

2020-2021

Return to Campus Plan



Baker Demonstration School Mission

We champion an exemplary progressive education, which cultivates an intrinsic motivation to learn, values differences, nurtures the whole person, and encourages courageous choices.

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Always remember that we cannot stand still. It's a world of change, and we're going to have to do our best to give young people what they need to meet this change.

EDNA DEAN BAKER

Dear Baker families,

For the 2019-20 school year, Baker students, similar to many students throughout the world, spent part of the second semester in a remote eLearning term due to the COVID-19 pandemic. As a school community, we recognize the challenges that the pandemic created and appreciate the extraordinary partnership of our families during this time. We commend our students for their inventiveness, creativity and resilience in adapting to these new and sometimes challenging conditions.

As we plan for the 2020-2021 school year, the health and safety of all Baker students and employees is our top priority. Our unique mission is top of mind: to champion a progressive education which cultivates an intrinsic motivation to learn, values differences, nurtures the whole person, and encourages courageous choices. The world needs Baker graduates, as leaders and problem solvers, now more than ever.

As we plan for a safe opening of school, three committees have been working on particular goals. The Academic Design Team has been planning for how the Baker mission can be manifest no matter what scenario we find ourselves. The Health and Safety Team has been working to establish Baker's Enhanced Safety Procedures in order to secure student and employee safety in the building. And the COVID-19 Board Taskforce has been planning to help Baker weather this pandemic and emerge even stronger than before.

All of our work has been informed by the Center for Disease Control (CDC), the Illinois Department of Public Health (IDPH), the Illinois State Board of Education (ISBE), Evanston and Wilmette City Planning, the National Association of Independent Schools (NAIS), the Lake Michigan Association of Independent Schools (LMAIS) and our informal networks of K-8 schools across the country.

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In this Return to Campus Plan, you'll see our thinking and planning for the three ways that a Baker student could experience school in the coming year: in-person, selective eLearning, or eLearning. Our in-person planning includes a number of health and safety procedures based upon the most updated CDC and IDPH guidelines. As a vaccine will most likely not be available for some time, we are planning for phases of selective eLearning and whole school eLearning. You'll read more about these in the guide.

This plan reflects our current knowledge based on CDC, ISBE and IDPH recommendations. As new information becomes available, we will update our practices and procedures in order to support the safety of our students and employees.

While many things about the pandemic are unpredictable, one thing is constant - our commitment to our students and their growth and learning during the coming year. During the summer months, our dedicated faculty and staff are working hard in order to prepare for the new school year. We cannot wait to see the children again, and we are preparing for a wonderful year ahead.

We are honored to steward this amazing community during this challenging time. We are grateful for your partnership.

Sincerely,

Carly Andrews and the Baker Leadership Team

Our Guiding Principles for Learning in a Pandemic

EQUITABLE

- Access to eLearning platforms and support for connectivity for families with this need.
- Our lessons, sourcing, and pedagogy follow best practice for culturally responsive instruction.

INDIVIDUALIZED

- Multiple avenues for feedback, assessment, and interactions so that students understand their progress towards meeting clear expectations.

EMPOWERED

- Our routines build students' independence muscle and responsibility for learning. Our consistent, predictable set-up reduces cognitive load and allows for ease in 'wayfaring'.
- Common elements and common anchors to ensure routine, predictability, support and school-wide cohesion.

CONNECTED

- Authentic interactions among teachers and peers academically and socio-emotionally.
- Optimized learning in independent and small group work.
- When in eLearning, intentional and occasional 'exciters' or rally points to energize ongoing student enthusiasm.

INQUIRY-BASED

- Students are engaged in the joy of intellectual discovery, guided by teachers who know children's interests and curiosities.

Three Ways Students May Experience School

There are three schooling experiences your child may have during the 2020-2021 school year: in school instruction, selective eLearning, and all school eLearning. The experience will depend upon three variables - guidance or mandates from the State of Illinois, implementation of Baker's Enhanced Safety Procedures, and family choice.

