

**Collaborative for Educational Services:
Mount Tom Academy Reopening Plan: Fall 2020
Phased Reopening/HYBRID Learning Model**

Mount Tom Academy founded in 1999 and currently housed on the campus of Holyoke Community College is a program dedicated to serving students in a highly individualized academic program with both academic and social emotional support.

Being on the HCC campus, students have the opportunity to fully engage in campus life. Once enrolled students receive an HCC ID and have access to facilities including the library, cafeteria, gym, activities, internships, performances and internships.

Our partnership with HCC continues to develop and we anticipate more opportunities to access enrollment in specialized classes offered through the Gateway to College Program. Students will continue to access dual enrollment opportunities.

However, HCC will be serving students remotely in the fall and cannot offer us the facility support as they will be minimally staffed for cleaning and staffing the common areas. While we were pursuing alternate HCC space in Holyoke until very recently, that did not come to fruition.

As schools open, Mount Tom will be located at 97 Hawley Street, the CES offices utilizing the two combined conference rooms (A&B)

The choice of Conference Rooms A&B will allow:

- No additional non budgeted costs for rent
- Students to have their own entrance/exit
- Careful monitoring at daily arrival by program staff
- Isolation space should a student exhibit symptoms
- Access to the HEC Academy nurse
- Access to the outdoor break area with picnic table (with adult supervision)
- For additional time to identify a long term location (should that be needed)

CES has a Coved 19 control plan in place, and the Pandemic Emergency Reopening Teams including staff from Bus. Ops/HR along with school personnel are working to do a crosswalk between DESE guidelines, CDC recommendations, and OSHA requirements in order to plan for a safe learning environment for staff and students. Recommendations and protocols will be finalized in consultation with our HEC Academy school physician and HEC Academy School Nurse who is actively engaged with the Department of Public Health.

DESE has established protocols and expectations for PPE use, and in response to potential illness. Mount Tom will follow all guidelines accordingly.

Everyone is a learner

Enrollment:

Mount Tom's maximum enrollment is planned for 16 students based on the current staffing model. Current student enrollment derives from:

Agawam (1)
Belchertown (1)
East Longmeadow (2)
Greenfield (1)
Hatfield (1)
Hampshire Regional (2)
Northampton (1)
Ware (1)
West Springfield (4)

Note: Currently a number of districts have opted to offer remote educational services to their high school students. We do not (yet) know what impact this may have on transportation to Mount Tom. It may mean that certain students by district choice, will be served remotely for a period of time. Mount Tom staff experienced great success with students remotely in the spring.

Space Determination/Cohort Model/HYBRID Learning

Based on available space, using DESE & CDC guidelines, the CES Pandemic Reopening Team has determined that based on six foot social distancing standards, the maximum occupancy for the classroom space is eleven (11) individuals.

Accordingly, students will be broken up into 2 cohort groups. It is believed that cohort groups will allow for more control of the potential spread of COVID 19. Mount Tom cohort groups will be built by staff during the initial days of staff return. It will be necessary to consider enrollment by district to maximize transportation needs. Student learning profiles will also impact cohort placement.

Staffing:

Mount Tom is currently staffed with (3 individuals) a full time teacher, assistant teacher and an educational mentor who will work four full program days. Planning time is built into the schedule after students have completed the program day.

Full time/part time staff will maintain a 185 work day schedule.

Staff are being surveyed to identify any potential concerns they may have in returning for in person learning.

Program Calendar:

As mandated by DESE, staff will be scheduled for ten days of professional development, training and academic planning including having virtual meetings with students and their families to check in and best prepare for the upcoming school year.

Students will attend 170 school days in a combination of in person, remote and independent work time monitored by staff.

