

2020 Reopening Plan

Metropolitan Lighthouse Charter School

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Bronx, NY 10452

Phone: 718-893-0640

Kurt Davidson, K-8 Principal

Tyra Williams, High School Principal

Kisha Perez, Manager of Business Operations, Covid-19 Safety Coordinator

Please note this plan is pending state approval and assumes public health requirements are met as set by local, state, and federal authorities. It is subject to change given the uncertainties of COVID-19.

Closure of School Facility and In-person Instruction



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Overview

Enclosed you will find the Metropolitan Lighthouse Charter School plan for re-opening for the 2020-2021 school year. The plan set forth in this document adheres to all of the guidelines set forth by the New York State Education Department, The New York City Department of Education and the Department of Health. This plan has been created by the school's committee on re-entry:

Melissa Alston, Managing Director of Operations K-12

Adonai John-Shiman, Assistant Principal K-8

Anthony Brown, Assistant Principal 9-12

Genai Goldsmith, Administrative Assistant 9-12

Kisha Perez, Manager of Business Operations K-12

Additionally, the needs and feedback of other key stakeholders have been incorporated into this plan, including community partners, staff, faculty, and families.

Whenever possible teachers will transition throughout the building to ensure limited movement in the building for the K-8. In the high school scholars will travel in pods throughout the building whenever possible, in a staggered schedule to ensure that the hallway capacity is limited to one pod of scholars at a time. Regular classrooms throughout the building have a maximum capacity of 12, this includes teachers and scholars. Smaller intervention classrooms throughout the building have a maximum capacity of 4, this includes teachers and scholars. Smaller intervention classrooms will not be utilized in our regular class schedule and will be utilized by teachers, only on a one off needs basis.

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Through our family survey, we have identified all scholars who will work completely remote and those that have a preference of a hybrid schedule. This preference will continue until the end of the first first marking period which ends on November 8, 2020. By October 12, 2020, a second quarter survey will be distributed to families to gauge their preferences for remote/hybrid scheduling for the second semester. Families who choose a hybrid model for their scholars can change to a remote model at any time during the semester. Notification of this change will need to be provided to the Main Office to ensure proper notification to school leaders and teachers. However, families that choose remote learning for their scholars, cannot change to hybrid learning during the semester. This ensures that we continue to host safe numbers of scholars in the building on hybrid days. If a family would like to change their scholars schedule from remote to hybrid, the next opportunity to do this will be when the semester two family survey is available, as noted above.

Metropolitan Lighthouse Charter School is committed to ensuring the safety of our full school community, how we will ensure this, is outlined below.

Definitions of Key Terms in this Plan:

- **Remote** - Scholars in this model will learn remotely. Classes will be a mix of live streaming instruction from the classroom, live Zoom classes and independent work assigned by teachers. (There may be times when scholars are requested to come into the building for quarterly orientation, testing, etc)
- **Hybrid** - Scholars in this model will learn both in the school building on their assigned schedule (A or B) and remotely.
- **MBO** - Manager of Business Operations.
- **DOO** - Director of Operations
- **CDC** - Center for Disease Control and Prevention
- **DOH** - Department of Health

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Health, Safety, and Operations

Health and Safety

Preventative Health Measures including PPE

The school will look a lot different than in the past. Change is necessary in order to ensure the safety of scholars, families, and staff. All DOH and CDC guidelines will be followed inside of the school building at all times. Scholars are required to come to school with a properly fitting mask every day to ensure that they are protected from possible Covid-19 exposure on their travels to school. All scholars and staff are required to have a properly fitting mask to enter the building. Additionally, if a hybrid model is adopted for the start of school and parents identify their scholar as being high risk, accommodation requests should be made with the Manager of Business Operations directly by email or phone. For those scholars who are at increased risk for severe illness from Covid-19 as per the CDC [guidelines](#), the school recommends that if families are able to keep their scholars home for full remote learning, that they do.

Those that arrive at the school without a mask, will be provided a mask by the school upon arrival. Masks must be cleaned or replaced after use or when damaged or soiled, may not be shared, and should be properly stored or discarded. Guidelines in regards to mask selection, how to wear masks and how to wash masks can be found on the CDC website [here](#). Upon entry into the building, all scholars and staff will be screened through a Thermal Imaging System. This system consists of a camera on a tripod and a computer. This screening will check for elevated body temperatures. If elevated body temperature is displayed, the operations team will utilize the manual forehead thermometer to check the staff member's or scholar's temperature again. If a staff member is found to have a temperature of 100 degrees Fahrenheit or higher, they will not be allowed to gain entry into the building and will be immediately sent to refer to their general doctor for clearance before they will be allowed to return into the building. If a scholar is found to have a temperature of 100 degrees Fahrenheit or higher and their parent is attempting to drop them off at school, the operations team will direct the parent to take their child to their general doctor for clearance before they will be allowed to return into the building. If a scholar is found to have a temperature of 100 degrees Fahrenheit or higher and

Closure of School Facility and In-person Instruction

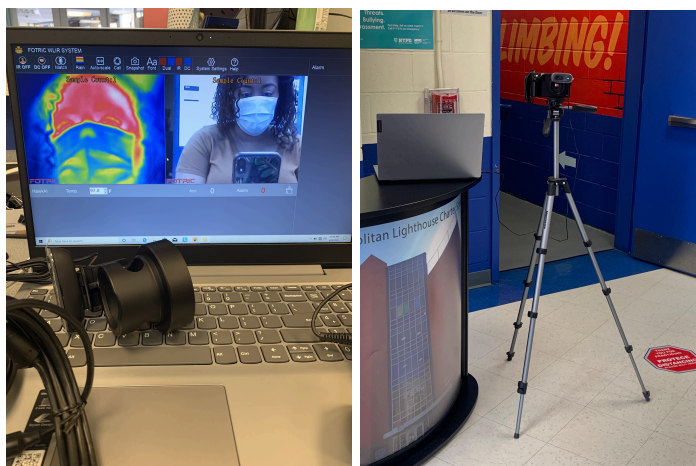


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The isolation room is a room on the first floor of the school building, closest to the lobby, where scholars who have shown signs of Covid-19 will be placed until their parents can pick them up. This room, when a scholar occupies the room, will always be supervised by a staff member. Additionally, the windows in this room will always be open to ensure proper ventilation. This room is different from the nurse's office, as those scholars experiencing Covid-19 symptoms need to be isolated from other scholars who need to check in with the nurse because they may have preexisting conditions and/or other non-related illnesses such as a stomachache. If a scholar presents symptoms that would deem them necessary to enter the isolation room, the nurse will evaluate the scholar before parents are called. If it is necessary for the scholar to be isolated, an authorized adult must come to pick up your scholar within 2 hours of being notified by the school.

