

# **Collegiate Charter School of Lowell**

## **Return to School Plan**

### **2020-2021**



**1857 Middlesex Street  
Lowell, MA 01851**

**Approved by Collegiate Charter School of Lowell Board of Trustees, August 6**

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iidha kunt bihajat 'iilaa musaeadat fi qara'at hdha almustand 'aw almanshurat almadrasiat al'ukhrra , fiarjaa alaitisal bialmudir lilhusul ealaa khadamat altarjmati.

إذا كنت بحاجة إلى مساعدة في قراءة هذا المستند أو المنشورات المدرسية الأخرى ، فيرجى الاتصال بالمدير للحصول على خدمات الترجمة.

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# Collegiate Charter School of Lowell 2020-2021 Return to School Plan

## Letter from Dr. Hodgdon

Dear Collegiate Families--

In the next few days, Collegiate will be submitting a comprehensive report to MA DESE that will be made available to all of you at that time. It will be very important to read and to understand as it will help guide your decision to send your child/ren to school or to have your child/ren at home learning. As you all can imagine, it has been a busy summer planning for the fall. Please know that our decisions were based on the two surveys that you submitted in early July and as of late, AND based on the current MA health data. In both surveys, approximately 50% of our families stated that they would like to send their child/ren back safely. The other 50% plan to keep their child/ren home due to various reasons. In the end, you all picked the model and we have been planning for it all summer.

On Thursday, August 6th, the Collegiate Board of Trustees, voted to change the start date of school and on the hybrid model presented (20/21 academic calendar and Collegiate Hybrid Plan are both attached).

### **The highlights from the report are as follows:**

1. Collegiate will officially start on Thursday, September 17th. KG will begin on Wednesday, September 16th. This means that the school year will move from 180 days to 170 days.
2. Lowell Public Schools announced that they will be bussing Grades K-5 only. In addition, if a student lives within two miles of Collegiate, he/she will need to be transported or will walk to school. Please note that grades 6-8 will need to be transported to/from school.
3. We will be following the hybrid model which allows families the preference to pick onsite learning OR remote learning. Please note: Our 9th and 10th graders will all be online as we do not have learning space for them until the HS building is completed.
4. All students in Grades 1-10 will be issued a ChromeBook and his/her textbooks before the school year begins. (KG students will be issued a tablet.)
5. Regardless if parents chooses onsite or remote learning, their child/ren will be guaranteed "live" instruction from their teacher and will follow the bell schedule.
6. There will be more expectations and accountability for student learning in instruction and assessments.
7. The building will follow safety guidelines (masks, 3-6ft social distancing, washing hands, sanitizing, lunch in classrooms) More details to follow.
8. Due to the cleaning of the building, we will not be offering the before/after school program this year. Additionally, all tutoring and extra help will be held online after school.
9. Family forums will be held every week beginning this Wednesday, August 12th at 6PM. Each Wednesday, we will offer weekly topics and respond to any questions that you may have for us. The dates are as follows: August 12, 19, 26 and September 2&9. An invitation will be sent by Tuesday.
10. Families will receive an online form on Monday, August 17th and will be asked to state their preference: online or onsite. This decision will need to be made by Monday, August 24th.

Finally, we want you to know that we understand the importance of safety and your own personal circumstances. As much as we would like to have each and every one of our students in the building learning in September, we know that it is not possible. We are hoping for that possibility soon though. In the meantime, we want you to have all of the details to make the best decisions for your child/ren. Please read your emails daily.

YOU matter--  
Dr. Hodgdon

## Executive Summary

Due to the global pandemic, our school community is required to shift our plans for the 2020-2021 academic year to prioritize wellness and safety for all. The Governor of Massachusetts along with the Massachusetts Department of Elementary and Secondary Education provided guidance and requirements for local school districts to comply with in order to plan for reopening our buildings after months of a state-wide school closure. Collegiate Charter School of Lowell administration and staff are committed to ensuring that all students continue to receive a high-quality education, even though the school year may look different than what we all expected.