Mount Tom Proposed Phased Reopening: HYBRID MODEL

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| <p>August 31st - September 14th (September 7th - Labor Day - holiday)</p> | <p>Ten day Staff Preparation Safety Training Professional Development Staff Collaborative Planning Staff assign Core Academic Classes in APEX Staff set up virtual meetings with students and families for following week Draft Individual</p> |
| <p>September 15th (Remote learning continues through Sept. 25th)</p> | <p>Remote Learning Begins All students attend remote Student Orientation 9-12 pm Students begin assigned work in APEX/staff monitoring Staff setup/attend virtual meetings with students and families for check in: establish goals and work plan Staff Planning time: Readyng classroom space for student occupancy</p> |
| <p>September 28th</p> | <p>Hybrid Learning Model Begins Monday, Sept 28th: Cohort A begins In person (2 days per week) Wednesday, Sept 30th: Cohort B begins In person (2 days per week) Friday, Oct. 2nd: All students remote: group classes, academic support</p> |
| <p>When Conditions Require:</p> | <p>Fully Remote programming & supports</p> |

Hybrid Learning Model:

Mount Tom is uniquely positioned to be flexible, adaptable and responsive to student needs. As it is designed primarily for independent learning and all programming highly individualized, and we have the appropriate tools to do this, current students are familiar and already comfortable with a combination of independent work, small group academic supports, group activities, google classroom lessons & options, and individual weekly meetings (or more frequently if needed) to check in on successes and challenges that might need to be addressed.

Academic Program & Social Emotional Supports:

We know that students have experienced a lack of success in a traditional school environment and need significant support to achieve success. Mount Tom offers students the opportunity to recover courses/credits, move forward in course work for graduation, access social emotional and one on one academic tutorial and support, opportunities to explore, art, music through group lessons, and dual enrollment through HCC as seniors.

All students will be assigned a full year of academic study. Some students (as we saw this past spring can also accelerate learning in a remote model) and that is an option always.

APEX:

Core courses are assigned in APEX software at the beginning of each school year or as students successfully complete lessons online. APEX offers hundreds of courses that can be assigned based on school district graduation requirements. Learning is supported one on one by staff and may be adapted based on student needs. Students are assessed through APEX in the form of quizzes and tests. Staff can monitor student progress. For some students, staff may make modifications to the lessons, assign a skill building class, or alter a course level as needed.

Google Classroom:

Mount Tom staff have created a compendium of project based lessons in multiple subject areas to enhance or replace units in APEX. Many students appreciate the opportunity to actively learn in a cross curricular project housed in google classroom. Mount Tom staff introduce the project overview and allow students to have a voice and project outcomes. All projects are aligned with MA Curriculum Frameworks and are assessed and graded.

Social Emotional Learning & Supports:

Mount Tom is fortunate to have an experienced social worker on staff who serves in the role of educational mentor. In her role, she offers individual student support through counseling and guidance but also works with other staff to understand how to build an academic support model for each student. We anticipate that students may have difficulty transitioning back to school and continued worry for friends and family, we will begin individual check ins as the year opens.

In addition (and in particular during this past spring) she checks in with families often and is able to provide support to them.

Our Educational Mentor designs group lessons and activities that focus on CASEL's five core competencies; Self Awareness, Self-management, Responsible Decision Making, Social Awareness, Relationship skills. All students are required to attend these sessions and typically find the activities highly engaging.

Two days in/Three Out: Staff Support 5 days per week

In our hybrid learning model, students will attend in person two days per week. On Fridays, enrichment and group support classes will be offered.

- Cohort A will attend Monday/Tuesday and be remote Wednesday through Friday,
- Cohort B will attend Wednesday/Thursday and be remote Monday, Tuesday and Friday.

Students will be expected to attend and will be monitored for participation and attendance. One particular favorite Friday whole group class is art which saw high levels of engagement and participation even during remote learning last year. It is an opportunity for community building, reflecting on the week, and creating with the simplest found objects. (please see remote learning schedule below)

All students will receive an individual learning plan and schedule.

Sample Individual Student Learning Plan that will be adapted for both HYBRID and REMOTE as needed for the FY21 school year.