We understand that mask wearing is very new to our scholars and staff. In order to ensure that scholars and staff have designated time to take mask breaks, mask breaks are scheduled into the school day. Mask breaks could occur on the outer portion of the roof, outside of the building or in the classroom socially distanced at least 6 ft apart. Mask breaks will happen daily, once before lunch and once after lunch.

Closure of School Facility and In-person Instruction

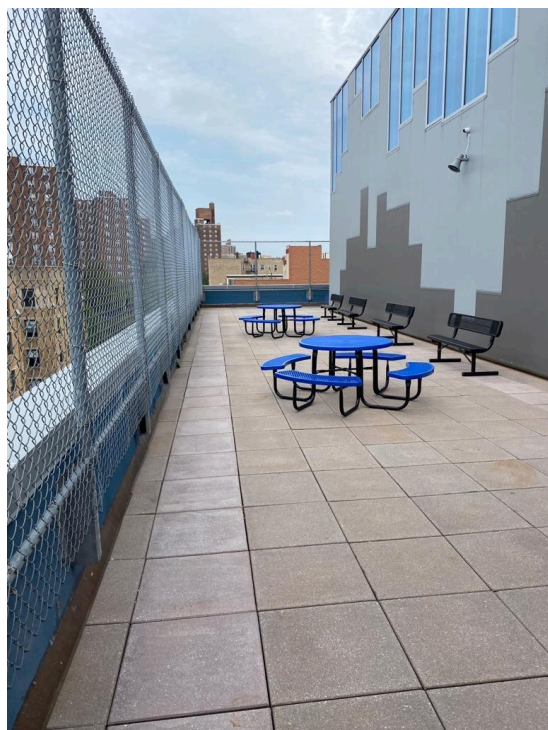


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Parents are required to send their scholars to school with a well fitting mask each day, however, if a scholar arrives at the school without a mask, a mask will be provided to the scholar by the school on an as needed basis. The school will maintain 30 days of PPE stock on hand throughout the school year as a precautionary measure.

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Monitoring of Health Conditions and Containment of Potential Transmission of COVID-19

Parents, we are counting on you! If your scholar wakes up feeling ill please do not send them to school. We understand that this may be a hard task, as scheduling conflicts can arise as a result. However, if we all commit to this, our school community will remain as healthy as possible. Please also take your scholar's temperature daily before sending them to school. If your child's temperature is 100 or above, please call the school to speak to the Manager of Business Operations and do not send your scholar to school. You should visit the doctor and update the MBO on the prognosis. Only the MBO can approve your scholar to return to school with appropriate medical clearance, once notification has been received. The MBO will maintain a school Covid-19 prevention log. This log will be tracked daily and will provide clearance tracking for staff, visitors and scholars.

Effective September 28, 2020, a parent or guardian must register for our new daily health screener. This health screener clearance will be mandatory for your scholar's entry into the building. You will receive an email at 5am every morning. If it is your scholars hybrid day to enter into the building the survey must be filled out and sent ahead of the arrival of your scholar to the building. The daily survey consists of four questions. If you are clear to enter into the building based on the answers to your four questions, the website will indicate that. Additionally based on your questions, the survey may deem you not eligible to enter into the building. If this happens, please call the Manager of Business Operations for follow up and next steps. If you do not call the Manager of Business Operations (MBO) the MBO will call you by the end of the day. The third potential outcome of the survey is a "needs review." Based on your answers, if you are given a needs review answer, please wait for a resolution to your survey before sending your scholar to school. Daily, the MBO will review all surveys in the "needs review" category from 5:30am-8:30am daily. After the MBO reviews the answers to your questions, the MBO will determine your eligibility to come into the building. Once completed, you will receive an email indicating whether you have been given approval to enter the building or if you will be denied access. If you are denied access to the building, expect a call from the MBO by the end of the day with next steps.

A new school protocol called the "Sick Scholar Protocol" has been written into the new handbook for the 2020-2021 school year. This protocol outlines the guidelines that the school has created for sick children. In general, if your scholar is sick you must utilize caution for others and keep them at home. All scholars that look visually sick, will be sent home upon arrival to the school. This is a practice that we will continue to follow as we have done in past years. The Sick Scholar Protocol outlines with detail,

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Infected Individuals

Our school nurse will make all determinations in regards to symptomatic scholars in the school building. The nurse, in partnership with the MBO will make a determination in regards to next steps and requirements to return into the school building after symptoms are present. Potentially infected staff will be sent home by the MBO, scholars will be placed in the isolation room until they can be picked up. Scholars must be picked up within 2 hours of notification to the scholar's parents, if they are placed in the isolation room (see sick scholar protocol). Metropolitan Lighthouse Charter School will follow the DOH recommendation for a 10 day period of isolation for a probable case based on symptoms. In the case of a positive confirmed test from a staff member or scholar, please see page 6 under closure of school facility and in person instruction. Documentation from a healthcare provider indicating symptom resolution, or if a Covid-19 test is positive, release from isolation, indicated by there CDC guidelines will be required for scholars to return to hybrid learning or to return to work for staff. Staff members should consult with the DOO for additional information in regards to time out of the building due to symptoms and/or positive Covid-19 testing.