IN-SCHOOL INSTRUCTION	SELECTIVE eLEARNING	ALL SCHOOL eLEARNING
<p>We are currently in Phase 4 of the Restore Illinois Plan presented by Governor Pritzker, which allows schools to offer in-person instruction as long as ISBE guidelines are met. Baker is implementing Enhanced Safety Procedures (ESP) to meet and/or exceed the state requirements. (Please see pg. 9 for ESP details.)</p>	<p>Our eLearning Plan will be in place throughout the 2020-2021 school year, or until a vaccine is in place, for families for whom there are extenuating health or other circumstances.</p>	<p>In the event of a COVID19 outbreak or a state-wide Stay at Home mandate from the Office of the Illinois Governor, we will transition to eLearning as an entire school. We will share Baker's eLearning guide with you this August.</p>
<p>Is Illinois still in Phase 4? YES</p>	<p>Is Illinois still in Phase 4? YES</p>	<p>Is Illinois still in Phase 4? NO</p>
<p>Has Baker implemented Enhanced Safety Procedures (ESP)? YES</p>	<p>Has Baker implemented Enhanced Safety Procedures (ESP)? YES</p>	<p>Has Baker implemented Enhanced Safety Procedures (ESP)? NO</p>
<p>Does your family choose in-school instruction for your student? YES</p>	<p>Does your family choose in-school instruction for your student? NO</p>	<p>Does your family choose in-school instruction for your student? NO</p>
<p>If all of these variables are met, then your child will experience in-school instruction.</p>	<p>If the first two variables are met, but your family doesn't choose in-school instruction, your child will experience selective eLearning.</p>	<p>If one of the two variables has not been met, then all students will be in all school eLearning.</p>

The Important Role of Families

The health of our students is dependent upon the health practices of our Baker families. It is imperative that all members of our school community remain committed to the safety policies and procedures included in this plan and future communications in order to keep our students, faculty, and staff safe. We have a shared responsibility to prevent the spread of illness.

Photos on pages 2-13
taken by Baker students.



Community Agreements

We ask that all Baker families agree to abide by the following requirements:

- **Practice and reinforce good prevention habits with your family.** Avoid close contact with people who are sick. Cover your cough or sneeze with a tissue, then throw the tissue in the trash. Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Practice social-distancing and use Personal Protective Equipment (PPE) in public spaces.
- **Keep your child at home if sick with any illness.** If your child is sick, **it is essential to** keep them at home and contact your healthcare provider.
- **COVID-19 testing and notification.** If your child or someone in your household tests positive for COVID-19, you must notify the Baker health line at health@bakerdemschool.org as soon as possible.
- **Stay home if exposed.** If your child has had close contact with an individual infected with COVID-19, you are asked to notify the Baker health line at health@bakerdemschool.org immediately. Your child will be asked to stay at home and engage in selective eLearning for 14 days.

The CDC defines close contact as being less than 6 feet away for 15 minutes or more.

- **Follow all CDC travel recommendations.** Notify health@bakerdemschool.org if the student or any immediate family member travels internationally. The student must quarantine at home for 14 days after international travel.
- **Daily wellness check.** Each family will complete a daily wellness check through Magnus Health prior to arrival at school each morning. Upon arrival, we will use a thermal imaging camera to check your child's temperature and their door greeter will open the door for a touch-free entrance. If your child presents with a temperature that is 100.4 F or higher, we will contact you to pick up your child.
- **Personal Protective Equipment (PPE).** Upon arrival to school and throughout the day, students will wear PPE and socially distance themselves as they enter their designated entry door. All students should have 5 cloth masks (or your preferred material) to use throughout the week, and a back-up mask stored in the car or backpack.
- **Medical form completion.** Parents must complete and submit all required student medical forms prior to the first day of school. Parents must provide at least 3 emergency contacts who are able to pick up your child from school within 30 minutes of receiving a call from school if your child presents with a temperature or becomes ill during the school day.

Baker Enhanced Health and Safety Measures

- **No parents or visitors in the school building.** In order to protect all students and employees and reduce the risk of viral transmission, we are limiting visitors inside the school building. All parent meetings will take place by phone or Zoom. Families who are picking up children early will simply call the school's main line.
- **Staggered arrival and departure times based upon team.** We will be publishing arrival and departure times to allow for a slightly staggered drop-off and pick-up in order to reduce population density at the start and end of the school day.
- **Use of multiple entrances and exits.** We will be designating entrances for students in order to reduce the traffic flow through the front main entrance to the school.
- **Decreased mixing of students.** Our schedules and classroom use will be designed to keep students in smaller, consistent grouping throughout the school day. Students will be in a cohort based upon their particular grade level and team - Early Childhood Cohort (Preschool - Kindergarten), Primary Cohort (1st - 3rd), Intermediate Cohort (4th - 5th), and Middle School Cohort (6th - 8th). Different cohorts of students will meet virtually but not physically. This will reduce the risk of viral transmission and allow for smaller groups of students to quarantine (and shift into eLearning) in the event of an infection instead of requiring the whole school to quarantine (and shift into eLearning).

