



City High Middle School
& the Center for Economicology
Hybrid and Virtual Learning Plan
Last Revised: January 13, 2021



The following information has been gathered with guidance from the Kent County Health Department and the Grand Rapids Public Schools. Much of the information is procedural and is included in order for the City High Middle School and CFE Staff to be transparent with our families with regard to establishing a safe and productive school setting. Our goal is to maintain the safety of our students and staff in order to provide the best possible learning environment and opportunity throughout the course of this pandemic. Our expectations for quality teaching and learning remain the same. We will continue to offer the IB and Economicology curricula to all students, and that commitment has been a driving force for solidifying the plans described throughout this document. The below information is subject to change in accordance with updated guidance and directives.

SCHEDULE DETAILS FOR HYBRID LEARNING PLAN

There are many complexities involved in planning for a hybrid schedule that allows for students to choose to return to in-person instruction or remain 100% virtual. We appreciate everyone's patience as we factor in these many aspects to create the best plan for our school and it's unique needs. We have been working to create a schedule for use during hybrid instruction that is prioritized around the following:

- Student and staff safety
- Continuity of instruction: integrity of IB/Economicology models, maintaining students' current schedules, teachers, and classes
- Optimal and equitable opportunities for engagement with teaching and learning

Important aspects to note for **Center for Economicology (6th)**:

- Teachers and students would keep current classes/students/preps.
- Mr. Boosamra and Mrs. Phillips would rotate throughout the day allowing them to deliver lessons to both the Hybrid/In-person students that are on campus, as well as the Hybrid/In-person students that are off campus and the 100% virtual learners.
- Cameras with mics would be purchased for all teachers to use with laptop to enhance video-conferencing quality for students engaged virtually.
- All in-person students are divided into 2 Cohorts (A, M/T and B, Th/F) to determine days they attend in-person. In-person students attend synchronous lessons virtually on days when not in-person.
- 100% virtual students attend virtual lessons on Monday, Tuesday, Thursday and Friday.
- District has required that synchronous learning times for students participating virtually be limited to 3-4 hours per day for screen time recommendations, hence the shorter synchronous portion of lessons.
- Virtual synchronous lessons are followed by asynchronous time for students to work independently, ask for support from teachers, work in small groups, etc. Times denoted in the schedule above are subject to change.

Weekly Overview for CFE

Students	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	In-Person	In-Person	-Building closed -No Sync classes -Work on async homework -Appts with teachers	Virtually attend synchronous lessons for 40-60 min	Virtually attend synchronous lessons for 40-60 min
Cohort B	Virtually attend synchronous lessons for 40-60 min	Virtually attend synchronous lessons for 40-60 min	-Building closed -No Sync classes -Work on async homework -Appts with teachers	In-Person	In-Person
Virtual Only	Virtually attend synchronous lessons for 40-60 min	Virtually attend synchronous lessons for 40-60 min	-Building closed -No Sync classes -Work on async homework -Appts with teachers	Virtually attend synchronous lessons for 40-60 min	Virtually attend synchronous lessons for 40-60 min

Daily/Hourly Schedule for CFE *virtual lessons are followed by async work time

Monday/Tuesday Cohort A	Monday/Tuesday Cohort B and Virtual	Thursday/Friday Cohort B	Thursday/Friday Cohort A and Virtual
Math 8:15-9:15	Science 8:15-9:00*	Math 8:15-9:15	Science 8:15-9:00*
ELA 9:20-10:20	Geography 9:20-10:05*	ELA 9:20-10:20	Geography 9:20-10:05*
Geography 10:25-11:25	Math 10:25-11:10*	Geography 10:25-11:25	Math 10:25-11:10*
Lunch/Recess 11:30-12:30		Lunch/Recess 11:30-12:30	
Science 12:35-1:35	ELA 12:35-1:20*	Science 12:35-1:35	ELA 12:35-1:20*
Phys. Ed. (Monday) 1:40-2:40	Band/Orchestra (Tues) 1:40-2:40	Phys. Ed. (Thursday) 1:40-2:40	Band/Orchestra (Friday) 1:40-2:40

Science and Geography Zoom link:

<https://grps-org.zoom.us/my/economicology?pwd=YjJsYnNKVDEwTjJSMm9LcFNGb0plQT09>

Math and ELA Zoom link:

<https://grps-org.zoom.us/j/83645438508?pwd=NG0xR3NuMzVrR29Qa21nU09CTjkdz09>

Important aspects to note for **City 7-12** Hybrid Learning Plan:

