

# Re-Opening Protocol

2020-2021

for Ensuring the Safety, Health, and Well-Being of our MOMI 'Ohana



2933 Baldwin Avenue

Makawao, HI 96768

July 20, 2020

Update August 24, 2020

Update November 24, 2020

Update January 19, 2021



Dear Parents:

In addition to the information shared throughout our management of the COVID-19 pandemic at MOMI, please accept the details and procedures included herein as our re-opening protocol, offering plans and expectations for our August 10 start on campus. It is important that you keep in mind that *everything* we have done, said, and will do is a work in progress, largely informed by information available to us by the Department of Health, the CDC, local government entities, and medical, professionals within our community. Just like the virus, our own efforts should not and will not be stagnant and things will undoubtedly change as necessary.

To this end, I believe it is imperative that we all join together in adhering to the details defined herein as they are steps that will likely ensure everyone's health and safety. These steps should be and are informed by the most current information that we have been able to gather. And while in some cases the information included herein is different or contrary from previous conversations, contribution should be given to the fluidity of the on-going circumstance and the fact that what has been devised is absent of real-time practice. In short, we have included information here to ease any worries. We feel it will ensure everyone the safest environment possible but once all players are engaged, staff, students, and families, adjustments will undoubtedly be made.

For the time being, however, please review the information included in this Re-Opening Protocol. Thank you in advance for your cooperation and adherence to the details provided. As we often share with your children, acting in socially responsible ways is important as we are all connected whether through close personal contact, present on this campus together, or within the community we share. It is through our cooperation and care for one another that our efforts will bring positive results and ensure everyone's health and well-being. Should you have questions or comments, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric L. Dustman", is written over a light gray rectangular background.

Eric L Dustman, PhD  
Head of School

Note: This Re-Opening Protocol is not exhaustive of all information relative to school operations and instead focuses on the most salient points about re-opening. For more information about school operations and general policies, please see Classroom Notebooks 2020-2021 and the Family Handbook 2020-2021.

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## **SAFETY AND LOGISTICS PROTOCOLS FOR RE-OPENING CAMPUS**

### **General Safety and Security Measures**

#### **Markers for Social Distancing**

It is widely believed and well documented that one of the key measures that best limits the spread of the coronavirus is social distancing. To support proper distancing of everyone while outside classrooms and on the school grounds, painted markers will be placed and visible at 6' intervals.

#### **Daily Temperature and Health Checks**

Daily health clearances will include temperature and health checks for all staff and students. These health checks will include four questions and only students and parents/families capable of answering each question with a “no” response, will afford permittance of the student(s) onto campus. The four questions are:

1. Have you or your child been in contact with anyone you know that has been diagnosed or suspected of having COVID-19?
2. As of this morning, has your child complained of feeling sick, nauseous, or is he/she experiencing a runny nose, cough, sore throat, wheezing or loss of sense of smell?
3. Has your child been given any medication to reduce fever in the last 24 hours? (specifically Tylenol (acetaminophen) products or Ibuprofen (Advil, Motrin, Aleve)
4. Has anyone in your household recently traveled? Do you have guests visiting that have recently traveled?

No child will be admitted to school if YES is the answer to any question.

Important, all toddler and primary students will be checked at their entrance gate. All elementary – middle school students will be checked at the car. (There is no drop-off for elementary – middle school students until the Daily Temperature and Health Checks are completed satisfactorily.)

Additionally, more information specific to Temperature and Health Checks is provided in **Arrival and Departure Protocol**.

## **Visitors**

No visitors or parents will be permitted on campus.

## **Student and Staff Entry**

Entry to campus and classrooms will be restricted to students and staff and to particular gates, dependent upon the classroom to which your child(ren) is assigned. Upon entry to campus, office and classroom spaces, all staff and students will wash hands and use personal protective gear as necessary as good hygiene practices remain our best preventative measure.