Exposed Individuals

Exposure is defined as a being within 6 feet of a person who is confirmed to be infected with Covid-19 for a period of 10 minutes or more. Exposed scholars must remain home and immediately switch to remote learning if the scholars' symptoms allow for instruction to be productive and comfortable. Negative Covid-19 tests for an exposed scholar, as defined above, will not allow the scholar to return before the 10 day exposure quarantine period. The MBO will track this information and notify the parent/guardian of the approved return date to the school. If a staff member has been exposed to a confirmed case of Covid-19,

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Contact Tracing Program and Communication

Metropolitan Lighthouse Charter School will provide our families with regular updates about health and safety, school scheduling and other necessary communications via Alma messenger, school messenger, written forms and on our website. Scholar confidentiality will be maintained at all times in accordance with HIPAA and FERPA guidelines.

The Manager of Business Operations will be the main contact upon the identification of a positive Covid-19 test for scholars K-12. The MBO is Kisha Perez. Kisha can be reached at kisha.perez@met.lha.net. The Director of Operations will be the main contact upon the identification of a positive Covid-19 test for staff K-12. The DOO is Melissa Alston. Melissa can be reached at melissa.alston@met.lha.net.

Contact Tracing

The DOH will notify the school of any cases that affect the school identified by the NYC Contact Tracing Corps. Metropolitan Lighthouse Charter School will not try to determine who is to be excluded from school based on contact without guidance and direction from the local department of health once notification has been made. Metropolitan Lighthouse Charter School will cooperate with state and local health department contact tracing by knowing who may have had contact at school with a confirmed case by:

- Keeping accurate attendance records of scholars and staff members.
- Ensuring scholar schedules are up to date.
- Keep an internal log of all scholar and staff symptoms/confirmed Covid-19 cases and identified exposures.
- Keep health screener data archived and up to date.
- Keeping a log of any visitors which includes date, time and where in the school they visited.

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- Assisting local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.

Closure Triggers (Confirmed)*

One confirmed case of a staff member or scholar who was in physical attendance in the building will trigger the school to close. The determination of school closure will be determined by the DOO and communication through the MBO. If the building is closed due to a confirmed Covid-19, the full school K-12 will switch to remote learning, the morning immediately following the notification of school closure. If the school switches to remote learning following closure due to a confirmed Covid-19 case, the school will remain closed physically for a period of 10 days. During the closure, deep cleaning protocols will continue.

Metropolitan Lighthouse Charter School will follow the DOE guidance to determine additional external factors that may cause the school to switch to remote learning. Some of these factors may include but are not limited to, an increased absenteeism or increased illness in the school community (even remotely), increased Covid-19 confirmed cases within the school's zip code and overall resurgence of Covid-19 in New York over the Governor's 4% indicator.

Operations

- Operations team and coordinators will:
 - Ensure all families have supplies needed to switch to fully remote learning successfully.
 - Ensure all families have technology necessary to switch to fully remote learning successfully.
 - Switch all attendance tracking to remote protocols.
 - Notify school nurse, DoH, DoE School Foods, OPT of school closure, Woodycrest afterschool partners, DoE provided paraprofessionals and the school's authorizer.
 - Notify the custodial team of school closure and request deep cleaning of all rooms.

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Facilities

The safety and security of our scholars is our top priority. We understand that as parents you trust us to keep your children safe and we don't take this task lightly. We realize that culturally, a lot will change for our scholars in the school building. One way we plan to help ease the uncertainty of how our new protocols will look and feel, we have created a number of instructional videos that will demonstrate how to safely put on a mask, wash your hands, utilize hand sanitizer, get your temperature taken, how to safely enter the building, how to safely exit the building and how to socially distance.

Modifications to classrooms to ensure social distancing have been made and comply with all FDNY fire codes.

We have switched our standard air filters in our air and heating units to MREV 13 filters to increase particle filtration and air quality in our building.

Hand sanitizer stations have been installed in the multipurpose room, lobby, and all hallways to ensure increased access. The school has increased on hands of hand soap to ensure a generous stock as handwashing will increase significantly as per the direction of the school and the guidelines of the CDC and DOH.

Closure of School Facility and In-person Instruction

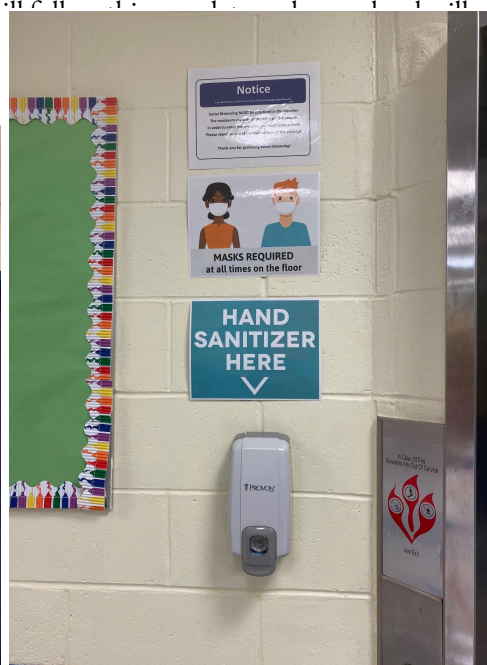
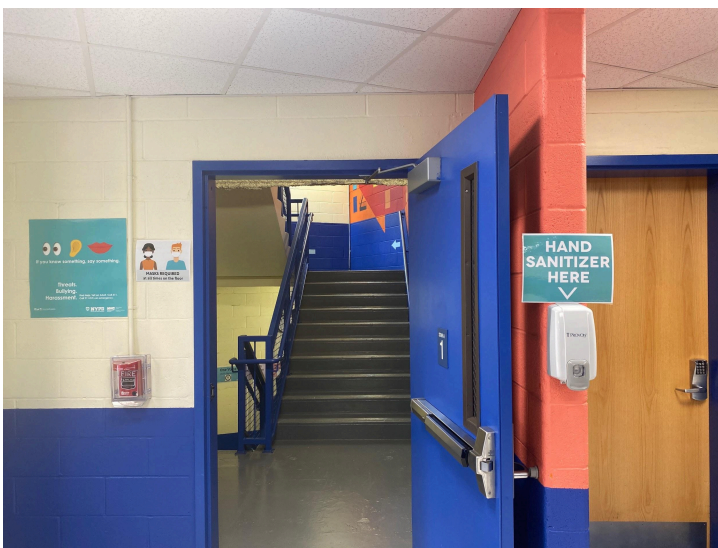


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In the past, scholars would transition to different classrooms and different floors every period. As a school, we will be moving to teachers moving to different classrooms and different floors every period and have scholars stay in their classrooms for K-8th grades. 9th to 12th grade scholars This will significantly reduce the amount of foot traffic in the hallways and therefore reducing the potential exposure.

