

**Voyager PCS  
Reopening Plan  
SY 2020-2021**

## **INTRODUCTION**

The emergence of the novel coronavirus pandemic that closed schools nationwide in March of 2020 changed everything about how we live and learn, and will affect the way Voyager serves its students and families for at least the upcoming school year. Due to Hawai'i's relatively low rate of infection and community spread, Voyager and other Hawai'i schools have developed plans in anticipation of the opportunity to reopen school in August with limited risk. Currently, under the state's "Act with Care" impact level, schools are authorized to reopen on the condition that safe practices and social distancing protocols are in place and reviewed and updated regularly. The plan that follows is a working document representing the current best thinking of both school and state leadership, and is subject to revision based on changes in our understanding of COVID-19, state and local directives, or changes in impact level.

## **INFORMATION ABOUT COVID-19**

“Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is to be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it’s important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

At this time, there are no specific vaccines or treatments for COVID-19. However, there are many ongoing clinical trials evaluating potential treatments.”

*Coronavirus. (2020). Retrieved 17 June 2020, from [https://www.who.int/health-topics/coronavirus#tab=tab\\_1](https://www.who.int/health-topics/coronavirus#tab=tab_1)*

## **GUIDING PRINCIPLES**

Voyager will act in accordance with the three principles outlined in a June 18, 2020 Board of Education resolution on reopening schools:

1. Giving hope: *By Giving Hope, particularly to students, we give them confidence to set goals and use their voice to ask for help in finding opportunities and meeting their goals, and the students and their hope-inspired actions in turn become our hope as the future of our world;*
2. Acting with kindness: *By Acting with Kindness, we show empathy for each other and the great deal of change and loss we have all experienced in a short amount of time, thus creating a sense of community, especially for people who need the most help, and serving as a bridge between hope and togetherness;*
3. Working towards togetherness: *By Working toward Togetherness, we acknowledge that we cannot do everything required of us under the current conditions unless we do them together, allowing us to understand and recognize the importance of our relationships with each other, how our actions affect others, and how we can strengthen our community.*

The complete Board resolution may be found online [here](#).

These principles are closely aligned with Voyager's own three core principles, which will continue to serve as the foundation of our decision-making at every level:

- All One Family
- Unity in Diversity
- The Golden Rule

## **THE IMPORTANT ROLE OF FAMILIES**

The number one safety measure that can be implemented during this time is to keep a child home if they are sick. As a school, we will provide an addendum to the student handbook with helpful information and other materials to help transition students to a COVID-safe campus.

In Hawai‘i, many of our families live in multi-generational homes. We know that there are families with higher risk members, including kūpuna, in their households. Doing our part to adhere to state health recommendations and regulations to control transmission and potential future outbreaks is to practice the Golden Rule and demonstrate responsibility for one another. Successfully navigating through and emerging from this challenging time is dependent upon our common commitment to safety measures, and we thank you in advance for your cooperation in keeping our community healthy and safe.

## COMMUNITY EXPECTATIONS

At Voyager, our school pledge includes a dual promise: “to be responsible for my own learning,” and also “to be response-ABLE to the success of my classmates and Voyager School.” This sense of shared responsibility for everyone’s well being is critical to our success at keeping our students and families safe during the pandemic. All members of the school community have a shared responsibility to prevent the spread of illness when they are aware or suspect that they have contracted a communicable disease.

Despite many potential challenges, we must remain committed to the safety policies and procedures listed in this and future communications to help keep all members of our community; students, families, staff, and faculty, safe. By enrolling your child at Voyager, you agree to the following items:

- ❖ **Follow Federal, State, and Local Orders.** All families are expected to adhere to the directives of applicable federal, state, and local government health departments, including the CDC, regarding physical distancing in public and other measures to reduce the spread of COVID-19.

- ❖ **COVID-19 Testing and Notification.** If your child or someone in your household tests positive for COVID-19, notify the office at (808) 521-9770 as soon as possible.
  
- ❖ **Stay Home if Sick.** If your child is sick, you are expected to keep them home from school.
  
- ❖ **Stay Home if Exposed.** If anyone in your household has been notified by the State Health Department that they were in contact with an individual infected with COVID-19, you are asked to notify the School Health Aide (SHA). Based on the circumstance, you may be asked to keep your child at home from school for 14 days. If anyone in your child’s household has traveled outside the state of Hawai‘i and has tested positive for COVID-19, you must also keep your child at home for 14 days. Your child will continue classes via distance learning.
  