This plan presents three different models for returning to school as directed by the state. Each return to school plan has been thought out by the administration, teachers, and counselors with input. However, we acknowledge that this is brand new for everyone involved, so we hope that families provide feedback or questions for areas that are unclear. We are not able to shift the expectations that are mandated by the DESE. However, we are open to discussing adjustments to our new policies and procedures to ensure we are providing the most engaging, supportive, and academically-rigorous atmosphere while still complying with required safety measures as well as contractual requirements for our staff. Any of these learning models will require a strong partnership between our families and the school to ensure the most positive experience for our students. Regardless of the back to school model, we are looking forward to learning and growing together.

Please feel free to contact an administrator with your questions and concerns!

School Director Dr. Laurie Hodgdon  
Director of Academics Khalid Shehemi  
Student Management Coordinator Anndy Diaz

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As always, we appreciate your support and understanding as we navigate this new school year. We will need to work in close collaboration with all families and students to make this year a success!

The Collegiate Charter School of Lowell reopening plan prioritizes the safety of our students and staff and is designed to maximize options for families, offering a choice between remote learning or in-person learning. It is important to read through this report to understand how to choose the back to school option that best suits a family's needs.

Collegiate Charter School of Lowell reopening plan is about safely maximizing options for families. Collegiate will offer a remote learning option, as well as an in-person option as long as health data continue to support physically being in our buildings. This report will help provide families with the information necessary to make this decision. As you consider your options for the start of the school year, please keep the following in mind:

- Every student will be able to participate in remote learning. There is no limit on remote learning enrollment. However, due to following strict social distancing guidelines, typical school capacity for in-person learning will be reduced.
- We are encouraging students to walk or drive to school rather than take a school bus, in order to maximize safety and minimize exposure to other students on the way to and from school each day. School bus transportation will be available for those with no other means of getting to school.

- Your decision for the 2020-2021 school year will not impact your child's school placement in future school years. Your child will still have the seat at the school they were attending in 2019-2020.

Some other considerations to help you make the best decision for your child/ren and your family:

- What are your child's individual learning needs? Can those needs be met in either an in-person or remote environment?
- Will your child have adult supervision during the day to support the remote learning process or will your child be in need of childcare?
- Will you need bus transportation to school in order to attend in-person? Bus capacity will be limited and students will not be guaranteed transportation. Families may need to be responsible for transporting their own children to school each day.
- Are there any health concerns for your child or members of your immediate household?

## Three Potential Learning Models

The state is requiring each school district to plan for three possibilities for reopening:

1. **In-Person Learning/Full Return:** This would mean that all students would return to the building. All staff would be working in the building and providing in-person instruction to students.
2. **Hybrid Model:** This model is intended to reduce the number of students in the classroom on any given day. In this model, the classes would be split in half. Half of the students would attend school and learn in-person while the other half of the students would be learning remotely at home.
3. **Remote/Distance Learning Model:** In this model, students do not physically attend school in the building. Students are learning at home, and teachers are using technology or other means to deliver instruction.

**As of August 6, 2020, the Collegiate Charter School of Lowell Board of Trustees approved a remote learning model with a hybrid orientation for grades K-8 and online orientation for grades 9 and 10.**

Please know that state, local, and school-wide data will be continuously and carefully monitored to determine whether shifts need to be made in our model. There may be points in the year during which a planned or unexpected shift to the model is necessary. We may also use community behaviors and compliance to recommend learning models to the school committee. For example, if students are unable to comply with our safety requirements on a large scale, we may need to shift into a model where more students are learning from home.

To ensure a more seamless transition between full in person, hybrid, and remote learning model, MS Teams will be the platform that all teachers use, regardless of the learning model. The Collegiate staff will explicitly train students on this model at the beginning of the school year and all classes will use it throughout the year.

## **Collegiate Online Learning Model**

If Collegiate is to implement an online learning model, we will follow the school schedule shown below. Students would interact with the teacher through live online classes. This schedule represents an increase of instructional time compared to the online model that was implemented from March 2020 through the end of the 2019-20 academic year. Students would be held accountable for their attendance and completion of assessments, which would also represent a change compared to the spring of 2020.

- The updated model would allow for an increase in instructional time and accountability compared to the spring online learning model.
- All Collegiate students will be one-to-one with technology and textbooks.
- This model would alleviate stressors of teachers who have small children, underlying health conditions, or family members who are more susceptible to COVID-19.
- The underlying concern would be that students would have limited peer interaction. An additional concern exists for students who have social emotional issues.
- This model would not allow for any family to send their child to learn on campus, regardless of whether or not the parents need to go to work.