- Teachers and students will keep current classes/students and continuity of instruction.
- All students will be present either virtually or in-person for all lessons each week following the new block schedule included below.
- All teachers use video-conferencing while teaching in-person students to allow for all other students on their current class lists to attend via video-conferencing for a portion of every period.
- Cameras with mics have been purchased for all teachers to use with their laptops and Smartboards to enhance video-conferencing instruction for students engaged virtually.
- All in-person students are divided into 2 Cohorts (A: M/T and B: Th/F) to determine days they attend in-person.
- On days when in-person students are at home, they attend lessons virtually via synchronous video-conferencing for 40-60 minutes of each class period.
- 100% virtual students attend all lessons but are required to be synchronously engaged via video-conferencing for 40-60 minutes of the class period. The remaining time of the 88 minute class period will be release time for all students (in-person and virtually attending) to work independently on homework/assignments/projects and get teacher support.
- All students attending virtually must log in and be present at the start of each class period.
- The district has required that synchronous learning times for students participating virtually be limited to 3-4 hours per day for screen time recommendations, hence the “40-60 minute” allowance for synchronous lessons.
- The synchronous time for any given class period will happen within the first 40-60 minutes. Each class period will designate the last portion for release time to complete work or get teacher support.
- For City 7-12, block scheduling will be in place to allow for longer passing times/breaks and to reduce the amount of movement and mixing of in-person students.
- Optional Zero Hour music classes for high school will run M/T and Th/F 7:00 a.m.-7:44 a.m. Instruction/attendance will follow the same hybrid schedule guidelines.
- Wednesdays will serve as an asynchronous day for students with the building closed and no classes scheduled for students to attend (much like Fridays currently). Students will use time provided Wednesday to work on projects, have small group meetings, set up appointments with teachers and complete assigned class work.
- Some teachers will be working remotely due to personal and/or family related health concerns as approved by GRPS Human Resources. Teachers that are working remotely will keep their current class schedule and will live stream classes in accordance with the schedule below. Classrooms that do not have the classroom teacher present, will have another adult present to facilitate the classroom setting.

Weekly Overview for City

	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	In-Person	In-Person	-Building Closed -No Sync Classes	Virtually attend synchronous lessons for 40-60 minutes	Virtually attend synchronous lessons for 40-60 minutes
Cohort B	Virtually attend synchronous lessons for 40-60 minutes	Virtually attend synchronous lessons for 40-60 minutes	-Students complete async/hmwk/projects	In-Person	In-Person
Virtual - Only	Virtually attend synchronous lessons for 40-60 minutes	Virtually attend synchronous lessons for 40-60 minutes	-Small group work -Appts with teachers	Virtually attend synchronous lessons for 40-60 minutes	Virtually attend synchronous lessons for 40-60 minutes

Hourly Schedule for City 7-12

Monday	Tuesday	Thursday	Friday
Zero Hr. 7:00-7:44	Zero Hr. 7:00-7:44	Zero Hr. 7:00-7:44	Zero Hr. 7:00-7:44
1st 8:00-9:28	2nd 8:00-9:28	1st 8:00-9:28	2nd 8:00-9:28
3rd 9:36- 11:04	4th 9:36- 11:04	3rd 9:36- 11:04	4th 9:36- 11:04
Lunch A 11:04-11:29	Lunch A 11:04-11:29	Lunch A 11:04-11:29	Lunch A 11:04-11:29
5th 11:37-1:05	6th 11:37-1:05	5th 11:37-1:05	6th 11:37-1:05
5th 11:12-12:40	6th 11:12-12:40	5th 11:12-12:40	6th 11:12-12:40
Lunch B 12:40-1:05	Lunch B 12:40-1:05	Lunch B 12:40-1:05	Lunch B 12:40-1:05
7th 1:13-2:41	8th 1:13-2:41	7th 1:13-2:41	8th 1:13-2:41

**Virtual synchronous lessons are followed by asynchronous time for students to work independently, ask for support from teachers, work in small groups, etc. Times denoted in the schedule above are subject to change.*

Lunch A/B Designation: Students will be designated either Lunch A or Lunch B based on their 5/6th hour teacher. All students (in/person and virtual) will take lunch during the designated time. See chart below:

Monday/Thursday Lunch Schedule (Blocks 1, 3, 5, 7)- Students will attend lunch based on their 5th hour teacher, which are sorted and listed below.