- ❖ **Temperature Checking.** The school will regularly check temperatures of students upon arrival at school. If your child presents with a temperature that is higher than 100.0 F, your child will be sent home.
  
- ❖ **Face Coverings and Masks.** Send your child to school with a cloth face covering or mask every day he or she is attending on-campus classes. Teach your child how to properly use and remove a face

mask. If using fabric masks, ensure that your child's mask is cleaned regularly. Additionally, the school may provide some children with a face shield for use on campus. Please ensure the face shield is also cleaned regularly.

- ❖ **Hygiene.** Practice and reinforce good hygiene practices at home, in particular, the importance of frequent handwashing for 20 seconds or longer. Handwashing is encouraged and prioritized over the use of hand sanitizer.
  
- ❖ **Students' Personal Items.** Limit the items your child brings onto campus each day and reinforce policies around the sharing of food, supplies, and other items with other students.
  
- ❖ **Medical Forms and Emergency Contacts.** Parents must complete and submit all required student medical forms by the school-determined deadline. Parents must provide at least two (2) emergency contacts who are able to pick up your child from the school within one (1) hour of receiving a call from the school if your child presents with a temperature or becomes ill during the school day.



## **COVID-19 MONITORING**

Voyager administration and staff will hold COVID-19 Response meetings at least monthly to monitor health indicators reported by the State of Hawai‘i’s agencies as well as our school community. These meetings will track the number of COVID-19 cases in the state; the number of students and employees on campus who report illnesses; the number of people with recorded fevers; attendance and other data points that will inform any actions that Voyager PCS will take. Other topics of discussion may include health and safety responses, professional development and supports related to distance and blended learning, continuity of education, community safeguards, and emergency plans for additional closures. Recommendations made by the committee will be shared with the appropriate role group and any changes to our health protocols will be shared with our community.

Our overall goal will be to evaluate school operations and instruction and make adjustments based on the public health conditions present at the time. Any changes in the health status of our campus will be communicated to families. To support the need for families to have as much information as possible, we will also send out a weekly update via email. We will strive to provide families with as much preparation time as possible for any potential changes to our risk status.

Depending on the health conditions at the time, Voyager may open the school year at an elevated state of alert and more stringent safety protocols in an effort to orient our community to the new safety standards.

Should an active case of COVID-19 be identified in the Voyager community, the school will follow the recommendations of the Hawai'i State Department of Health. The following information is posted online at <https://health.hawaii.gov/coronavirusdisease2019/what-you-should-know/what-hdoh-is-doing/>

#### SURVEILLANCE AND DETECTION

- Healthcare providers and laboratories are required to report all cases of COVID-19 to the Hawaii Department of Health

#### CASE INVESTIGATION AND ISOLATION

- Experienced disease investigators interview the case to find out if the person became infected in Hawaii or while visiting another area.
- Investigators make sure that the case is isolated from others while they are contagious

#### CONTACT TRACING

- Investigators work with the case to identify anyone with whom they have had close contact while they were contagious
- All close contacts are notified by the investigators and instructed to remain at home (self-quarantine) for 14 days

Please click [HERE](#) to see more specific guidelines for workplaces if a person at the worksite has COVID-19.

## IMPACT LEVELS

Voyager PCS will follow the impact levels as designated by the Hawai'i State Government. These impact levels will provide general guidelines for campus activities (Current Impact Level: Act with Care).

Impact Level	Stay at Home (major disruption)	Safer at Home (Moderate Disruption)	Act with Care (minor disruption)	Recovery (minimal disruption)	New Normal no disruption
Health Description  <i>*per State Roadmap to Recovery and Resilience, May 18, 2020</i>	Cases surging and/or increasing  Risk of insufficient testing, hospital capacity, and/or contact tracing	New cases occur, but overall trend decreasing  Near maximum capacity for testing, hospital capacity, and/or contact tracing	New cases and/or clusters are manageable within system capacity  Improved capacity utilization for testing, hospitals, contact tracing	New cases indicate sporadic activity  Optimized capacity utilization for testing, hospitals, and contact tracing	Treatment and/or natural "herd immunity" and/or vaccine
Learning Model	Online distance learning and instructional packets.	Distance learning will continue. Face-to-face instruction if provided for vulnerable learners for whom online learning is not appropriate in compliance with CDC and DOH guidelines.	Hybrid Model - mix of face to face and distance learning	Face to Face learning for all students in compliance with CDC and DOH guidelines.	All students are allowed back on campus. Waialae will continue to monitor the public health situation for any changes.