As much as the weather allows, we will keep all classroom and stairwell windows open throughout the day to increase ventilation.

In classrooms, we have reduced the number of scholars that can safely be in each room at one time. Previously we welcomed 26 to 28 scholars in each of our classrooms. Going forward, our classrooms will hold a maximum of 12 people per classroom depending on the size of the room. Intervention rooms were previously utilized to pull our small groups of up to 12 scholars at a time.

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Lunch will be served in the classroom to ensure minimal movement of scholars. Scholars will be mandated to wash their hands before lunch is served. 2 boys and 2 girls will be allowed to wash their hands at a time. Classes will be staggered per floor, so as to allow for everyone to wash their hands while being socially distant. Sharing of food will not be permitted.

Our A and B stairwells in the building have always been designated as up (A) and down (B) stairwells. This protocol will continue, as it is the most conducive to the safety of our scholars, to keep traffic flowing all in the same direction.

During the school day, every floor will have a safety floor monitor posted in the hallway. These monitors will ensure that scholars are social distancing and there is only a maximum of 2 scholars in either restroom on the floor at a time. Safety monitors will also communicate with teachers when it is safe to release scholars when transitioning is necessary to ensure that there is only one class in the hallway at a time.

In classrooms, desks and chairs are numbered to ensure that desks and chairs are utilized as part of a set. Scholars will be assigned a number and this number will indicate where they will sit in the classroom. Scholars will not be permitted to switch desks.

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Hallways on all floors will be split into two sides utilizing tape and arrows to remind scholars of the direction/flow of traffic. There will also be indicators within each line of where 6ft is within a line. The flow of traffic will always be to walk along the wall to your right hand side in a single file line. This will ensure that scholars are socially distanced from the sides and front and behind.

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Another precautionary measure that the school has taken is in regards to school visitors. Visitors that are not required to enter the building will not be allowed into the building. School deliveries will be left outside of the building at the front doors and sanitized before packages are able to enter the building. Parents will not be allowed into the building under most circumstances. Any request for teacher or leadership meetings will be taken at the door and a video call will be scheduled at a time that is convenient for you. Authorized visitors that must come into the building must wear a mask, have their temperature taken, and utilize hand sanitizer upon entering the building. While this is a big change for us, we are confident that parents will understand the level of caution we are exercising to ensure the maximum protection of our scholars in the building. As a result, parent pick-up will occur outside of the building. Parents will line up socially distanced along the front of the building going up towards Summit Avenue. Scholars will be called from their classroom when parents arrive and will be walked out to you at the front of the parent pick up line. Additionally, dismissal times will be staggered to ensure the least amount of hallway and stairwell traffic. Scholar walk homes

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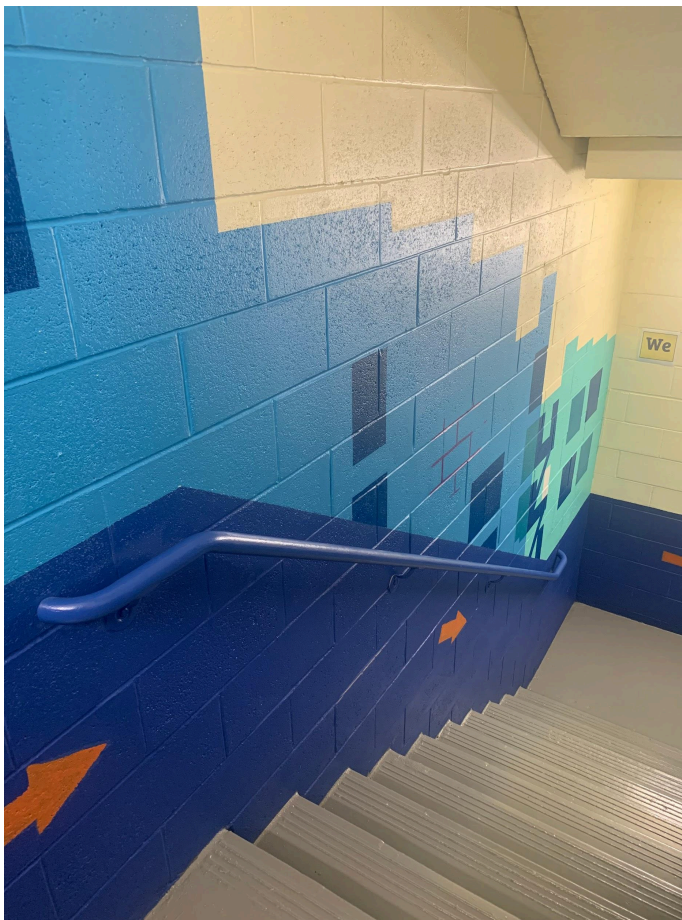
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Another new protocol that we have developed is "Stop and Clean." Stop and Clean happens three times a day, "Stop and Clean" will be announced schoolwide over the loudspeaker. During this time, teachers will direct their scholars to stop and clean their work area. Every classroom will be equipped with a bucket of disinfectant wipes for this purpose. Stop and Clean will also happen in the main lobby, where the office staff will clean and sanitize all of the common areas of the lobby and entrance to the building. This will not only help us stay safe in the school but build a culture around safety.