CCSL Bell Schedule 2020-21				
Grades	KG-Gr 2	Gr 3-5	Gr 6-8	Gr 9-10
Arrival	8:15	8:15	7:20	7:20
Period 1	8:30-9:20	8:30-9:20	7:35-8:20	7:35-8:20
Period 2	9:21-10:11	9:21-10:11	8:21-9:06	8:21-9:06
Period 3	10:12-11:02	10:12-11:02	9:07-9:52	9:07-9:52
Period 4	11:03-11:28 Lunch	11:03-11:53 DEAR	9:53-10:38	9:53-10:38
	11:28-11:53 Recess	11:28-11:53 Lunch		
	11:55-12:20 DEAR	11:55 - 12:20 Recess		
Period 5	12:20-1:05	12:20-1:05	10:38-11:03 Interventions	10:38-11:03 Lunch
			11:03-11:53 SLO	11:03-11:53 SLO
			11:53-12:18 Lunch	11:53-12:18 Interventions
Period 6	1:06-1:51	1:06-1:51	12:20-1:05	12:20-1:05
Period 7	1:52-2:37	1:52-2:37	1:06-1:51	1:06-1:51
Period 8	2:38-3:23	2:38-3:23	1:52-2:37	1:52-2:37
Departure	3:35	3:35	2:40	2:40

## **Collegiate Hybrid Model**

In a hybrid instructional model, students whose parents opted to send them to learn onsite will be accommodated on the school campus, and those students whose parents opted to keep them at home would learn remotely. Instruction would be live-streamed from the school, where onsite learning is taking place.

In the hybrid model, we would offer all parents the option of having their children in school Monday through Friday. We are taking into account the fact that some families will choose to keep their children at home. The school recently administered a family survey to determine if families would be sending students to school or not. At this point, roughly, 50% of families have stated they intended to keep their children at home. **Due to limited space and the ability of older students to manage themselves, our recommendation would be to have all 9<sup>th</sup> and 10<sup>th</sup> graders learning at home until the necessary high school instructional classrooms have been completed.**

### **Things to consider:**

- Only students in grades K-5 would be bussed by Lowell Public Schools. Student 2 miles away or closer would be expected to walk to school or find their own means of transportation to and from school. Students in grades 6-10 would have to ensure their own transportation to and from school.
- There are staff members who will have to teach remotely (at home) due to underlying health issues. In these cases, the teacher would live-stream lessons from home and an adult would be arranged to supervise students who are onsite for that teacher's classes.
- Students will have to remain in their classrooms as a cohort as much as possible. For example, classes such as PE, Music, and Art will have to look very different.
- Arrivals, dismissals, recess, and lunch will have to look much different. Plans are being developed to help address these areas of concern. These plans involve staggering arrivals/dismissals by grade, breakfast and lunch in classrooms and optimizing space for mask breaks.
- If a student or staff member is determined to have COVID-19, this could have an impact on the cohort and potentially the school as a whole. If such a case were to develop, the Commissioner has issued specific guidance that has to be followed.
- Students will be one-to-one with technology and textbooks

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## ***In-Person Learning with New Safety Requirements at Collegiate***

All students (1,019) will attend school onsite. In the recent survey sent to Collegiate families, many families have shared that they will keep their children home rather than send them to school. Should this be the case, as with the hybrid model outlined above, we would stream instruction live from classrooms. Our recommendation would be to have all 9<sup>th</sup> and 10<sup>th</sup> graders at home until the necessary instructional rooms of the high school have been completed. In this model, we would need to break down walls between small classrooms to expand to larger learning spaces, and use office space for our most vulnerable populations.