## HEALTH AND SAFETY MEASURES

<p><b>Assemblies and large group gatherings</b></p>	<p>All assemblies, multi-class gatherings, back-to-school night, student-led conference days, and PTSO general meetings will be held virtually.</p>
<p><b>Cleaning and disinfecting</b></p>	<p>Daily cleaning practices by our contracted cleaner, Coverall, will be compliant with CDC and Department of Health recommendations, including the types of cleaning products used and the frequency of cleaning. Additional attention will be paid to the cleaning of high touch surfaces, which will also be wiped down throughout the day.</p>
<p><b>Classroom practices</b></p>	<p>The use of communal supplies will be limited or eliminated. Materials and equipment, particularly those that are not easily sanitized, will be assigned to a single student or will be used infrequently to allow for the natural lifespan of the virus to run its course. Classroom practices will reduce touching of other students' belongings.</p>
<p><b>Cohorts of students</b></p>	<p>Classrooms and activities will be designed to keep students in smaller, consistent groups (“Ohana Bubbles”) throughout the day.</p>
<p><b>Community</b></p>	<p>Classroom practice will place a greater emphasis on community and well-being to build resilience and cope with stress and anxiety which may be increased within the COVID-19 context. Regular Social-Emotional Learning, or SEL, through Sanford Harmony or similar.</p>

<b>Face coverings and masks</b>	<p>Students, faculty, and staff will wear face coverings and/or face shields throughout the school day. Mask “breaks” will be encouraged outdoors, with proper physical distancing guidelines in place.</p> <p>Visitors to campus will be required to wear masks when conducting essential business.</p>
<b>Field Trips</b>	<p>Suspended until further notice, with the exception of walking trips to neighborhood parks or fields (with parent permission).</p>
<b>Food Services</b>	<p>Lunches for purchase will be provided by Happy Bento, LLC.</p> <p>Lunch will be eaten in classrooms or outdoors under teacher supervision, following physical distancing guidelines. Students are welcome to bring home lunches to school.</p>
<b>Hand Hygiene</b>	<p>Students and faculty will be trained in effective hand washing and encouraged to wash their hands and/or use sanitizer frequently throughout the day. Hand sanitizer dispensers will be available at all building, office, and classroom entrances.</p>
<b>Health screening</b>	<p>Families are asked to monitor their household members for symptoms, including fever, and avoid bringing sick children to school. Regular temperature screening will be conducted for all students, employees, and visitors to campus. Students exhibiting symptoms synonymous with that of COVID-19 will be separated from other students and parents/guardians will be contacted to arrange pick-up within the hour.</p>
<b>Illness Policy</b>	<p>Children should not be sent to school with existing symptoms synonymous to that of</p>

	<p>COVID-19, such as fever, cough, runny nose, nasal congestion, or difficulty breathing.</p> <p>A child with a temperature of 100°F or higher should not be sent to school. Any student in school with a temperature of 100°F or higher will be sent home immediately. A child should be fever free for 24 hours before returning to school.</p> <p>Children who have been diagnosed with COVID-19 will need a doctor's note releasing them back to school.</p>
<b>Physical Distancing</b>	<p>Movement on campus will be controlled and directed to reduce the mixing of students. In classrooms, students will be seated in accordance with CDC guidelines.</p>
<b>Quarantine and contact tracing</b>	<p>If a student or employee has a COVID-19 infection, the school will support the Department of Health's efforts for contact tracing and enforcing quarantine of those infected and their contacts. Provisions will be made to support continuity of learning from home during quarantine periods.</p>
<b>Student drop off and pick up</b>	<p>Physical distancing during student drop off and pick up will be facilitated through staggered arrival and dismissal times. Parents and guardians are asked to abide by these time windows carefully, and to remain in their cars throughout the process. Parents will not be allowed to enter the school building with their child. Temperature checks will be done outdoors at the entrance of each building site by school personnel. More information on the procedure will follow in the COVID-19 addendum to the parent handbook.</p>

<b>Travel</b>	It is recommended that families avoid unnecessary travel.
<b>Visitors and volunteers</b>	Only essential visitors will be allowed to campus and all will be screened upon arrival. Visits by guest teachers or presenters will be limited in number. Appointments may be required during elevated states of alert.