We have also partnered with our contracted cleaning service for further precautions. Every day at 10 am and 2 pm, a trained custodial staff member will utilize our electrostatic disinfecting machine to disinfect the elevator, the stairwells, the restrooms, and all hallways in the building. Additionally, after all, scholars and staff have left the building every evening, a trained custodian staff member will utilize the electrostatic disinfecting machine to disinfect the aforementioned areas in addition to all classrooms in the building.

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PX300ES Cordless Electrostatic Backpack Sprayer

- Easy to train, complete system designed around optimal disinfecting and sanitizing chemistries.
- Maximize Efficiency with the ability to Disinfect or Sanitize up to 4x greater surface area than traditional cleaning programs in no additional time.
- Reduce infection rates through more proactive and comprehensive disinfection procedures.
- Touchless Disinfection or Sanitization of full rooms in under 3 minutes
- Lightweight and portable
- Quiet - Suitable for use in any environment
- Removable tank holds 2.25 gallons
- 10,000 sq/ft of coverage per tank
- Save Time, Save Money
- Increased Performance
- **4 Hour** continuous run time lithium battery
- Optimal Spraying distance of 5-8 feet



Child Nutrition

The nutrition of our scholars is a priority for our school. Healthy and nourished scholars are happy and attentive scholars that are ready to learn and grow. Our school utilizes the New York City Department of Education's School Foods Program to provide food for scholars. With that said, our school will continue to follow School Food's direction for providing breakfast and lunch to scholars. Our scholars will have daily access to cold breakfast and lunch in the classroom each school day during hybrid. Additionally, for scholars who are fully remote or remote on their non school days, cold breakfast and lunch can be picked up at school on those days. When meals are served in person at the school, sharing of food amongst scholars will not be permitted. Additionally, teachers will ensure that scholars wash their hands before and after meals are served. Teachers and support breakfast/lunch staff will have access to scholar allergies via our student information system, Alma, and will be updated by the MBO at the start of school to ensure all teachers are aware of food allergies for those scholars in their direct care.

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Transportation

We as a school, recognize that parents rely heavily on reliable and safe transportation for your scholar/s. Our school utilizes the New York City Department of Education's Office of Pupil Transportation to provide our scholars with bus transportation. If the school's reopen for in-person or a hybrid schedule, we will be looking to the Office of Pupil Transportation to set forth bus disinfection measures. Additionally, we will look to the Office of Pupil Transportation to hold our bus companies (Pioneer and Grandpa) accountable for enforcing social distancing on the bus, providing proper ventilation, taking temperatures of scholars at bus stops before they get on the bus and wearing masks on the bus. If your scholar utilizes a bus service, they must wear a mask on the bus. Please note, if the Office of Pupil Transportation does not provide public schools with bus transportation then our school will also not have bus service to or from the school.

If your scholar is of an age where you feel comfortable with them walking to the school and a distance that is reasonable, we would encourage this greatly.

Budget and Fiscal Matters

Although a cut to schools' budgets has been announced, please rest assured that our school is in good fiscal standing with the appropriate resources to ensure healthy functioning. The school is asking, however, that our parents stay committed to the following in order to ensure the maximum amount of funding is allocated to our school:

- Fill out the annual school food lunch application form. (This form allows the City and State to allocate much-needed funds to our school based on the demographics of our families)
- Maintain consistent attendance whether it be in-person school, virtual instruction, or a hybrid. (This ensures that we receive the maximum amount of funds for scholars)

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Staffing

At the elementary, middle, and high school, our staffing has remained consistent from the 2019-2020 school year. Additionally, we have added two managers of operations and another school aide to support all grades. In the elementary school, we have added an additional teacher support staff member and two NYU Resident Teacher interns. In high school we have added an additional science and math teacher, a technology teacher, a SpEd teacher, and a social worker. The aforementioned additions to our organization chart will ensure that we have adequate staffing to support the increased needs of our scholars and families during this time. Whether in person, remote, or a hybrid of the two, our schools are equipped to ensure that we are meeting the academic and social-emotional needs of our scholars and families.

Our school has written protocol to conduct required school safety drills with modifications to ensure social distancing between scholars and staff. The MBO will conduct BRT team meetings to ensure staff are aware of the changes to drill protocols. Drills are scheduled to begin when hybrid in the building begins.

As a school community, we have worked very hard to deliver safety expectations for our school that are far beyond the minimum requirements. However, for those staff members who are at increased risk for severe illness from Covid-19 as per the CDC [guidelines](#) should contact the Director of Operations to formally request additional accommodations. All accommodation requests will be reviewed by the DOO (and in some cases the school's counsel) and categories for which accommodations will be provided will be articulated to staff as necessary. Accommodation requests will be granted (or denied) in writing and will be vetted by the school's counsel when deemed necessary by the DOO.

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School Culture, Attendance, and SEL

School Culture

Our K-12 school is a Met Family, where one of our main goals is to foster our scholars' identities, voices and opinions into all aspects of our culture and environment. We are proud to be members of the Met community and recognize that our scholars, staff and families are the key components of the pride and identity that make up our school culture. This year, we aim to continue to align our K-12 culture vision and develop our scholar mentorship and/ or houses system, to facilitate learning, leadership and relationships amongst scholars of all ages in our building.

As a school that focuses on Restorative Practices, we will continue to develop and maintain healthy relationships, through facilitation of our Community circles and Restorative circles. While learning in the school building or remotely, scholars will have the opportunity to engage in teacher and staff-led conversations in order to share and learn about their own and their classmates' community, identity and interests. Scholars will also work to continuously build and restore meaningful relationships and develop an understanding of the importance of sharing and receiving praise from others.

At Met, as we continue to prioritize the safety of our scholars, staff and family, we will be sharing, modeling and reinforcing our values and behavior expectations for every scholar. Through our Positive Behavioral Interventions and Supports (PBIS) System, we will reward scholars weekly who are meeting and/ or exceeding our expectations through the use of our Met Bucks, Met Store and/or online Meet Snappy Reward Program.

