions above, they will not be allowed to ride on the bus or go to school. Once arriving at school, the scholars will follow the same procedures as the walkers.

**Carpoolers:** Six to eight cars will be allowed by the SRO Officer at the front of the building at one time. Screeners will meet the scholars at their car and will follow the same procedures as the Walkers above after exiting the car. No one else will be allowed to exit the car.

Multiple exits will be utilized during afternoon dismissal to limit social interaction to the greatest extent possible.

### **Signage**

- Installed Covid-19 and Social Distancing signage throughout the buildings

### **Classroom/Building Setup**

- Building capacity level has been set at 60%
- Instructional schedules will be modified to support social distancing to the great extent possible

### **Limiting Building Access to Visitors and Other Groups**

- Continue to limit visitors to Centennial facilities
- Continue to limit outside use of Centennial facilities by outside organizations

### **Plexiglass**

- Plexiglass will be installed for front office and other highly visited areas

### **Water Fountains/HVAC/Plumbing**

- Water fountains will be taken offline and removed
- Installation of water bottle fillers
- HVAC - Increased pre-occupancy and post-occupancy run times from 2 hours to 3 hours
- Plumbing - Initiated weekly water flushing plan during building low occupancy periods

### **Physical Distancing Plans**

**Classrooms:** Scholars will be required to social distance as much as possible in the classroom and throughout the buildings.

**Meal Services:** School meals (breakfast and lunch) will be served in classrooms to limit face to face interaction and the need for transition. Bagged breakfast, lunch and bottled water will be served. The Cafeteria will be used on an as needed basis.

**Signage:** Centennial has installed COVID-19 Signage (wash hands, avoid touching, social distance, etc.) throughout the buildings. Directional signage will be installed for traffic flow to limit face to face contact during classroom transition. Entry/exits points will be utilized to the greatest extent possible to enforce social distancing.

### **Transportation**

- Centennial will provide transportation for K-8 scholars in the primary attendance zone who elect to return to in-person classroom learning
- Centennial will implement appropriate safety measures on school buses by encouraging all bus riders to wear masks and maintain physical distance while on the bus. Bus drivers, signage, and possible bus monitors will be used to enforce, to the greatest extent possible, social distancing, hand sanitizing and mask wearing.
- Families may elect to pursue other transportation options. Centennial encourages families to make transportation decisions that they believe are best for their children.
- A sick bus **may** be utilized for transporting sick children home

### **Recess/Physical Education**

- Recess/Physical Education will be provided outside or in the cafeteria
- Social distancing will be required
- The playground will not be available due to the size and inability to properly social distance

### **Safety Protocols**

- Masks and other personal protective equipment for scholars and staff will be required
- Expected participation in the comprehensive COVID-19 testing strategy provided by APS
- Personal protective equipment for scholars and staff has been procured (masks, hand sanitizer, face shields, gowns, non-contact thermometers, and disposable gloves)

- Public Health signage will be used throughout facilities for reminders on health practices, protocols and hygiene
- Daily screening for symptoms and ongoing self-monitoring is required
- Temperature checks will also be used as a screening process when entering buildings as well as additional safety measures including the use of self-assessments and reporting
- Centennial will have one screener per 100 students to screen for potential Covid-19 cases

### **Monitoring Staff and Student Health**

- Centennial will convert a suitable room into a Care Room with Care Room Monitors as an isolation space for suspected Covid-19 cases
- Temperature checks/questionnaires will also be used as a screening process when entering buildings as well as additional safety measures including the use of self-assessments and reporting
- Use of technology to communicate with parents/guardians/staff on COVID-19 and screening issues
- Contact tracing in collaboration with our local health department
- Hand hygiene and respiratory etiquette will be encouraged

### **Emergency Plan for Potential Outbreaks**

Centennial will coordinate with public health officials and Atlanta Public Schools to determine the next steps in communication with scholars, staff, and teachers, and decide whether the cancellation of classes and/or closure of buildings and facilities is necessary.

### **Continuous Evaluation of Staff Readiness**

Employees who are unable to report to work in person may be eligible for a telework arrangement, emergency paid leave, and/or use of personal/sick leave based on federal law and local policy. Centennial's procedures have been written in a very flexible manner to accommodate as many different scenarios that employees may be experiencing as possible, but also provide consistency in practice and documentation for recordkeeping purposes.

For some people, seeking leave may be a more appropriate solution than a telework arrangement. The HR department will intake an employee's request to opt-out of in-person work and, based on their reason, determine whether they best qualify for telework, paid leave, or some other ADA accommodation. In the unlikely event that someone does not have a legitimate reason, or they refuse to provide documentation, they would be required to report for in-person work. The employee must demonstrate a "legitimate need" (with documentation) for a telework arrangement. Centennial will look at all requests on a case-by-case basis.