Lunch A		Lunch B	
Beckwith	Jeroudi	Bentley	Tindall
Boggs	Lovell	Emperor	Travis
Brown	Mapes	Graff	Tweedale
Burke	Rizley	Hillman	VandeGevel
Byrnes	Schreur	Korienek	Vecziedins
Castillo	Stachura	Martinez	Vogl
Donohue-Jackson	Tu	McCumber-Austin	Whittle
Droski	VanGoor	Miller	Wierda
Fillenworth	VanTil	Thane	Williams

Tuesday/Friday Lunch Schedule (Blocks 2, 4, 6, 8)- Students will attend lunch based on their 6th hour teacher, which are sorted and listed below.

Lunch A		Lunch B	
Anderson	Mapes	Alexander	Martinez
Brown	McCumber-Austin	Beckwith	Thane
Burke	Rizley	Bentley	Tindall
Donohue-Jackson	Schreur	Boggs	Tweedale
Droski	Stachura	Byrnes	VandeGevel
Ezekiel	Tu	Emperor	Vogl
Fillenworth	VanGoor	Graff	Whittle
Hillman	Vecziedins	Jeroudi	Wierda
Lovell	Williams	Korienek	

COHORT LOGISTICS & DETAILS

In-Person Cohorts: In-person cohort designations will be based on the alphabet.

- Cohort A: Last name A-L Monday/Tuesday
 - Cohort B: Last name M-Z Thursday/Friday
 - Cohort changes were granted to families requesting changes due to extenuating circumstances and when class sizes allowed.
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SCHOOL DAY PROCEDURES AND COVID SAFETY PROTOCOLS

COVID Safety Measures and Accommodations: *All protocols and procedures are in place to limit exposure and keep all students and staff safe!*

COVID Screener- Students will be asked to monitor themselves for symptoms and take their temperatures daily before attending school. Families will follow the COVID screener completion guidelines as required by the Grand Rapids Public Schools.

https://docs.google.com/forms/d/e/1FAIpQLSfK7kEks_bXtXcRd2rI3w8mugl6g5VdT38ikUtek7va_y32BA/viewform

COVID Guidance to Schools/Families from Spectrum Health - Spectrum Health created these videos and resources with back to school tips/info related to general COVID information, spread of germs, handwashing, illness processes, and mask wearing. Please review it contains many links within it on a variety of important topics to help us all stay safe!

For Parents: <https://www.spectrumhealth.org/covid19/parent-resources>

For Schools: <https://www.spectrumhealth.org/covid19/school-resources>

Masks - In-person students and staff are required to wear masks at all times when on school property, as determined by the district. Please refer to the following link for guidance on appropriate types of masks and recommended usage.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

Please note that gaiters, bandanas, mesh masks, and masks that contain a vent or exhalation valve are not permitted for use within the Grand Rapids Public Schools.

Sanitation/Cleaning Protocol- Hand sanitizer and disinfectant wipes will be provided in each classroom. Students will be asked to use hand sanitizer when entering and exiting classrooms. Students will wipe down their individual desk/areas before leaving the classroom.

Covid-19 Guidance- The Kent County Health Department in conjunction with CDC guidelines has put out extensive information on the steps schools must take in regards to Covid-19. This includes what happens if/when a positive case in students or staff is identified within a building. GRPS and City High Middle will be following the protocols for contact tracing, quarantine and other safety protocols as shared by the KCHD. More information on these processes can be found [here](#).

Arrival and Breakfast- In-person students will be allowed to enter the building at 7:45 a.m. at the student entrance near the cafeteria. Students who partake in breakfast will be able to sit in the cafeteria and eat their breakfast. Students will be expected to submit their seat placement from the cafeteria. This can be done by accessing a link to a google form either in the School wide google classroom, or via the posted QR codes. Students who do not eat school-provided breakfast will maintain social distance guidelines in the foyer, gym concourse and other designated areas.

Moving Throughout the School- When applicable/needed, stairwells and hallways will be designated as “up/down only” or “one-way” or will be split with lanes to allow for maximum distancing. Arrows and signage will be used to mark them as such throughout the school.

Lockers- Available upon request.

https://docs.google.com/forms/d/e/1FAIpQLSdcWSzFhvpgaXVrWMg7KcXBmvlfDGoK3k7q7LouNQop4rcayA/viewform?usp=sf_link

Lunch- There will be two CHMS lunch periods and 1 CFE lunch period to accommodate all in-person students. Lunches will be held in the cafeteria. Seating and table arrangements will be predetermined and marked to follow the social distance guidelines and the 6’ rule. Students will be expected to stay in their seats during the entire lunch period. We have created a QR code/Google Form with seat labels/numbers so that students can log their seat choice for the meal. We will be able to then have that information for any potential contact tracing and students will still be able to choose their own seats. When weather allows, students will be provided access to the outdoor amphitheater space adjacent to the cafeteria during lunch.