### **Things to consider:**

- Only students in grades K-5 would be bussed by Lowell Public Schools. Student 2 miles away or closer would be expected to walk or find other means of transportation to/from school. This mean grades 6-10 would have to ensure their own transportation to and from school.
- There are staff members who will have to teach remotely (at home) due to underlying health issues. In these cases, the teacher would live-stream lessons from home and an adult would be arranged to supervise students who are onsite for that teacher's classes.
- Students would have to remain in their classrooms as a cohort as much as possible. For example, classes such as PE, Music, and Art will have to look very different.
- Students will be one-to-one with technology and textbooks.
- We would have to create additional classrooms including using offices in order to fit students in the building.
- Arrivals, dismissals, recess, and lunch would have to look much different. Plans are being developed to help address these areas of concern. These plans involve staggering arrivals/dismissals by grade, breakfast and lunch in classrooms and optimizing space for mask breaks.

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## Safety and Wellness

Per the Department of Elementary and Secondary Education (DESE), ***it is not one mitigation strategy but a combination of all these strategies taken together that will substantially reduce the risk of transmission. No single strategy can ever be perfect, but all strategies together will reduce risk.***

These strategies include:

- **Daily monitoring of potential symptoms of any COVID-related symptoms** such as:
  - Fever (100.4° Fahrenheit or higher), chills, or shaking chills
  - Cough (not due to other known cause, such as a chronic cough)
  - Difficulty breathing or shortness of breath
  - New loss of taste or smell
  - Sore throat
  - Headache *when in combination with other symptoms*
  - Muscle aches or body aches
  - Nausea, vomiting, or diarrhea
  - Fatigue, when in combination with other symptoms
  - Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*
  
- **Mask wearing** Per DESE masks are among the most important single measures to contain the spread of COVID-19. Masks must be worn at all times unless it is a designated mask break or during lunch while on the school campus. COVID-19 is known to be transmitted primarily through airborne droplets from people's mouths; a proper mask can prevent droplets from spreading from one person to another. To properly protect the wearer and others, a mask must:
  - have two layers of fabric
  - cover both nose and mouth
  - fit snugly against the skin
  - get washed daily
  - be put on and removed using the ear loops, without touching the front of the mask
  - may not have a one way valve that allows unfiltered exhaled airStudents should bring a spare mask to school each day and make sure their masks comply with the school's Uniform Policy. Masks will be available in the main office for those who need them.
  
- **Hand hygiene** Students and staff are required to exercise hand hygiene (handwashing or sanitizing) upon arrival to school, before eating, before putting on and taking off masks, and before dismissal. We are in the process of securing additional handwashing stations to be placed throughout the school to allow accessible options for students who do not wish to enter a bathroom to wash their hands.

In June 2020, the Massachusetts Department of Public Health deemed that school supplied hand sanitizer is a substance that requires a physician's order. The signed standing order has been obtained from the school physician for students of Collegiate Charter School of Lowell. If parents do not wish for their student to use the hand sanitizer provided by the school, please send in an opt-out letter to the nurses office to have on file. Students will be expected to refrain from using sanitizer independently if said letter is on file.

- **Physical Distancing** While at school, students and staff should avoid coming within six feet of any other person as much as possible, and avoid direct contact with anyone.
- **Flu Vaccine** Additionally, the DESE and the Collegiate Board of Trustees strongly recommends that all students receive a flu vaccination.

### **Classroom Logistics**

In classrooms, all desks will be at least three to six feet apart using the DESE guidelines of "seat edge to seat edge." Teachers will ensure that all seats are facing forward and students are provided with assigned seats, which is also a DESE expectation. Assigned seating is important because it effectively creates even smaller groups within classes that minimize transmission. Assigned seats will also assist with contact tracing if needed.

### **Food Services**

The Collegiate cafeteria will prepare grab and go lunch and breakfast for students in any model of learning. Pick up directions will be shared with families the first week of September.

### **Recess Outdoors**

Recess will be held outside by grade level with adult supervision. Students will be expected to maintain appropriate social distancing. Students will wash hands at the end of recess to appropriately prevent any transmission of germs. This will also be a time that students may take a mask break, per DESE.

**Due to safety concerns, and transmission of COVID-19, we respectfully request that students keep all recess items (toys, balls etc.) at home. We will be providing items that will be properly sanitized at the end of each recess period.**

Playground equipment will not be used at this time. If this changes, we will let families know ahead of time.

### **Lunch**

Students are expected to maintain three foot to six-foot distance during lunch due to masks not being worn while eating. Students must wash/sanitize their hands before and after eating lunch. In addition, all desks will be sanitized at the end of the lunch period.

