

Schedules/Attendance/Calendar subcommittee agenda/notes, 7/27/20

In attendance: Emily W., Molly P., Molly F., Paula, Carly, Char, Sunny, Kendra, Teri, Angie

1. Introductions
2. Purpose of subcommittee - recommendations to the Board for all 3 instructional options regarding scheduling, calendar, attendance
3. Parent survey results - Overall, 58% of the 652 parents who have completed the survey selected the A/B option, 29% am/pm option, and 13% no preference. 80% was the commitment rate for their preferred option.
4. Schedules - We discussed different scheduling ideas for each of the instructional options:
 - a. Option 1: Full Face-to-Face (in the classroom wearing masks)- is this even possible? We cannot stay six feet apart in a room. Off the table. Latah County qualifies under the "community spread" category.
 - b. Option 2: Hybrid A/B or a.m./p.m. scenario (A combination of face-to-face and online instruction/learning) - Splitting the students into two pods is the only way to socially distance. We also discussed how important it is for the kids to be as cohorted as possible (ie: PE/music in their room, eat in their room, etc.). This reduces the number of kids/staff may be exposed and therefore need to be home. Discussed splitting the kids by alphabet so families stay together k-12. Blended families can request to be put together.
 - c. We discussed the hybrid schedule to be the preferred option for first semester and then re-evaluated for 2nd semester. We discussed the different hybrid options:
 - i. am/pm - not preferred by the majority of parents. Busing is a huge concern. Cleaning in between sessions would be challenging. Pros would be how much easier it would be to provide a 30 min. Duty free lunch for staff, and not having to worry about recess. Another pro would be that kids could get a grab and go lunch/breakfast four days/week.
 - ii. A/B schedule - Discussed AA schedule and then a break day on Wednesday to clean/prep/PD/collab and then BB. We also discussed the A/B, break day, and then A/B option. For elementary kids, the AA/BB would be better for routine; Safety wise it would be easier for AA/BB for cleaning and for notification if we have a positive case (ie: A group kid is sick, we have five days be we'd see them again to hopefully find out if they tested negative or positive). We discussed starting the year with B group on Th/F so both groups have live instruction prior to online days. Could special populations come every day A and B? Further discussions needed for block scheduling at the secondary level (see comment from Ms. Bean below). **Overall, the team felt the AA/BB schedule with no**

students in the building on Wednesday was the preferred hybrid option.

- iii. Wednesdays would be no live instruction. Since we would lose Friday collaboration time, this would be an ideal time to do that. As well as PD, prep, etc.
 - iv. What would an AA/BB schedule look like as far as minutes per day per class for secondary? How many minutes would we spend per subject/department in elementary? Reduce passing periods? Reducing number of classes they're taking?
 - v. What would lunch/recess look like for all students? Would the HS have a closed campus for lunch?
 - vi. Important to partner with community for childcare help. Could Adventure Club spread out to other areas in the community for those online days to provide childcare. Tap into the HIRC, churches, etc. for unused space.
 - vii. What would the time commitment be for parents on online day and expectations for teachers? We would want to be extremely clear with parents/staff what the time commitment and work expectations are for online days.
 - viii. How do we cover a 30 minute duty free lunch for all staff with an A/B schedule? At all levels?
 - ix. We need to look at how we can stagger start/dismissal times for kids and between passing periods.
- d. Option 3: Online instruction - What would the schedule look like if we're ALL online (due to an increase of Covid cases and community spread). We discussed how important it would be to have more consistency on zoom meetings/assignments going out on certain days. Buildings would have schedules for Zoom meetings. Do we stay in A/B cohorts for zoom meetings. Synchronised teaching or a-synchronised instruction? We felt that synchronised teaching would be very important (ie: if math class starts at 9 a.m. on A days, then we Zoom at 9 a.m. on A days as a class). The schedule should remain the same even though the format is now online. **Need to provide families with internet connectivity. Could we provide technology to students with internet access? Question for tech committee.**

Question for teaching/learning committee... If parents choose to go online only, do we really have to have a semester commitment? We might lose students with this requirement. Kids will not necessarily be assigned a teacher at their home school for elementary. At the secondary would they necessarily get the choices of classes? We assume classroom teachers wouldn't be the ones teaching the only online students? We would have dedicated online only teachers, correct? Any waivers from the SDE on certification?

Question for the health and safety committee...will kids temps be taken as they walk in the door? What are the recommendations for washing hands/sanitizer when they walk in the door? What's the recommendation regarding recess and sanitizing the playground equipment?

5. Calendar - Our team discussed how the school calendar might be impacted for the A/B schedule option:
 - a. Friday early dismissal for collaboration? Out the window? Trading it out for Wednesdays instead?
 - b. We need to look at the calendar to maximize instructional days. What can we move around, such as PD days, conference days to happen on Wednesdays instead so we have the most A/B days as possible. We want to be very conscientious about Wednesdays time...they will be extremely beneficial for making the A/B schedule work and work well. Need time to plan, collab with district teams, discuss best practices.
 - c. Do we start later to make sure teachers are professionally developed. **Propose to start on 9/10 to prepare.** Gives time for teachers to train parents and kids on Canvas. We are NOT in favor of starting online and then going live. Rather delay by a week and start strong with the hybrid model.
 - d. If we waited until 9/10, we give the district time to see where we're at as a community in relation to Covid numbers.
 - e. Angie will map out if we have an AA/BB calendar to see what the balance would be by the end of the year. She'll also look at how we can move around PD and conference days so they land on a Wednesday instead of M/T/Th/F.
 - f. If we start with B both groups would get instruction before online time.
 - g. Instructional hours? Will the state have leniency on required hours? Angie will look at this from the SDE.

6. Attendance - Our team just started discussing questions regarding attendance...
 - a. State requires 4 hours instruction/day.
 - b. Way over on hours in a normal school year at all grade levels
 - c. Can Canvas provide a time stamp of how long kids have been online, work completed.
 - d. What will the requirement/expectation be for the online days to "count" as attendance? How much of that online time overall can be counted?

7. Next meeting Friday, 7/31 at 8:00 a.m. via Zoom (Kendra will send the link)