To enter, all staff will be required to have their temperatures checked and to answer a set of entry questions with a “no” answer. The questions specific to staff are:

- 1) Have you been in contact with anyone you know that has been diagnosed or suspected of having COVID-19?
- 2) As of this morning, have you felt sick, nauseous, or are you experiencing a runny nose, cough, sore throat, wheezing or loss of sense of smell?
- 3) Have you taken any medication to reduce fever in the last 24 hours? (specifically Tylenol (acetaminophen) products or Ibuprofen (Advil, Motrin, Aleve)
- 4) Have you or anyone in your household recently traveled to a location that obligates you or him or her to the 14-day self-quarantine order, regardless of a pre-test? In lieu of quarantine and per the school’s protocol, are you or is anyone in your household awaiting negative results of a post-travel test?

For more specifics and detailed information about student entry through assigned gates, please see **Arrival and Departure Schedules**.

## **Use of the broader campus**

Teachers and students will be encouraged to use the space afforded by our open classrooms and spacious 9-acre campus. As a colleague shared, this is an asset that most schools do not have the luxury of providing and most children never experience.

Such space usage will be available through:

- the use of any and all available lanais
- additional spaces created within classroom environments
- canopied areas that have been/will be erected to ensure dry and comfortable spaces for entry and work.

## **Use of the classroom**

Our efforts in returning to and re-opening campus are sincere. We believe, as I expect you do, that we do our best work and your children reap the greatest educational benefit by being on our campus and in our classrooms. That said, precautionary measures are being taken to ensure

a reorganization of classroom spaces to ensure appropriate distancing and sanitary conditions for all. Given this approach, we expect that:

- students will move and utilize the classroom as normal\*
- students will move and utilize the materials as before
- teachers will offer careful instruction daily
- students will be regularly provided the usual in-class support.

Fortunately, our classrooms have a number of windows and exist within a climate where it is easy to take advantage of fresh air and cross ventilation.

\*Department of Human Services require that our Toddler and Primary classroom be “split,” whereby half of the students utilize one half of the classroom and the other half utilize the other. The teacher and the assistant will be able to operate within the entire space. Expect more information on this flow during **Classroom Orientation**.

### **Sanitation and Cleaning Protocols**

The entire campus and all classroom environments will be cleaned frequently throughout the school day and following the closure of campus each afternoon. To support ease in doing so, we have elected to move toward the use of easily cleaned materials and in instances where it is possible to provide each student with their own supplies, we will. Further, the following safeguards have been taken to ensure everyone’s health, including the following cleaning schedule.

- handwashing and personal hygiene will continue to be encouraged and remain commonplace
- one-touch faucets have been installed throughout sink spaces that limit the need to re-touch the faucet after initially turning it on
- high touch surfaces will be cleaned routinely throughout the school day
- our Maintenance Department and custodial staff will work to complete deep cleaning and sanitation of all areas daily, once dismissal occurs.

### **The ‘Ohana Bubble**

I expect that many of you have read my previously shared thoughts about the ‘ohana bubble. This is a phrase coined by the Department of Health specifically for Toddler and Primary Programs, but it also has school-wide applicability for us. As such, we will incorporate it into our daily routines as it will help us limit contact between groups of students and hence, cross-contamination.

In short, the ‘ohana bubble refers to cohorts of students. (In our case, cohorts of students are defined as those with whom your child shares class, e.g. the students within the Plumeria class are one ‘ohana bubble, the students in the upper elementary are one ‘ohana bubble.)

## **Limiting Cross-Contamination- Recess and Resource Schedules**

The idea behind the 'ohana bubble is to limit cross-contamination between people and environments. According to the Department of Health, by implementing the idea of the 'ohana bubble and controlling the student setting, "schools can more effectively maintain consistency of close contacts and while it won't eliminate all risks, it will minimize the possibility of germ spread."

Recess and Resource Schedules will play a part in our efforts to limit cross-contamination. As such,

- schedules are being developed to ensure the ability of all children on campus to play safely, while staggered and apart.
- classroom 'ohanas will recess together at specified times but the use of the playground equipment by all students, at the same time, will be limited
- to support the safe use of playground equipment during these periods of play, handwashing protocols will be utilized by all students and teachers before and after play
- and, backyard spaces attached to our toddler and primary classrooms will still be utilized and so too will our larger spaces—lower field, banyan tree, upper field.