All meals will be eaten in the classroom.

Students will be provided lunch by the cafeteria or to bring their own lunch from home. The water fountains will only be accessible for bottle filling. Additional safety requirements are being clarified with the Board of Health.

## **Mask Breaks**

For those students who require mask breaks, we have made space on each floor that will be supervised by a staff member.

There will be protocols set that students will be made aware of and will be followed.

## **Transitions/Lockers**

Students will be provided with ample time for transitions to allow for social distancing.

Lockers will not be assigned at this time. We will reassess this procedure during our gradual opening and communicate any shifts in the schedule to students and families.

## **Bathrooms**

Student bathrooms will have a maximum capacity of two students. Faucets already have touchless sensors. Every stall will be cleaned regularly throughout the day.

## **Transportation**

Guidance from DESE can be found at the link at the end of this document. We are working closely with Lowell Public Schools to determine how the expectations will affect bus routes.

Required safety behaviors on the bus includes:

- Masks at all times
- Only one student per bench (except for siblings who live in the same household)
- Seat assignments
- All windows open unless extreme weather conditions

Because of these new regulations, the bus capacity is about 32%. The suggestions from DESE to "effectively address bus capacity challenges" are challenging for our district. As we are a regional school, bus transportation is required for all in-district students, but we are hoping that some families plan alternative modes of transportation if possible. Double loops or staggered schedules will be challenging for us to accommodate with the constraints and wide geographical span of our district.

If you are planning to drive your student to and/or from school this year, please let the school administration know or complete the simple transportation survey coming soon. If we are in a hybrid model, we will accommodate families who are planning ride shares.

**From Lowell Public Schools:**



*Maximizing Options for Families: A Safe School Reopening Plan  
for Students Within the Context of COVID-19 • Fall 2020*

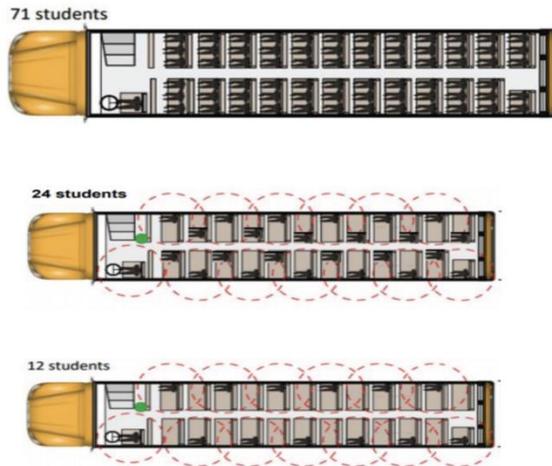
## ***Transportation***

Transportation is typically available for LPS students in grades K-8 - approximately 7,100 Lowell students (about 5,500 from LPS) utilized transportation services during the 2019-2020 school year. This fall, we are encouraging students to walk or drive to school rather than take a school bus, in order to maximize safety and minimize exposure to other students on the way to and from school each day. School bus transportation will be available for those with no other means of getting to school.

In 2019-2020, 66 buses were used for general transportation. These buses could hold up to 52 middle school students or 77 elementary school students.

With current CDC guidelines in place, only 25 would be able to ride a bus, which means we would need approximately 180 buses. We simply cannot acquire that many buses.

The following illustration shows what various distancing scenarios looks like on a bus:



## **Home Learning for the Year**

Because of the global pandemic and every family's individual needs, we acknowledge that some students may elect to learn from home for the entire school year. The Collegiate administrative team will work with families and students to ensure that families have the resources for effective home learning.

Students will be assigned to a staff member to support their academic work from home. Additionally, students can expect school-issued technology and technology support for remote learning.

Per DESE, "parents/caregivers have the option to choose a district's remote learning program for their child's instruction if they prefer - with the understanding that the remote learning program may not provide as robust offerings as, or replace the full benefits of, learning in person." To clarify, courses taught remotely, hybrid or in person will be equitably rigorous, but the full course offerings delivered in may not be available to students who select remote learning for the quarter when the school's model of learning is hybrid or in person.

If you are considering this for your family at this time, please notify an administrator, even if your plans are not solidified.