**Mount Tom Academy
Individual Remote Student Learning Plan, spring 2020**

Primary Contact: Ms. Elise Robinson, Content Teacher and Case Manager

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|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Student: | Program: Mount Tom Academy |
| Sending District: | IEP: no |
| Student remote learning platform | Apex Learning System: used during school year Google Classroom: used during school year Virtual classroom: starting 3/16/20 |
| Start Date: 3/16/2020 | End Date: when campuses reopen |

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| Strengths | Student A has been in the Mount Tom Academy program since February, 2020. He works best with one-one lessons. During these lessons and discussions he shows a profound depth of intellectual ability and analytical skills. He is interested in the gamut of subjects and has a passion for learning. He writes in-depth, introspective rap songs, which include rhyme and meter. He prefers to work directly with instructors but is flexible and joins group lessons and activities. |
| Challenges | Due to anxiety and depression Student A can be inconsistent with his focus on learning, both in independent, group and one on one instruction. He forms quick and intense relationships both inside and outside of school, which impact his focus on schoolwork. |

APEX Courses Enrolled:

Environmental Science
 English
 Algebra 1
 US History

Assigned Google Classroom Lessons:

| Support | Additional Information/Technologies Used |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Apex Learning platform, Google Classroom lessons and assignments, reading out loud with visual reading materials to go along with it, math problems using visuals from teacher, videos/documentaries, eBooks, audio books | Boston Public Library card (always free), Hoopla, PBS Learning Media, Khan Academy videos, audiobooks.com (free for students during this time) |
| Group lessons Monday--Friday | Google Earth, Google Moon and Google Mars exploration, interactive Sporcle.com exercises, high interest activities each week for socialization, History, Math, Art class each week. Includes activity for socialization, Google Earth, Moon and Mars activities, sporcle.com quizzes. All use Google Meet and Zoom. |
| One-on-one lessons 2-5 times a week | All school subjects are discussed. |

| Contact Information of providers | | |
|-----------------------------------------|-----------------------|------------------------------|
| Elise Robinson | Teacher, Case Manager | erobinson@collaborative.org |
| Carole Jackewich | Assistant Teacher | cjackewich@collaborative.org |
| Allyson Mazzuchi | Educational Mentor | amazuchi@collaborative.org |
| Program cell phone | 413-387-3880 | |

Services and Instruction

Monday

| time | one on one learning/group | independent learning |
|-----------------|----------------------------------|-----------------------------|
| 10-10:45 | English | x |
| 11-11:45 | x | English |
| 12-12:45 | x | History |
| 1-1:45 | x | Science |

Tuesday

| time | one on one learning/group | independent learning |
|-----------------|----------------------------------|-----------------------------|
| 10-10:45 | English | x |
| 11-11:45 | Algebra 1 (group) | x |
| 12-12:45 | x | History |
| 1-1:45 | x | Science |

Wednesday

| time | one on one learning/group | independent learning |
|-------------------|----------------------------------|-----------------------------|
| 10-10:45 | History | |
| 11-11:45 | x | Science |
| 12:30-1:30 | History (group | |
| 1-1:45 | x | English |

Thursday

| time | one on one learning/group | independent learning |
|---------------------|----------------------------------|-----------------------------|
| 10-10:45 | One-on-one lesson | x |
| 11-12 | Algebra (group) | x |
| 12:30-1-1:15 | Art | x |
| 1-1:45 | x | English |

Friday

| time | one on one learning/group | independent learning |
|--------------------|----------------------------------|-----------------------------|
| 10:11 | One-on-one lesson | x |
| 11-11:12:15 | x | History |
| 12:30-1:15 | x | Algebra |
| 1:30-2:15 | x | English |

Shift to Fully Remote:

On March 16, 2020, as schools were closed by Governor Baker, Mount Tom students did not skip a beat in their academic program. All students had access to a Chromebook (provided by MountTom or use of a home device). They were able to continue working through APEX on coursework the very next Monday.

We anticipate being able to be agile in the shift once again.

The determination to move to a fully remote learning model will be determined in consultation:

MA State guidelines for possible school closure & metrics

CES Pandemic Emergency Response Team

Local DPH guidelines

CDC Guidelines

HEC Academy School Physician, Dr. Johanson

HEC Academy School Nurse

CES administration

In preparation for the potential to go remote, students will be surveyed to assess digital needs.

All students will be issued an updated learning plan and a full weekly schedule of classes.

For questions, please contact:

Karen Reuter

Deputy Director

Collaborative for Educational Services

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