## SCHEDULES

### **K-2: On campus, Face-to-Face Monday-Friday\***

**\*Note: Additional teachers and supervisors have been assigned K-2 to allow sufficient supervision of smaller groupings of students (Kindergarten: 12 per room max, 1st/2nd grade: 11 per room)**

### **3-8: Blended Rotation (M,T, Th, F)**

- A/B/C Groups
  - Group A: Monday, Thursday On Campus, Face-to-Face\* (max class size of 12)
  - Group B: Tuesday, Friday On Campus, Face-to-Face\* (max class size of 12)
  - Group C: (Special Education): Monday, Tuesday, Thursday, Friday On Campus, Face-to-Face\*
  - ***Wednesday: Distance learning for all 3-8***

**\*Note: 7th and 8th grades (Ka'apeha) will attend classes exclusively at our newly annexed classrooms and auditorium at Our Redeemer Lutheran Church (1404 University Ave--student dropoff on Mahi Place via Pua'ena Place).**

## Monday, Tuesday, Thursday Friday Schedule (Note Staggered Dismissal Times)

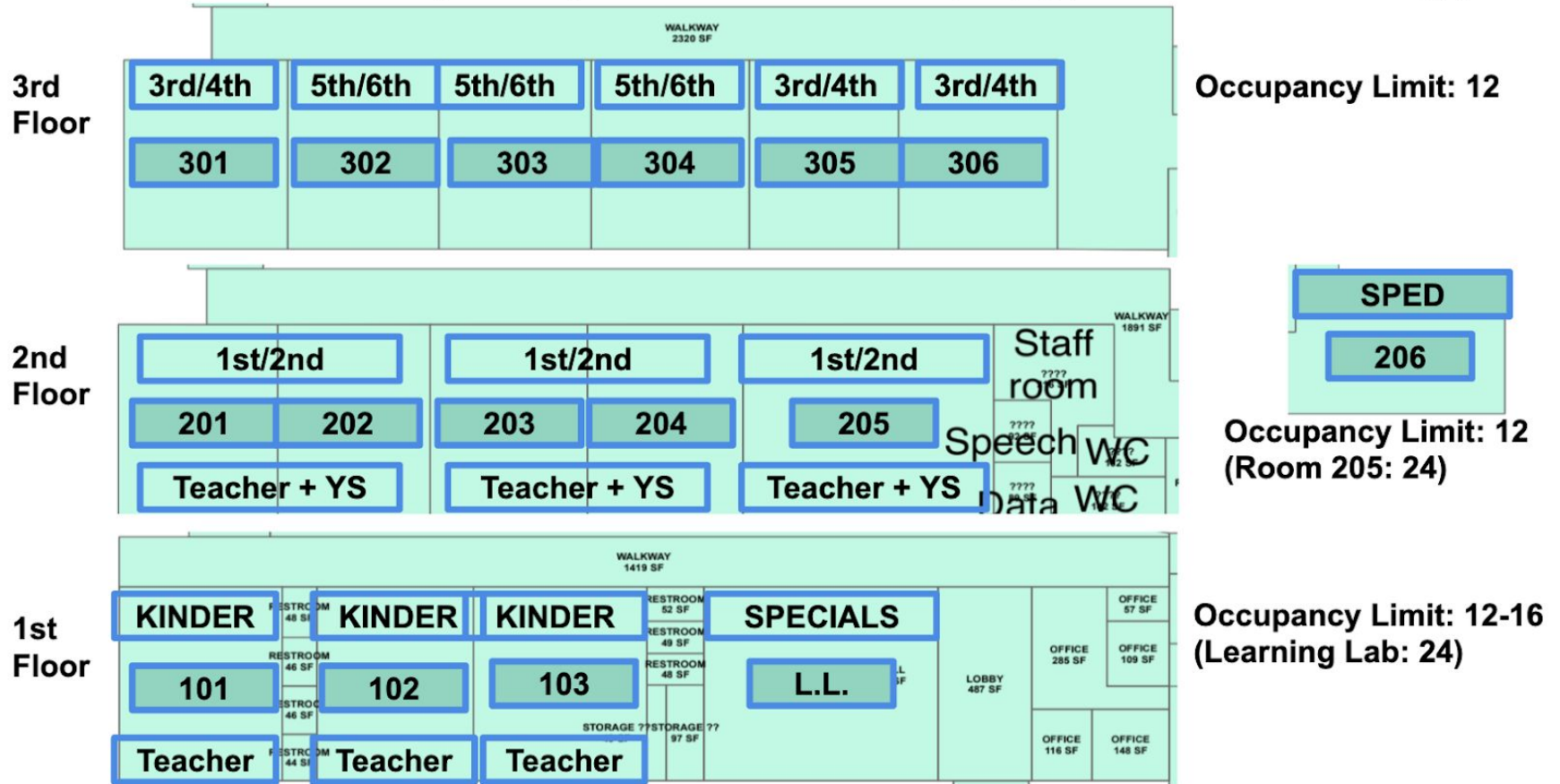
	K	1/2	3/4	5/6	7/8
7:30 AM				Arrival: 7:30-7:45	
7:45 AM	Arrival: 7:45-8:00		Arrival: 7:45-8:00	Homeroom SEL Focus	Arrival: 7:45-8:00
8:00 AM	Block 1 ELA	Arrival: 8:00-8:15	Block 1 ELA	7:45-8:25	Block 1 Specials 7/8
8:15 AM	8:30-9:30	Block 1 ELA	8:00-9:45		8:00-8:50
8:30 AM		8:15-10:00		Block 1	
8:45 AM				ELA	
9:00 AM				8:25-9:50	INT / ENRICHMENT / SEL
9:15 AM				85 min	9:00-10:00
9:30 AM	Block 2 Specials K				
9:45 AM	9:35-10:25			Snack Break 9:50-10:05	
