

Dear Mancos Families and Staff,

We are off to a great start in the 2021-22 school year. There are many steps we are taking to ensure the health and safety of our students and staff as well as keeping our schools open. The Mancos School District has hosted three COVID-19 vaccination clinics on our campus with great turnout each time. In the near future, we will be performing voluntary, COVID-19 screening tests on a weekly basis. The school has purchased high quality, air filtration systems for each classroom which will be quite helpful in the winter months. The staff and students are practicing frequent hand washing and some are wearing masks on a regular basis. Parents are doing a great job keeping students at home if they are sick or showing symptoms of COVID-19. Many parents are also seeking the knowledge of our District Nurse, Sharon Martinez, to inquire about their child's symptoms.

With all of these mitigation strategies in place, we are hopeful that our schools will remain open throughout the 2021-22 school year. However, it is imperative that we as a District, have a solid plan in place in the event that it is deemed necessary for the Mancos School District to transition to remote/at home learning. Here are the plans should this become necessary.

Middle School and High School Plans for Going Online

2021-22 Mancos Secondary Quarantine Instructional Protocol: Parent and Student version.

The following information is for parents and students who will be affected by a required quarantine due to a COVID 19 Outbreak at Mancos Secondary School. Parents and teachers will be notified by the school and the students' teachers as to which of the three protocols will be used as per the quarantine requirements. If you are unsure of the protocol to follow please contact your student's teachers.

Protocol #1

This is the protocol we will follow at the **secondary school in the case of a full school wide quarantine.**

1. Teachers and students will follow the Quarantine Schedule (see attached)
 - a. This is a modified schedule set up to ensure that students do not overload their internet capacities while at home.
2. Teachers will utilize google classroom to communicate lessons, instruction, assignments and presentations to all students/classes.
3. Teachers will utilize the instructional time in the Quarantine schedule to hold live google meets instructional sessions and homework help sessions. The focus will be on having the students complete research, studies, readings, etc. in order to develop project based activities for their classes.

4. Teachers will grade online work that is completed to a satisfactory level.
5. Attendance will be taken during each class meeting. Students are required to attend virtual teaching sessions.
6. Students may communicate with teachers during the regular school hours (7:50 am until 4:10pm). Please remember teachers have families and responsibilities outside of school so respect their time and communicate with them during regular school hours.

Protocol #2

This protocol is for when **only a grade level or group of students are in quarantine.**

1. Students will log into their teacher's classes on the regular school schedule. i.e. if the student has 1st period English with Mrs. Ropes at 7:50am, then he/she will log in at 7:50 am to the classroom's google meet session. The same goes for every subsequent class.
2. The teacher will teach remotely via google meets and google classroom.
3. Instruction will continue much the same as it did in person. The teacher and students will meet online during the same class period times and the teachers will provide instruction, support and lesson activities.
4. Students will have attendance taken during every class. They will be counted as being in attendance when the teacher actually sees them (in the video) during the google meets classroom session.
5. If a student or group of students are in quarantine and their peers are still in the classroom at school. The school will set up a computer in the classroom to allow the/those students at home to stay connected to the class / students and teachers on their regular school schedule.
6. Teachers will grade student work that is turned in on time and of the quality that is demanded.
7. Teachers will provide time during the day/class period for students to complete work.
8. Students will be reminded not to contact teachers outside of school hours.

Protocol #3

This protocol is for when a **teacher(s) is/are required to be quarantined and the teacher's students are still in attendance in person at school.**

1. The school will provide a substitute in order to cover the classroom with students and to provide in person support for learning in the classroom.
2. The teacher will log in remotely via google meets and provide direct instruction to the students in the classroom from home. Google Classroom will be used for assessments, instruction, and presentations.
3. If the teacher is too ill to provide instruction from home the substitute will utilize the teacher's emergency plans until the teacher can send substitute lesson plans.
4. The students will submit all classwork via google classroom and the teacher will grade accordingly.
5. Attendance will be taken by the substitute who is monitoring the classroom.

The above plans are all short team quarantine plans. In the unfortunate case that our school is ordered to close for more than a month at a time, the school administration may look into other options for the delivery of classroom instruction.