Attendance and Chronic Absenteeism

COVID-19 has been a very confusing and difficult time for our school and community. First and foremost, we are committed to working together to support you and your scholar around this complicated time. We are here to support our scholars and families

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One adaptation for Hybrid Learning and Remote Learning will be the following:

Attendance is taken daily by teachers during Zoom calls and by looking at complete work submitted. All scholars are expected to join a Zoom class. In order to be counted present for a class, there must be evidence of classwork complete that day. Please note the Google Classroom does give time stamps for when work is completed. Attendance is mandatory and is recorded every day to be submitted to the city.

We will offer a tiered level of support for scholars and families with chronic absenteeism:

Tier 1:

- Weekly support calls by teachers, documented
- Proactive check in calls from members of the Culture Team, documented

Tier 2:

- Scholars identified as being "Red Flagged" (little to no presence in zoom or completion of independent academic work) will receive a call from a Culture Team member, documented
- "Red Flagged" 2 weeks in a row:
 - In Person Parent meeting /Home visit with 1-2 members of the culture team/ translation support (following very specific social distance protocols), documented
 - Principal signed letter sent home

Tier 3:

- After School RC on a needed basis, documented
- Full week turnaround period, with little to no improvement of attendance, little to no evidence of attempting to improve attendance or no communication around issues that arise that are getting in the way of attendance= Call to ACS - Educational Neglect Support Services

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Social-Emotional Well-Being

We are a MET family and our scholar's social-emotional health is very important to us. We are aware that these tumultuous times that our country is experiencing this year have put our families under tremendous pressures and the future feels more unpredictable than ever. The notable strain that our scholars have endured being unable to interact with their friends and teachers is difficult for us all. The pandemic, sheltering in, and recent upheavals over racial violence have affected our entire school community.

We know children need consistency and structure, and, in part, that has informed how we have structured our hybrid model. Our Culture Team is working hard to ensure a well-developed plan to address all our scholars' needs. They understand that this is a time when we, as a school community, need to cultivate healthy relationships, open dialogue, and coping strategies. This year our Culture Team will be using the SOAR Learning program along with a number of other resources in order to, "celebrate students' individual strengths, aptitude, and creativity while building students' confidence and supporting the creativity of teachers." More than ever now is the time to help all of our learners develop and demonstrate empathy, compassion, and resilience and we intend to give them the tools necessary to become successful in these areas along with achieving academic success.

- During our annual PDI, our staff will be trained by RAMAPO to identify the signs of trauma, which may include mild forms of sadness, anger, or other disturbances and to help our scholars develop healthy coping strategies. During these sessions, staff will also be provided with a clear understanding of how individual situations should be addressed schoolwide
- Morning meetings and Advisory sessions will be opportunities for teachers to check in with their scholars and assess their wellbeing
- Our culture team is working hard to ensure that scholars have opportunities for social interaction throughout the school week
- Incorporating outside resources such as Second Step, Sauti Yetu, A Call to Men, Pens of Power Staff Training in order to provide our scholars with additional support with their social-emotional needs
- Teaching and Learning

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Teaching and Learning

Instructional Plan

Kindergarten - 1st Grade

Option 1

Hybrid- As a direct reflection of parent and staff feedback, we have developed a daily schedule that we believe will support all of our scholars to continue to develop the skills that they need to be successful, lifelong learners. If our families select the hybrid option scholars will have the opportunity to alternate between on-campus learning for 2 days and remote learning for 2 days.

- There will be no break in the instruction that our scholars receive because scholars will be receiving daily instruction across all content areas as they alternate between on-campus and remote learning.
- All scholars in grades K-8 will return on an A (Monday, Wednesday) or B (Tuesday, Thursday) schedule.
- Scholar's schedules will be determined based on academic needs and sibling schedules will also be taken into consideration when determining schedules.
- Class sizes will consist of no more than 12 scholars on the designated day.
- Parents are disseminated a home language survey to determine their preferred language. Parents/guardians will receive communication, written and/or verbal, in their preferred language. For all IEP meetings, other than english, a translator will be available in the parent's language of choice.
- In order to establish a system that encompasses regular communication with the parents of our ELL scholars and ensure that they are engaged in their children's education during the reopening process, in which we can provide all communications for parents of ELLs in their preferred language and mode of communication we have been utilizing the *TalkingPoints* platform.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

- TalkingPoints is a way in which our staff can communicate with families in their home languages to build strong partnerships all year. TalkingPoints is a non-profit organization solely focused on family engagement for families of under-resourced, multilingual communities.
- SPED, ELL, and Accelerated scholars will also receive additional support on Fridays.
- SPED and ELL teachers will develop intentionally placed out lessons in order to provide push-in services and scaffolds for their scholars during designated sessions.
- Along with SPED and ELL teachers, our Academic Intervention specialist will also assist with small break out zoom sessions in order to support struggling scholars that do not receive documented services.
- Classroom teachers will have office hours on Fridays for remote learning scholars in order to review difficult material and answer any clarifying questions.
- In K-2 on opposite days Associate teachers will provide remote instruction for scholars in ELA and Math.
- Scholars will be reassessed on a monthly basis in order to determine the best approach for addressing their needs.
- Upon re-entry, scholars will remain in their homeroom class and teachers will rotate in order to provide instruction to their scholars. No K-8 scholars will transition independently during the school day. Teachers should embed time for scholars to stretch/brain break into their lessons.