10:00 AM	50 min	1/2 Enrichment, Elective & Intervention	3/4 Enrichment, Elective & Intervention	Block 2	Block 2 ELA, MATH or SCIENCE
10:15 AM		10:00-10:30	10:00-10:30	STEAMS	10:00-11:00
10:30 AM	K Enrichment, Elective & Intervention	1/2 Student Recess Teacher Lunch	Block 3 Specials 3/4	10:05-11:30	
10:45 AM	10:30-11:00	10:30-11:00	10:35-11:25	85 min	
11:00 AM	K Student Recess Teacher Lunch	1/2 Student Lunch	50 min		Block 3 ELA, MATH or SCIENCE
11:15 AM	11:00-11:30	11:00-11:30			11:00-12:00
11:30 AM	K Student Lunch	Block 4 Specials 1-2	3-6 Student Recess Teacher Lunch	3-6 Student Recess Teacher Lunch	
11:45 AM	11:30-12:00	11:35-12:25	11:30-12:00	11:30-12:00	
12:00 PM	Unit Study	50 min	3/4 Student Lunch	5/6 Student Lunch	7/8 Student Recess Teacher Lunch
12:15 PM	12:00-12:45	Teachers stay in classrooms	12:00-12:30	12:00-12:30	12:30-1:00
12:30 PM		1/2 Block Math	3-6 Block Math	Block 3	7/8 Student Lunch
12:45 PM	K Recess 12:45-1:00	12:30-1:45	12:30-2:00	Math	12:00-12:30
1:00 PM	K Block Math	75 min	90 min	12:30-1:55	Block 4 ELA, MATH or SCIENCE
1:15 PM	1:00-2:15			85 min	1:00-2:00
1:30 PM	75 min				
1:45 PM		1/2 Recess 1:45-2:00			
2:00 PM		Unity Study	Unit Study	Specials 5/6	Block 5 SOCIAL STUDIES
2:15 PM	Dismissal: 2:15-2:30	1:45-2:30	2:00-2:45	2:00-2:45	2:00-3:00
2:30 PM		Dismissal: 2:30-2:45	45 min	50 min	
2:45 PM				Dismissal: 2:45-3:00	
3:00 PM			Dismissal: 3:00-3:15		Dismissal: 3:00-3:15