## **General Protocols during COVID**

### **Attendance**

Student attendance is vital for learning regardless of the model. However, during this global pandemic, the Collegiate administration acknowledges that we must be flexible with this in-person attendance policy to ensure that students do not feel obligated to come to school when they should be in isolation at home. Therefore, open and clear communication among students, families, and administrators is necessary.

If a student will be out of school due to COVID, quarantine, or another illness, they will still have access to academic work from their teachers. These students will not be moved to the full remote option and they will continue to engage with their current coursework with their assigned class and teacher. If a student is too ill to attend to work, the student and family should communicate with the school and we will work with families to support academic progress. The student will be able to resume in-person learning once specific criteria are met (see section on DESE required protocols for COVID-related scenarios.)

We will be closely reviewing our attendance policy and making adjustments to ensure we can provide the flexibility necessary while still holding students accountable for attending to their learning. We will provide more specific information to you before school begins.

### **Dismissals During the School Day**

Students who need to be dismissed will require a note with the specifics (type of appointment, date and time of dismissal)

When parent/guardian arrives at the school, call the main office to announce arrival to pick up child/ren. In the foyer, security will check ID and student will be released to parent/guardian.

Upon return, student will go back to class.

Please note: We will not be dismissing after 2:35PM for Grades K-5 and 1:40PM for Grades 6-8.

### **Before/After School Program**

The Before/School Program will not be held until further notice.

### **Drills (Fire, Lockdown)**

Administration has reached out to the Fire Chief and Lowell Police to discuss how drills will look like this school year. We are working together to determine appropriate protocols given the safety needs for these to occur. Once a plan is determined, it will be shared in the final draft of this document.

### **Grading/Overall Average**

Students will be earning numerical grades that count towards their overall average for the 20-21 school year regardless of the learning model (in-person, hybrid, or remote). The SABIS® Digital Platform will be open at all times for students to view grades for the 20-21 school year.

### **Social/Emotional Needs**

We recognize that students may have undergone significant trauma during this school closure. We are currently reviewing universal mental health screenings to administer to support students upon their return. We are still deciding the types of interventions we will use, from an individual to a school-wide response, but students' emotional and social well-being are a significant concern of ours.

### **Technology Devices**

To decrease the degree to which technology devices must be sanitized and to provide students with tools that could be used at home if remote learning is necessary, we will be moving to a 1:1 technology model; in other words, every student will be assigned a ChromeBook to use for the whole year.

Students will be responsible for caring for these devices, and families will assume responsibility for a device that is lost or damaged. School staff will send home an agreement for families to sign and return with students. Once we receive the signed form, we will distribute technology to students at school if we are in person or on a drop-off basis if we are in a remote learning model.

### **Technology for Learning**

Students have or will be provided with a school-issued MS Teams account, and all students are expected to use this account and to monitor their email at least once per day, Monday-Friday, during the school year. Under a remote learning model, students would be expected to check their email more often on week days to be in frequent communication with their teachers. At the same time, we expect and hope that students have a healthy balance of technology use and non-technology use during each type of learning model.

All teachers will be setting up a **MS Teams** for each of their courses for the 20-21 school year. This way, all students will use the same format and platform for work assignments, submission, and communication regardless of the model of learning we are in (remote, hybrid, or in-person).

## **Visitors**

Unfortunately, at this point, there will be no visitors/families allowed in the building. All IEP, 504, and Family/AQC meetings will be held virtually unless special accommodations are needed. This is to allow us to prioritize in-person student instruction. The office, safety, cafeteria, and custodial staff will ensure safe delivery protocols and will minimize any entrance into the building.

## **Special Education/ELL/504s**

Students who are on IEPs, 504s, and those who receive ELL services will receive their required supports. With the shift in our schedule, the administration will communicate with families to review the expected supports and service delivery to ensure that everyone has shared expectations.

Some important considerations include:

- Most classes will not exceed 16 students in a full in-person model. In the hybrid model, all class enrollment will be cut in half, so the total class size would be approximately 12-16 students. Support can be provided to all students in a more direct way with the smaller class sizes.
- We will follow all accommodations in IEP plans.
- Service providers such as school adjustment counselors, speech and language pathologists, physical therapists, occupational therapists, and other staff may deliver their direct service in a new way. This is still being determined.
- All students will be receiving mask breaks as needed.