Option 2

Fully Remote- Though we do strongly believe that the impact that in-person learning has on our scholars is subpar to any alternative option, due to growing concerns expressed by parents in reference to their scholars being on campus we have developed an alternative option. In order to address parents' concerns, we have incorporated the option for Scholar Remote Learning. Remote learning will include all possible connections to live in-person instruction including, but not limited to, teacher office hours which will create a space where teachers are available to support/address our scholars' needs. Families who decide to opt into the Fully Remote option will be expected to follow the same schedule as the scholars who attend classes on school grounds. Every classroom at MET will be equipped with at least one teacher laptop, an ipad and swivel technology. This innovative technology will allow our scholars who are working remotely to engage with their classmates and teachers in real time.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a level that requires a city-wide school closure, we will follow the guidance of the City of New York. Because we are a one-to-one school, all scholars have been given chromebooks and incoming scholars will receive the same technology with access to all MET required platforms.

2nd Grade - 8th Grade

Option 1

Hybrid- As a direct reflection of parent and staff feedback, we have developed a daily schedule that we believe will support all of our scholars to continue to develop the skills that they need to be successful, lifelong learners. If our families select the hybrid option scholars will have the opportunity to alternate between on-campus learning for 2 days and remote learning for 2 days.

- There will be no break in the instruction that our scholars receive because scholars will be receiving daily instruction across all content areas as they alternate between on-campus and remote learning.
- All scholars in grades K-8 will return on an A (Monday, Wednesday) or B (Tuesday, Thursday) schedule.
- Scholar's schedules will be determined based on academic needs and sibling schedules will also be taken into consideration when determining schedules.
- Class sizes will consist of no more than 12 scholars on the designated day.
- Parents are disseminated a home language survey to determine their preferred language. Parents/guardians will receive communication, written and/or verbal, in their preferred language. For all IEP meetings, other than english, a translator will be available in the parent's language of choice.
- In order to establish a system that encompasses regular communication with the parents of our ELL scholars and ensure that they are engaged in their children's education during the reopening process, in which we can provide all communications for parents of ELLs in their preferred language and mode of communication we have been utilizing the [*TalkingPoints*](#) platform.
- TalkingPoints is a way in which our staff can communicate with families in their home languages to build strong partnerships all year. TalkingPoints is a non-profit organization solely focused on family engagement for families of under-resourced, multilingual communities.
- SPED, ELL, and Accelerated scholars will also receive additional support on Fridays.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

- SPED and ELL teachers will develop intentionally placed out lessons in order to provide push-in services and scaffolds for their scholars during designated sessions.
- Along with SPED and ELL teachers, our Academic Intervention specialist will also assist with small break out zoom sessions in order to support struggling scholars that do not receive documented services.
- Classroom teachers will have office hours on Fridays for remote learning scholars in order to review difficult material and answer any clarifying questions.
- In K-2 on opposite days Associate teachers will provide remote instruction for scholars in ELA and Math.
- Scholars will be reassessed on a monthly basis in order to determine the best approach for addressing their needs.
- Upon re-entry, scholars will remain in their homeroom class and teachers will rotate in order to provide instruction to their scholars. No K-8 scholars will transition independently during the school day. Teachers should embed time for scholars to stretch/brain break into their lessons.

9th Grade - 12th Grade

Option 1

Hybrid- As a direct reflection of parent and staff feedback, we have developed a daily schedule that we believe will support all of our scholars to continue to develop the skills that they need to be successful, lifelong learners. If our families select the hybrid option scholars will have the opportunity to alternate between on-campus learning for 2 days and remote learning for 2 days.

- There will be no break in the instruction that our scholars receive because scholars will be receiving daily instruction across all content areas as they alternate between on-campus and remote learning.
- All scholars in grades 9-12 will return on an A (Monday, Wednesday) or B (Tuesday, Thursday) schedule.
- Scholar's schedules will be determined based on academic needs and sibling schedules will also be taken into consideration when determining schedules.
- Class sizes will consist of no more than 12 scholars on the designated day.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

- If New York City Covid-19 infection rates increase to a level that requires a full citywide closure, the school will follow the guidance of the Department of Health and the City of New York.
- SPED, ELL, and Accelerated scholars will also receive additional support on Fridays.
- SPED and ELL teachers will develop intentionally placed out lessons in order to provide push-in services and scaffolds for their scholars during designated sessions.
- SPED and ELL teachers will create small break out zoom sessions in order to support struggling scholars that do not receive documented services.
- Classroom teachers will have office hours on Fridays for remote learning scholars in order to review difficult material and answer any clarifying questions.
- In 9-12 Option A- Live streaming of lessons will be available for remote learning days in all subject areas. Option B- Pre-recorded lessons will be shared with corresponding assignments on remote learning days in all subject areas. Option C- Autonomous online educational platform contains embedded lessons where learning is delivered through a host of differentiated strategies, scaffolds, and guided notes with constant checks for understanding. The virtual teaching platform will also contain a litany of embedded assessments where teachers can access real-time progress and provide targeted feedback to each scholar.
- Scholars will be reassessed on a monthly basis in order to determine the best approach for addressing their needs. 9-12 has instituted Master Based Learning for all assessments. This requires every scholar to achieve a minimum score of 80 or higher to ensure rigorous standards are upheld, learning far exceeds minimum requirements and mastery of concepts is achieved.
- Upon re-entry, scholars will remain in their homeroom class and teachers will rotate in order to provide instruction to their scholars. However, scholars with art, science, or technology will rotate to respective classrooms, where appropriate equipment and materials are housed, in a staggered and equidistant manner along predetermined guidelines supported by wall and floor markings and instructions.
- Scholars in 9-12 will use Schoology as its central hub where all classes, student information, online educational platforms, and course grades are housed. Their Chromebooks will contain a Schoology icon for quick and easy access. All platforms, housed in Schoology, require teacher feedback, encourage student collaboration and promote parental involvement.

Option 2

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

Fully Remote- Though we do strongly believe that the impact that in-person learning has on our scholars is subpar to any alternative option, due to growing concerns expressed by parents in reference to their scholars being on campus we have developed an alternative option. In order to address parents' concerns, we have incorporated the option for Scholar Remote Learning. Remote learning will include all possible connections to live in-person instruction including, but not limited to, teacher office hours which will create a space where teachers are available to support/address our scholars' needs. Families who decide to opt into the Fully Remote option will be expected to follow the same schedule as the scholars who attend classes on school grounds. Every classroom at MET will be equipped with at least one teacher laptop, an ipad and swivel technology. This innovative technology will allow our scholars who are working remotely to engage with their classmates and teachers in real time. Because we are a one-to-one school, all scholars have been given chromebooks and incoming scholars will receive the same technology with access to all MET required platforms.