### Wednesday Schedule (K-2 Only; Note Staggered Dismissal Times)

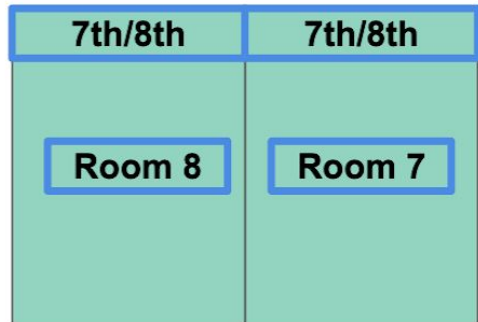
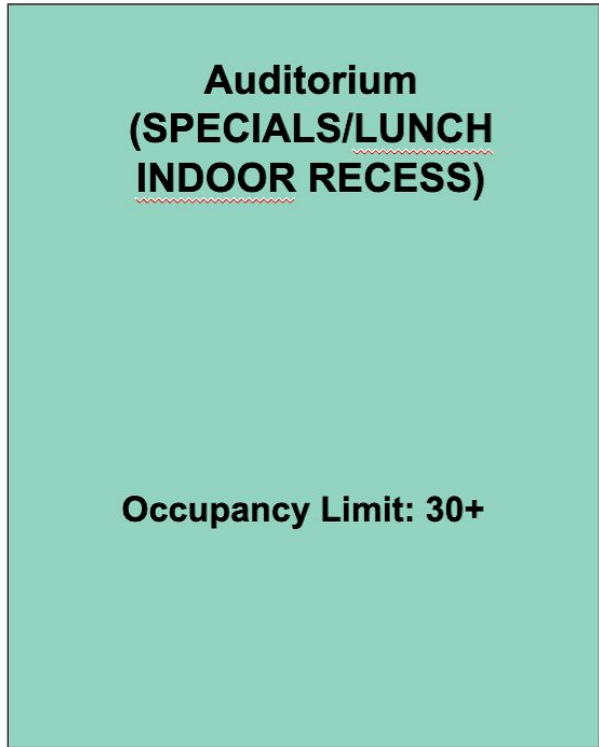
	K	1/2
7:30 AM	WEDNESDAY	
7:45 AM	Arrival: 7:45-8:00	
8:00 AM	Block 1 ELA	Arrival: 8:00-8:15
8:15 AM	8:30-10:30	Specials A
8:30 AM		8:15-9:35
8:45 AM		
9:00 AM		
9:15 AM		
9:30 AM		
9:45 AM		Specials B
10:00 AM	K Student Recess Teacher Lunch	9:40-10:45
10:15 AM	10:00-10:30	
10:30 AM	<b>K Student Lunch</b>	
10:45 AM	10:30-11:00	
11:00 AM	K Block Math	1/2 Student Recess Teacher Lunch
11:15 AM		11:00-11:40
11:30 AM		<b>1/2 Student Lunch</b> w/ Classroom Teachers
11:45 AM		11:40-12:15
12:00 PM	K Recess	Specials C
12:15 PM	with Classroom Teachers	12:15-1:30
12:30 PM	Unit Study	
12:45 PM	12:30-1:15	
1:00 PM		
1:15 PM	Dismissal: 1:15-1:30	
1:30 PM		Dismissal: 1:30-1:45
1:45 PM		

## Classroom Occupancy and Use Maps

The maximum capacity of each classroom has been calculated under a 6-ft distancing guideline:



**LOWER CAMPUS (2428 WILDER AVE)**



**Occupancy Limit: 12**

**3 Teachers + SPED + EA**



**Occupancy Limit: 12**

**UPPER CAMPUS (1404 UNIVERSITY AVE)**

## **ACCOMMODATIONS AND SUPPORT**

There may be situations where a member of our community has a personal situation that puts themselves or their family at particular risk for COVID-19. We will do our best to accommodate the unique needs of individual students and employees. If your child is immune-compromised or you have particular concerns about their presence on our campus, we encourage you to notify the school at [voyagerinfo@voyagerpcs.com](mailto:voyagerinfo@voyagerpcs.com).

We are also aware that feelings of anxiety can be heightened in situations such as this. Voyager's student counselor, Miss Angela Mendiola, is here and ready to help. She will be sharing resources weekly through her "Counselor's Corner" entry in the Parent Update. You may also reach out to her at [amendiola@voyagerpcs.com](mailto:amendiola@voyagerpcs.com).

## **ADDITIONAL RESOURCES**

The following websites provide important information about COVID-19, health alerts and updates, symptoms and testing, and guidelines for staying healthy:

- [Centers for Disease Control and Prevention](#)
- [City & County of Honolulu – Proclamations, Orders, & Rules RE: COVID-19](#)
- [Hawaii Department of Education Website](#)
- [Hawaii State Department of Health COVID-19 Updates](#)
- [World Health Organization](#)

## **QUESTIONS**

If you have any questions or concerns about school policy related to the COVID-19 pandemic, please contact Principal Evan Anderson at [eanderson@voyagerpcs.com](mailto:eanderson@voyagerpcs.com), and he will respond as soon as possible.