The specific groups identified by DESE and Collegiate to be prioritized for in-person instruction include our highest needs students and are classified based on their level of need. A student's level of need is determined by the number of hours that they receive special education services outside of the general education classroom.

School administration and special education teachers will be reaching out to families of students who are on IEPs to inform them of their student's status for learning this year by August 17. Collegiate is strongly encouraging all of our students who are on IEPs or English Language Learners

## **Resumption of School Plan**

The beginning of the school year is proposed as a gradual reopening to teach students new school protocols related to COVID

- Allow students to say goodbye to teachers/staff from last year (for grades 1-10)
- Practice routines
- Distribute devices/textbooks
- Review a basic overview of MS Teams
- Practice Digital Citizenship

## DESE-Required Protocols for COVID related Scenarios

Collegiate Charter School of Lowell will use the DESE-required protocols to assess students' health and safety to be at school.

### What will happen if a student or staff member feels sick at school?

- The individual needs to ensure that their mask is fully and tightly covering the nose and mouth area;
- The nurse should be notified immediately;
- The nurse will escort the individual to the isolation area to assess symptoms
  - If symptomatic, the individual must leave school. The parent/guardian will be called to pick up the child immediately.
- It is recommended that individuals with symptoms get tested for COVID. If an individual does not wish to be tested, then that person must isolate for 14 days.
  - **IF NEGATIVE:** If the individual does not have COVID-19, the individual may return to school-based upon guidance from their clinician and the necessary management of another diagnosis. The individual must stay home until asymptomatic for 24 hours.
  - **IF POSITIVE:** The individual remains at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have a relatively mild illness will need to stay in self-isolation for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms.

### What will happen if multiple people are symptomatic at school?

The school administration will consult with the board of health to determine if the transmission of COVID is happening at school and if a school closure needs to take place. When there is suspected in-school transmission *beyond one cohort or a small number of cohorts*, school and district leaders must consult with the local board of health as to proposed next steps. These steps could include, for example, deciding to a) close part of the school or the entire school for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation, or b) close the school partially or fully for the longer duration of a 14-day quarantine period. Before a school closure can take place, DESE needs to approve this action.

If the decision is made to close for some number of days, we will communicate the following information to you:

1. Informing the community that it is possible COVID-19 is being transmitted in the school and/or district
2. Noting that there may be more potential cases that are not yet symptomatic
3. Recommending students quarantine and not have contact with others
4. Reminding families of the importance of not having contact with higher-risk individuals (e.g., grandparents)
5. Reminding families of the list of COVID-19 symptoms for which to monitor
6. Ensuring that remote learning is immediately provided to all students

## **What if I get COVID-19?**

Self-isolation for COVID-19 positive cases is a minimum of 10 days.

Most people who test positive and have a relatively mild illness will need to stay in self-isolation for at least 10 days. People who test positive can resume public activities after 10 days and once they have:

- a. gone for 3 days without a fever; and
- b. experienced improvement in other symptoms; and
- c. received clearance from public health authority contact tracers.

Repeat testing before returning to school is not recommended. Return to school should be based on time's passing and symptom resolution.

## **What happens if someone that I am close to gets COVID-19?**

Close contacts of a positive COVID-19 case should be tested. For general guidance, the Department of Public Health (DPH) defines close contact as:

- Being within less than 6 feet of a COVID-19 case for at least 10-15 minutes. Close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case while the case is symptomatic or within the 48 hours before symptom onset, OR
- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on) while not wearing recommended personal protective equipment.

In school settings, close contacts include other students and staff who are within 6 feet of the student or staff for at least 10-15 minutes in a classroom, in other school spaces, on the bus, or at an extracurricular activity. Possible close contacts should not come back to school until they have been tested (or elected instead to self-quarantine for 14 days). If an individual tests positive for COVID-19, then self-isolation is for a minimum of 10 days **and** until at least three days have passed with no fever and improvement in other symptoms as noted. If the test is negative, the student/staff can return to school if asymptomatic and wearing a mask. Any area of the school visited by the COVID-19 positive individual must be closed off and/or cleaned and disinfected. The area can be used 12 hours after cleaning/disinfecting has occurred.