Special Education & English Language Learners

At MET we are invested in ensuring all scholars achieve academic mastery, and we have plans in place to support scholars who are struggling as well as our accelerated scholars. We will be embedding monthly assessments in order to identify and support any scholars who could benefit from additional support. There will be dedicated time on our Friday's for those scholars who need additional academic support. In addition, we will continue to utilize our Academic Intervention Specialist, SPED and ELL staff to support identified scholars throughout the week. Our support staff will continue to work with classroom teachers to scaffold lessons for their scholars in order to meet their varying needs. All mandated services will be offered either in person or by videoconference, depending on the nature of the service. Parents are disseminated a home language survey to determine their preferred language. Parents/guardians will receive communication, written and/or verbal, in their preferred language. For all IEP meetings, other than english, a translator will be available in the parent's language of choice. In order to establish a system that encompasses regular communication with the parents of our ELL scholars and ensure that they are engaged in their children's education during the reopening process, in which we can provide all communications for parents of ELLs in their preferred language and mode of communication we have been utilizing the *TalkingPoints* platform. TalkingPoints is a way in which our staff can communicate with families in their home languages to build strong partnerships all year. TalkingPoints is a non-profit organization solely focused on family engagement for families of under-resourced, multilingual communities.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a level that requires a city-wide school closure, the school will follow the city's directives.

School Schedules

Kindergarten - 1st Grade (Alternating Day Plan)

Scholars in grades K-1 will have a consistent weekly schedule of at least two days on campus and two days of remote learning. During on-campus learning, teachers will rotate into the classrooms rather than scholars transitioning between rooms.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
K	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Remote
1	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.

2nd Grade - 8th Grade (Alternating Day Plan)

Scholars in Grades 2-8 will have consistent weekly schedules of at least two days on campus and two days of remote learning. During on-campus learning, teachers will rotate into the classrooms rather than scholars transitioning between rooms, and scholars will spend 60 minutes a day in each core academic class.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
2	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Remote
3	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

4	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	
5	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	
6	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	
7	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	
8	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.

Kindergarten - 8th Grade (Fully Remote Plan)

Scholars in Grades K-8 will have consistent school schedules during remote learning.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
K-8	All classes will have a Live or pre-recorded instructional element supported by additional online teaching tools with differentiated instruction strategies. To further support scholars there are mandated teacher office hours. All online platforms include discussions, student collaboration, assignments and assessments via Schoology --our virtual educational hub.				

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a level that requires a city-wide school closure, the school will follow the city's directives.

9th Grade - 12th Grade (Alternating Day Plan)

Scholars in Grades 9-12 will have consistent weekly schedules of at least two days on campus and two days of remote learning. During on-campus learning, teachers will rotate into the classrooms rather than scholars transitioning between rooms, with the exception of science, technology, and art. Scholars will spend 60 minutes a day in each academic class.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
9	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Group A/B Remote*
10	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Group A/B Remote*
11	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Group A/B Remote*
12	Group A On Campus	Group B On Campus	Group A On Campus	Group B On Campus	Group A/B Remote*

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.

9th Grade - 12th Grade (Alternating Week Plan)

Scholars in Grades 9-12 will have consistent school schedules on and off-campus during alternating weeks. During on-campus learning, teachers will rotate into the classrooms rather than scholars transitioning between rooms, with the exception of science, technology, and art. Scholars will spend 45 minutes a day in each academic class.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
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Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

9-12 (Half of Total Hybrid Scholars)	Group A On Campus	Group A On Campus	Group A On Campus	Group A On Campus	Group A/B Remote*
9-12 (Half of Total Hybrid Scholars)	Group B On Campus	Group B On Campus	Group B On Campus	Group B On Campus	Group A/B Remote*

*On Fridays, the following will occur:

- Scholars will have access to teachers via office hours.
- Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes.
- Scholars will be given assignments and Friday's are designated as work time for these assignments.

9th Grade - 12th Grade (9/10 on campus, 11/12 entirely remote)

Scholars in Grades 9-12 will have consistent school schedules on and off-campus.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
9/10	On Campus	On Campus	On Campus	On Campus	Group A/B Remote*
11/12	Remote	Remote	Remote	Remote	Group A/B Remote*

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.

9th Grade - 12th Grade (fully remote)

Scholars in Grades 9-12 will have consistent school schedules during remote learning.

Closure of School Facility and In-person Instruction



Metropolitan Lighthouse Charter School will comply with the guidance and directives of the Department of Health regarding identification, isolation, and closure to prevent the spread of COVID-19. It is important to note that a confirmed positive case within the school community is not an automatic trigger to close school. Scholars will be allowed to keep their Chromebooks at home, so as to allow for this quick transition to continue instruction.

School closure can be initiated by the school at any time if the school deems closure necessary based on the safety of staff and scholars. Potential school closure protocols could include:

- Dismissing students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Dismissing students and most staff for 10 days. This long-term dismissal allows for the appropriate quarantine period necessary for those exposed to the virus.

The school will utilize our family communication systems for all school closures; Alma and School Messenger. A notification will also appear on the school's website to indicate school closure details. If New York City Covid-19 infection rates increase to a

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
9-12	All courses have a Live or pre-recorded instructional element supported by additional online teaching tools with differentiated instruction strategies. To further support scholars there are mandated teacher office hours and a 24hr tutoring service. All online platforms include discussions, student collaboration, assignments and assessments via Schoology --our virtual educational hub.				Group A/B Remote*

*Scholars requiring additional academic support (SPED, ELL, Accelerated Learners) will have scheduled classes on Friday's. Teachers will also have set office hours and PD happening on Fridays as well.