

2020-2021

# Return to Campus Plan

Version 2 | 8.13.2020



## 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.

# Table of Contents

Message from Carly Andrews and the Baker Leadership Team	3
July Check In for Baker Parents Carly Andrews	5
Our Guiding Principles for Learning in a Pandemic	7
Three Ways Students May Experience School	8
The Important Role of Families	9
Community Expectations	10
Baker Enhanced Health and Safety Measures	11
Academic Planning and Schedules	13
COVID-19 Procedures	15
Baker Return to Campus Committees	16
Questions	17





*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

July 2, 2020

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.

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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.

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**

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July 29, 2020

**Gather: July Check In for Baker Parents**

**Carly Andrews shared the following update on a parent webinar.**

Thank you for being here tonight. This has been an intense summer as we plan for the 2020-21 school year in the midst of a global pandemic. I would like to take a moment to thank the many people who have been working so hard these summer months - our health and safety team has been ensuring that all of the CDC/IDPH protocols are in place, our teachers who have been deeply engaged in planning and professional development, our buildings and grounds team has been rearranging rooms for safe distancing & ensuring our HVAC system is meeting all necessary safety requirements. Our leadership team, and committees of the board and the full board have been in deep deliberation. All have worked tirelessly this summer in support of our students and school.

I also want to call out how thoughtful parents have been this summer - sharing thoughts and ideas. The opening of school is an issue that everyone cares deeply about.

As we start our 102nd year, our mission during this time grounds us: to ensure the health and safety of our children and teachers and to champion an exemplary progressive education.

Candidly, we are preparing for a year of many disruptions. With the virus on the rise across the state and nation, the coming flu season, and the lack of treatments or vaccines in the immediate horizon, our team knows we are going to have to activate our strengths - to nimbly respond to what the pandemic brings us, and to, with compassion, care for the students and teachers, and families during this challenging time.

Little did I know back in January when I wrote to you about the coronavirus for the first time that it was the beginning of a global pandemic. Since that time, the pandemic's course has impacted the very fabric of our school community - the health of individuals, the lives of friends and family members. While health and safety are primary at this time, it has also caused countless disruptions, separations, and challenges in our daily lives. The virus has played out inequitably in black and brown communities across our city, state, and nation, reminding us that the racism has created disproportionate health outcomes exacerbated at a critical time.

Since that first letter we've had a number of twists and turns that none of us could have imagined. As the pandemic's course has shifted and changed, our ability to predict the future more than a week or two in advance has been compromised.

When we released the first version of our Return to Campus Plan on July 3, we had arrived at a plan that had us opening for In-School Instruction with a choice for families who needed selective eLearning. This assumed we were in Phase 4 and our Enhanced Safety Procedures in place. In these early planning phases we were relying on the state's phasing - now one of many pieces of research that are guiding our decision making.

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The pandemic's unpredictability requires humility. Even today Gov. Pritzker warned that Illinois could be headed for a "reversal" in its reopening as the state continues to see a resurgence in coronavirus case numbers, and he called on residents to "defend our progress." As we think about 1 month from now - the opening of school - we need to make a decision so that our teachers can plan an amazing opening with confidence. Given the unpredictability of this time, we can't confirm our plans for the full year, or even for the first semester. Our decision centers on the first month of school.

Our plan is to open the school year in eLearning for our 1st - 8th grade students. Our preschool and kindergarten will start the year in small cohorts on campus.

During our opening month of school, we plan to bring small groups of 1st - 8th grade students on campus weekly. We are thinking creatively about ways to meet the important need that students have - to connect with their new teachers, to renew relationships with each other, to welcome their new-to-Baker peers, and to build their new school community through games, team building activities, and outdoor play. We will share more details on how your child's day and week will look like mid-August.

Our decision making process for the opening weeks of school centers the health and safety of our students and teachers and our duty to them at this critical moment. This time allows for them to build their classroom communities while in eLearning, to bring them together in small cohorts with some regularity on campus, and to support the children and teachers in a thoughtful start to the school year. The first month in eLearning allows us to monitor the positivity rates in our state and regions, the data from other schools across the country who open in person, and increases the available data on the virus and children, data that can help guide future decisions or future changes to our safety protocols.

Our goal is to enact the Return to Campus Plan on September 28 when students will be in either In-School Instruction or Selective eLearning, depending on the choice your family made. Because we are opening slowly to be able to learn from the openings of schools in our region and across the country, I will confirm this date for you on September 21 for your planning purposes. This plan allows us to be cautious but creative in our opening so that we can prioritize delivering on our mission from the very first day of school.

In whatever position we find ourselves in the coming year, our commitment - whether in person or in eLearning - is to provide our students with an exemplary progressive education, which cultivates their intrinsic desire to learn, values their differences, nurtures their whole selves, and encourages their courageous choices.

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# 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. *Baker will open the school year on August 27 in eLearning for 1st-8th grade students and In-School Instruction for PS-K students with a goal of enacting the Return to Campus Plan on September 28.*

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? <b>YES</b></p>	<p>Is Illinois still in Phase 4? <b>YES</b></p>	<p>Is Illinois still in Phase 4? <b>NO</b></p>
<p>Has Baker implemented Enhanced Safety Procedures (ESP)? <b>YES</b></p>	<p>Has Baker implemented Enhanced Safety Procedures (ESP)? <b>YES</b></p>	<p>Has Baker implemented Enhanced Safety Procedures (ESP)? <b>NO</b></p>
<p>Does your family choose in-school instruction for your student? <b>YES</b></p>	<p>Does your family choose in-school instruction for your student? <b>NO</b></p>	<p>Does your family choose in-school instruction for your student? <b>NO</b></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.



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# Community Expectations

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.
- **Follow all CDC travel recommendations.** Notify [health@bakerdemschool.org](mailto: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. Follow all CDC travel recommendations. Notify [health@bakerdemschool.org](mailto: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. Chicago residents are expected to follow the City of Chicago Emergency Travel Order requiring self-quarantine after travel to states on this list. For residents of other cities, we ask that you exercise care in your travel plans as you think about how it might impact the Baker community.
- **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. Please plan for your child to have a clean mask daily. The CDC recommends a two layer cloth mask. Please ensure that they have 1-2 back-up masks in their backpack.

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# 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 grade level.

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.
- **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.

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- **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.
- **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.

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# 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.

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# COVID-19 Procedures

In light of the COVID-19 virus, Baker Demonstration School has made changes to some of our programs, policies, and procedures. We will continue to update our protocols based on information and guidance from the CDC, IPDH and other health professionals.

In order to keep updates as accurate as possible, we will continue to update symptoms, isolation and quarantine policies and other information at: [bakerdemschool.org/covid](https://bakerdemschool.org/covid). Please review the information there now so that you are aware of the symptom screening, isolation and quarantine policies.

We ask that you have a strategy in place to pick your child up within 30 minutes if they show symptoms of COVID-19.

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# 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

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# 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](mailto:health@bakerdemschool.org) and a school administrator will respond as soon as possible.