



Dear ACDS Families,

I am pleased to report that my team and the Return to Onsite Operations Task Force have developed a framework for approaching the opening of school in the fall. The greatest challenge in this effort is that circumstances are changing rapidly, and so it is imprudent to promise a course of action at this stage. Instead, we have developed three feasible scenarios for which we are preparing. For each scenario, we are identifying criteria, informed by CDC guidelines, that will help us determine which model is the safest and most effective under the conditions that exist in September.

Scenario 1: 5-Days Onsite

If we determine that conditions in our area allow us to maintain healthy operations, we are prepared to bring all students back to campus five days a week. Our small class sizes enable us to provide the recommended 3-6 feet of separation between students with some modifications of classrooms. In this plan, grades K-5 will continue to meet in their classrooms. Sixth Grade will divide between the Library and the PAC. Seventh Grade will form two separate groups in the gymnasium. The Eighth Grade will occupy two enlarged classrooms on the third floor, created by removing walls between adjoining classrooms. Outdoor spaces may also be employed.

Scenario 2: Hybrid Onsite/Offsite

If we determine or guidelines dictate that bringing all students to campus five days a week poses too great a risk to our staff, our families, and our students, we have developed a model that enables us to employ both remote and onsite learning to reduce the number of people in the building at any one time. Prioritizing our youngest children, this scenario brings grades K-2 on campus four days a week. Other grades will come to campus two days a week and take part in robust remote instruction for two days. The fifth day would be offsite for all students and staff, providing a day for small group work, one-on-one conferring, catch up and recovery, activities, and faculty planning. This model significantly reduces the number of students and staff in the building at any one time. A revised schedule aligns onsite and remote learning experiences, and remote learning will involve live, synchronous instruction.

Scenario 3: Fully Remote

If the Governor orders schools to close or there is a significant outbreak within the ACDS community, we are prepared to initiate a fully remote solution. Fully remote instruction would be primarily live and synchronous and would follow a rigorous schedule throughout the day. Higher standards of engagement would be required than were expected in the spring.

The schedules for each scenario have been aligned and coordinated to allow for smooth and rapid toggling among these solutions at any point during the school year should circumstances require us to do so.

We understand that some families may require a remote solution even when students are able to be onsite. We will be able to accommodate these families by providing live,

interactive, video access, so that remote students can participate in classroom instruction.

The following procedures will be adhered to for any onsite attendance:

- **Temperature Checking and Screening.** All students and staff will have their temperature checked before entering the building and families and staff will be asked to confirm a set of screening questions each day.
- **Face Coverings.** All students and adults will wear face coverings while inside the building. We recognize the challenges this expectation will present to our youngest students, and we encourage you to have your children practice wearing a mask for extended periods, starting with shorter lengths of time and incrementally increasing in duration.
- **Cohort Grouping.** Students will be grouped in cohorts that will be assigned to a classroom space. Teachers in upper grades and specialists will visit students in their classrooms or convene remotely rather than having students travel to other classrooms. Cohort groups will not intermingle at all during the school day in order to reduce the likelihood of transmission outside the group.
- **Hand Washing and Sanitizing.** Students and teachers will take part in regular and frequent hand washing and hand sanitizer will be available in all areas. Cleaning staff will be present throughout the day to disinfect common areas and surfaces and thorough building-wide cleaning will occur before each school day begins.
- **Increased Ventilation.** We are fortunate to have a building in which nearly all classrooms have many windows. Windows will be opened and our HVAC system will be calibrated to handle increased airflow. Our HEPA filters will be changed frequently. Larger spaces, such as the library, PAC, and gymnasium, which may serve as academic classroom spaces, have more robust air handlers and steps will be taken to increase airflow.

There are numerous other procedures and details that will be employed as well and which will be shared as our plan unfolds.

In the coming days and weeks, we will share the decision-making process that we will follow in determining our opening scenario. I understand that you will want to know our course of action as soon as possible and we will communicate with you regularly about where things stand as we monitor local conditions. However, I encourage you to prepare for each of the scenarios I describe above, since we may be forced to shift from one to another with limited lead time.

Obviously, our preference is to have students on campus as much as possible.

There are many factors to consider, including current infection trends in our area, the safety of more vulnerable members of our community, and the recommendation of state and local health officials. No matter what circumstances demand, we are prepared to provide a strong educational experience for all of our students.

In forthcoming communications, I will provide more specific information regarding the scenarios described above, the criteria that will guide our decision making, the steps we will be taking to reduce infection risk, and the approaches we will be taking to program and instruction. We will also provide more detail about daily procedures, like pick up and drop off, recess and lunch, AM/PM Care, and more.

As eager as you are to know what will happen in September, please be patient and trust that we are giving in-depth thought to all aspects of our reopening and that we will keep you informed. We also know that some things require a bit more lead time to prepare, and so we will be sharing information about items that may need to be purchased or acquired in advance regardless of which opening scenario we employ.

As always, if you have any questions or want to discuss your thoughts and concerns about the fall, please feel free to contact me.

Sincerely,



Scott Baytosh
Head of School



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Return to Onsite Operations Task Force

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Shahenaz Chhipa, Receptionist and Health Support
Sharla Deal, Purchasing Manager and Food Service Coordinator
Greg Deweese, 8th-Grade Parent
Monica Escobar, MS Language Arts Teacher
Julie Fischer, Epidemiologist, 7th-Grade Parent
Ty Hart, PE and Athletic Director
Ashton Hellmuth, 1st Grade Teacher
Liz Holland, 3rd Grade Teacher
BJ Ketchem, Head of Middle School
Meredith Kirchner, Director of Advancement
Stacey Knobler, Epidemiologist, Incoming 6th-Grade Parent
Atilla Kocsis, President of the Board of Trustees, 5th and 7th-Grade Parent
Kevin Kuntz, Chair of Finance Committee of the Board, 5th-Grade Parent
Scott Lieberman, Director of Technology
Lawrence Nunn, 2nd-Grade Parent
Leigh Rizzieri, AP President, 4th-Grade Parent
Victor Rodriguez, Facilities Director
Summer Sonner, Executive Assistant to the Head of School
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