All student meetings - like Baker monthly assemblies, Student Council meetings, and student club meetings - and school-wide events will take place virtually.

- **Physical distancing.** Student movement will be planned throughout the building and campus in order to reduce risk. Visual reminders and aids will also be posted throughout the building. In classrooms, students will be spaced to comply with CDC and IDPH guidelines. Classroom set-up is being reimagined in order to allow for social distancing.
- **Increased sanitization.** Surfaces of the classroom and playground will be cleaned multiple times a day by our Baker Building and Grounds team and Baker teachers and staff. With supervision, even students will have a role cleaning the surfaces in their classroom. We all have a responsibility to ensure that the surfaces within the school building are clean and safe for all. Before students move to another space in the building, its surfaces will be sanitized.

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- **Cafeteria/lunch/water fountains.** We will not be providing Lunch Service from a vendor for the foreseeable future. Students will eat their packed lunch with their classmates in a space that allows for sanitization due to allergies. Parts of the cafeteria may be used for lunch, but will be sanitized prior to another class entering. Based on the severity of allergies in the classroom, families in the class will be notified of any restrictions regarding lunch or snack items. There will be no outside deliveries (i.e. Grub Hub) for student lunches. Only water fountains that allow for bottle refills will be accessible for students. Families should plan to pack and bring water, snacks and lunches daily.
- **Lockers.** We will be staggering locker assignments in order to maintain recommended physical distance.
- **Locker room usage.** For the foreseeable future, we are unable to use locker rooms for PE or Swimming class. PE classes will continue without the need for students to change or shower. We will not resume swimming classes until we are safely able to do so.
- **Hand hygiene.** Students and faculty will follow a regular schedule of handwashing throughout the day. Hand sanitizer will be available in every classroom and outside every building entrance.
- **Personal supplies.** Classroom practices will be adjusted to minimize the sharing of supplies or materials. Students will have individual supplies and will not share computers or keyboards.
- **Field trips.** Field trips that are not outdoor-based and accessible by a walk from campus will be suspended until state and local health officials have determined that it is safe to resume them.
- **Tracing process.** Our tracing process allows for us to maintain ongoing monitoring of students who are at home because of COVID-19-like symptoms, have been diagnosed with COVID-19, or have been exposed to COVID-19 and are in quarantine. Tracing ensures that CDC and IDPH health criteria are met before a student returns to school. All confirmed cases of COVID-19 will be reported to the local health department by the school nurse. We will inform the school community of outbreaks per local and state health department guidelines while maintaining student and staff confidentiality rights.
- **Before and after care.** PLA and ASAs will look different this year. We will provide needs-based care for families requiring before and after school care, children will be socially distanced and wearing PPEs, and we will not mix cohorts. In order to best meet family needs, we are asking families to share their need for before or after care in the Return to Campus survey. In order to plan for student care in a pandemic, we are unable to accommodate drop-ins to before or after care. Weather permitting, we are planning to use as much outside time as possible. Since parents are not able to be in the school building, specific pick-up times for students in after school care will be published in the coming month.
- **Self-care and wellness.** Classroom practices will provide greater attention to student mental health and well-being in order to provide students with additional tools to cope with the stresses or anxieties experienced in the midst of the pandemic.

Academic Planning and Schedules

Prior to the start of school, your family will receive information about your child's teacher and class schedule, whether your child is on-campus or in selective eLearning.

SELECTIVE eLEARNING

Baker is planning for in-person and eLearning instruction. When we reference Selective eLearning, we specifically mean families who are choosing for their child/ren to be in eLearning even when Baker's campus is open for in-person instruction. For families who are choosing Baker's selective eLearning option, we are planning personnel and technological support to ensure a great experience.

Our Director of Distance Learning and IT team are working to outfit classrooms with the technology tools needed for students in selective eLearning to engage with their classes while at home. PK-5 students in selective eLearning will have a blend of synchronous and asynchronous learning each week with 1:1 time with their teacher or Associate teacher. Middle school students in selective eLearning will also have a blend of synchronous and asynchronous learning with check-ins with their advisor. Tyler Leach, our Director of Distance Learning, will work with students, teachers and families to support the students' selective eLearning experience.

Who may benefit from Selective eLearning?

- Students who are immunocompromised or have an immunocompromised family member.
- Students who are ill.
- Students who are quarantined because a family member has tested positive or shown signs of COVID-19.