Passing time- In-person students will have 8 minutes for passing between classes, which is an increase from the traditional 5 minute passing time. This will allow time for students to follow the designated routes in hallways/stairwells with time for lockers/restrooms and allow time for teachers to sanitize the classroom between periods.

Uniforms- The district policy on uniforms/dress code remains in place as before the pandemic. Appropriate masks and mask wearing will be our top priority.

Classroom seating and movement- Classrooms will be arranged in a way that allow for the recommended 6 feet of space for social distancing. Classrooms will be at 50%

capacity max when students are in person. Student and teacher movement around the room will be limited to ensure that social distancing guidelines are met.

Classroom lesson materials management- In-person students will be utilizing their technology to complete and submit assignments. There will be limited materials exchanged in the classroom to avoid unnecessary contact between individuals.

Drinking Fountains/Water- Drinking fountains will be closed and water bottle refill stations will also be closed. Water bottles will be provided by the district daily for students to take as needed.

Dismissal- In-person students are expected to exit the building at the end of the day. No students should be in the building after 2:50 p.m. Please make sure all transportation plans for your student are in place. Students that are remaining on campus for athletic events should work with their coaches to arrange supervision until practice/games begin. Student athletes will be asked to remain in the gym concourse area after dismissal, as the academic wing will be closed for cleaning.

Attendance procedures- All students are expected to attend scheduled classes, either virtual or in-person. If your student is not able to attend (in-person or virtual), please contact the attendance office, 616-819-2381. If your in-person student cannot attend class physically, but is still able to participate virtually, their attendance will be recorded.

Busing - The transportation department is assigning buses to routes based on cohorts. Seating will be assigned. Students will be given an electronic tag/ID which connects to an app so that families can track the buses they have ridden for future reference. Those will be given to bus riders at school and information will be shared accordingly.

ID and Wave Cards - Student IDs will be created for in-person students, and Wave Cards will be issued to in-person students during the first few weeks of school. Those HS students eligible for free bus tickets should have received a mailing home with tickets to be used the first days of school. Please visit the attendance office in order to request more bus tickets as needed until Wave Cards are activated for those students eligible..

Technology - In-person students are expected to bring their loaned GRPS computers to each class and back home when they leave the building. Students may bring their personal electronic devices for learning purposes, however it is important to remember that the district does not assume liability for personal devices. In-person students will be working on assignments via internet platforms, as the exchange of materials, i.e. papers, books, etc. will be limited to avoid unnecessary exposures.

If you are in need of technology please contact ModzeleskiC@grps.org

Extracurriculars - At this time there are no extracurricular activities to occur in-person. This includes field trips, after school clubs, or any school held events such as in-person WorkZone. However, virtually held activities will continue to occur as they have been during distance learning. More work time has been built into all classes after synchronous learning occurs to accommodate for student support. Communication will be shared when in-person extra-curricular activities are allowed to resume. Athletics information will be released per guidance of the MHSAA, see weekly City High-Lights for upcoming information.

LINKS TO RESOURCES

1. **The Highlight Reel** (video): This is an informational video presented by two City seniors sharing specific information about the start of hybrid schedule. Please share this video with your students today during EPIC.
https://drive.google.com/file/d/1o00Qg45k4Wyzg57_INAL2hkoWKbcXaeR/view?usp=sharing

One clarification: meetings with teachers can be made by appointment for Wednesdays.

2. **Back to School** (hyperlinked video): This video shares information pertaining to many of the questions with regard to processes, COVID safety measures, and student expectations. The video:
<https://drive.google.com/file/d/1pCrI5Vyc9w79T2phi5NjP9Rh0u1Op80e/view?usp=sharing>
 3. **Virtual Tour** (hyperlinked video) This video provides a brief tour of the building.
<https://drive.google.com/file/d/1oduXgexjoCSYetJhBTII3zefOk7iDfSe/view?usp=sharing>
 4. **Ambassador Advice** Student-Ambassadors created a document offering advice and tips for students (especially new students to City) on the expectations, processes, and perceptions of City culture and day-to-day interactions.
<https://dochub.com/albina-cf0pwx/qd0E4NeKg2prdQkRJ9LYyj/ambassador-advice-002-pdf?dt=9nKTZr2ynq1rhdz51b-W>
 5. **GRPS COVID-19 Handbook**
https://www.grps.org/images/GRPS_Parent_Handbook_FINAL.pdf
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CONTACT INFORMATION

School office phone number: (616) 819-2380

Administration

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Counseling and Student Support

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