**Collegiate Charter School of Lowell**  
ACADEMIC CALENDAR 2020-2021  
Board Approved 8/6/2020

**\*Note: If there are more than 6 snow days we will recover days during April break**



**July 3:** Independence Day (Observed)  
School Closed  
**July 6:** Summer School Begins

0 Days

**January 1:** New Year's Day  
School Closed  
**January 4:** Term II Begins  
**January 5:** ACCESS (WIDA) Testing begins  
**January 5-20:** STAR Testing  
**January 7:** Report Cards Released  
**January 18:** MLK Jr. Day  
Schools Closed

19 Days



**August 6:** Summer School Ends  
**Aug. 31 - Sept. 16:** All Teacher Workshops

0 Days

**February 9:** ACCESS (WIDA) Testing ends  
**February 15:** Presidents' Day  
School Closed  
**February 16-19:** Mid-Winter Break  
No School

15 Days

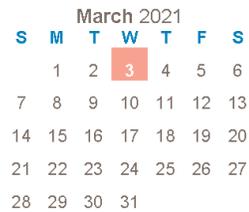


**September 1-16:** All Teacher Workshops  
**September 4:** No School  
Labor Day recess  
**September 7:** No School Labor Day  
**September 16:** All Staff Workshops  
**September 16:** Kindergarten First Day  
**September 17:** FIRST DAY OF SCHOOL  
Grades 1-10  
**September 21 - Oct. 8:** STAR Testing

10 Days

**March 3:** No School - Staff PD

22 Days

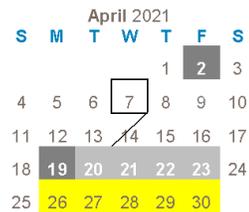


**October 12:** Columbus Day  
School Closed  
**October 28:** Interim Reports Released  
**October 29:** Half-Day Parent Teacher  
Conferences 1:00 - 6:30pm

21 Days

**April 2:** Good Friday School Closed  
**April 7:** Interim Reports Released  
**April 14:** Half-Day Parent Teacher  
Conference 1:00 - 6:30pm  
**April 19:** Patriots' Day School Closed  
**April 20-23:** Spring Break No School  
**April 26- May 4:** STAR Testing  
TBD: April MCAS Dates

16 Days



**November 3:** Staff PD / Election Day  
No School  
**November 11:** Veterans' Day  
School Closed  
**November 25:** Half-Day of School  
**November 26-27:** Thanksgiving Recess  
School Closed

17 Days

**May 5:** No School - Staff PD  
**May 31:** Memorial Day School Closed  
**May 27-June 10:** Revision  
TBD: May MCAS Dates

19 Days



**December 10-16:** Term I Revision  
**December 17-23:** End of Term Exams  
**December 24-25:** Christmas Observed  
School Closed  
**December 28-31:** Winter Break  
No School

17 Days

**June 1-10:** Revision  
**June 11-17:** End of Year Exams  
**June 18:** 170<sup>th</sup> day of school Half-day  
(Last day, assuming no snow days)  
**June 19:** Juneteenth Holiday  
**June 21:** All Staff Wrap-up Day  
**June 25:** Report Cards Mailed / 175<sup>th</sup> Day  
TBD: Summer School 2021

14 Days



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	Reports	No School
	PD Day	School Closed
	STAR Testing	Start/End of Classes
	Revision	Final Exams
/	Half Day	State Testing

**No school:** Calendar staff report per working days' calendar  
**School Closed:** No staff report  
Term I: 65 days  
Term II: 105 days  
TOTAL: 170 days

Students will attend 170 days of instruction. Should school be canceled for any reason during the school year, days will be made up at points throughout the school year.<sup>7</sup>

[Here are the DESE guidance documents for school reopening.](#)

This link includes pdfs to the following information:

- DESE Protocols for Responding to COVID-19 Cases July 17
- DESE K-12 Transportation and Facilities Guidance July 22
- DESE Guidance for Courses Requiring Additional Safety Considerations July 24
- DESE Fall Reopening Facilities and Operations Guidance July 22
- DESE Remote Learning Guidance for Fall 2020 July 24
- DESE Reopening FAQ July 10
- DESE Initial Fall Reopening Guidance June 25