Other Opportunities for Engagement

Students in the selective eLearning program will have the opportunity to engage in all virtual student meetings and events as well as planned outdoor classroom activities that are announced in advance and allow for the appropriate health screenings necessary upon the selective eLearner's arrival.

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WHOLE SCHOOL eLEARNING

As a school, we are planning for intermittent changes in the course of the pandemic, particularly during influenza season. If the state of Illinois regresses to Phases 1-3, we will not return to campus; rather, we will commence with eLearning. And while our team is confident with all of the Enhanced Safety Procedures (ESP) we are putting in place, we will ensure that there are not any local conditions, such as an outbreak amongst several cohorts, that put students or Baker employees at greater risk. Should this be the case we will move to eLearning for a period of time until the risk has been mitigated.

Cohort Specific eLearning

If a child or teacher in a particular cohort tests positive for COVID-19, only the cohort will be quarantined for 14 days. During this time they would be in eLearning.

Baker Family Agreement to Abide by Procedures

In light of the COVID-19 virus, Baker Demonstration School has made changes to some of our programs, policies, and procedures. These changes are highlighted in our 2020-2021 Return to Campus Plan, but may change as we receive more information and guidance from the CDC, IPDH or other health professionals.

1. It is Baker Demonstration School's policy that no student may attend school if they, or any person living in their home, has tested positive for COVID-19 for 14 days. And, no student may attend school who has knowingly been in close contact with someone who has symptoms and/or who tested positive for COVID-19 for 14 days after the last exposure.
2. Students who have a fever without the ability to confirm that it is not a result of COVID-19 will be asked to be symptom free without fever medication for 72 hours.
3. Baker parents agree to abide by Baker Demonstration School's Community Agreements in our 2020-2021 Return to Campus Plan regarding practices and school-family communication to minimize risk of COVID-19.

Family Agreement Form and Signature will be included in 2020-2021 Registration Materials



By signing this agreement, I acknowledge that I have read, understand and agree to abide by the Baker Demonstration School COVID-19 policy.

By signing this agreement, I further acknowledge that,

1. While Baker Demonstration School is taking precautions to keep everyone safe and minimize the risk of COVID-19, they do not promise a COVID-19 free environment. There is a chance that myself or my student could be exposed to COVID-19 on the school facility, and I release from liability and waive my right to sue Baker Demonstration School, their employees, officers, from any and all claims related to such exposure or any damages that may result.
2. I have a strategy in place and am prepared, if needed, to pick up my student should they show symptoms of COVID-19. The school is not prepared to house students who show symptoms of COVID-19.

Baker Return to Campus Committees

ACADEMIC DESIGN TEAM

Jon Bingaman - Middle School Language Arts Teacher, Alumni Relations
Stacy Buehler - Preschool Teacher
Denise Boswell - Assistant Head of School & Director of Enrollment Management
Rachael Chase - Middle School PE Teacher, Summer Camp Director
Brian Hagy - Director of IT
Tyler Leach - Director of Distance Learning
Sarah Mohr - 5th Grade Teacher, Middle School/High School Transition Coordinator
Jane Rothschild - 2nd Grade Teacher
Rachel Yantis - Director of Advancement and Parent Engagement
Danny Zamudio - Spanish Teacher
Carly Andrews - Head of School

HEALTH AND SAFETY TEAM

Hannah Bielawski - Enrichment Activities and Events Coordinator
Denise Boswell - Assistant Head of School and Director of Enrollment Management
Rachael Chase - Middle School PE
Arona Puttrich - Director of Finance and Operations
Tyler Leach - Director of Distance Learning
Anne Riggs - School Nurse
Rachel Yantis - Director of Advancement and Parent Engagement
Carly Andrews - Head of School
Consulting Physician - Dr. Shoshana Waskow, Pediatrician and Baker Alumni Parent
Legal Counsel - Franczek P.C.

COVID-19 BOARD TASKFORCE

Dimitri Karcazes - Principal at Goldberg Kohn; Baker Trustee
Eric Liu - Partner at Harris Associates; Treasurer, Baker Board of Trustees
Arona Puttrich - Director of Finance and Operations
Mason Rocca - Teacher, Beacon Academy; Baker Trustee; Baker Alumnus
Alexa Starr - Managing Director of Finance for the Kellogg School of Management at Northwestern University; President, Baker Board of Trustees
Carly Andrews - Head of School

Questions

We understand that you may likely have additional questions that have not been addressed in this plan. Rest assured that we are planning additional summer communications in order to keep you informed.

If you have any questions or concerns about school policy, please contact health@bakerdemschool.org and a school administrator will respond as soon as possible.