Resource schedules are being created to limit Resource teachers to no more than one classroom space and with more than one 'ohana daily. Resource classes will be held outdoors as possible and when not, the Kamani classroom has been re-purposed to afford use of the space.

## **Face Coverings**

The use of masks and other forms of face coverings like Face Shields has been a hot topic since discussions of re-opening our campus began back in April. And while I appreciate that our communication and stance has formerly been to require the use of such protective gear by staff only, prevailing arguments and information have increased the value of valve-free face coverings in limiting the spread of germs among those most likely to be asymptomatic, our children, and others with whom they share their school day, our staff. At the request of our staff and to best secure our 'ohana bubbles while on campus and in school, and to protect our staff too, it will be necessary that children have masks at their disposal. Notably, the CDC has communicated the importance of schools readying themselves to "protect children and employees at higher risk for severe illness" prior to re-opening. Hence, this has become one of our considerations.

Face coverings are not necessary for children 5-years and under. Dr. Park, Maui's chief epidemiologist, shared her concern for face coverings for children five and under as they can:

- impede the developmental needs of young children,
- hinder their need for social interaction and connection, and
- be unnecessary due to the inefficiency of a child's nasal receptors to act as viral transmitters.

To reiterate, all staff will be required to wear face coverings throughout the school day when in the presence of other staff and children. Given the likelihood that our teachers will be unable to appropriately distance much of the time they are instructing and supporting children, it will be necessary that all students wear a mask:

- upon arrival in the morning
- in instances where social distancing of up to 6' from others is not possible
- at dismissal in the afternoon.

Students will not be required or asked to wear face coverings when:

- appropriate social distancing is feasible. (Whether indoors or outdoors, close proximity situations will warrant the use of face coverings for pre-adolescent/adolescent students in upper elementary and middle school, as has been deemed appropriate practice for persons of such age.)
- in motion at recess

\*Face Shields are optional for staff and students but according to the Department of Health, they do not replace the use or benefits of face masks so having a mask will also be necessary. Additionally, single layer masks or gators that don't pass the candle test will not be permitted as they provide inferior protection and other risks to the wearer, specifically. More information can be learned here:

<https://www.instagram.com/tv/CEHHijbAxWm/?igshid=1qtr1rp8ogi1w>

<https://www.nydailynews.com/coronavirus/ny-coronavirus-mask-transmission-covid-study-efficacy-20200810-cg24pk5urjdf3pyuqpb4sw7wm-story.html#nt=oft-Double%20Chain~Flex%20Feature~top-version1~masks-1022p~1~yes-art~curated~curatedpage>

<https://www.youtube.com/watch?v=o0wu9TOQQaU>

### **Your Child's Social and Emotional Well-Being**

As in all instances where children are within our care, and even during ones seldomly fathomed like COVID pandemic, the greatest of efforts will be exerted to show grace in supporting a child's social and emotional well-being. While MOMI will undoubtedly function and in some respects appear different from when we last were on campus in early March, it is still very much a safe place, one that nurtures the individual child and supports the greater good.

### **Morning Care and Extended Care**

Morning Care and Extended Care will begin on Monday, August 10 for pre-registered students. Successful compliance with the **Daily Temperature and Health Check** will be necessary before the child may enter Morning Care.



Arrival to Morning Care should not be before 7:30am any day. Students enrolled in aftercare should pack an afternoon snack.

For further information and space availability, please contact Tess DeLisa at [tessh@momi.org](mailto:tessh@momi.org).

### **Staff Training**

The staff returns to campus beginning Monday, August 3 and Tuesday, August 4. During these two days and those that follow, preparations will be made to ready our classrooms and to prepare campus for students' return on Monday, August 10.

Additionally, the faculty will be engaged in preparations about curriculum and alternative education plans, e.g. distance learning should it become necessary again, and all staff and faculty will all be engaged in new safety procedures and protocols. Led by our nurse Jill Binford, the staff will become well versed in the care of young children under our new circumstances. For the well-being of all, these meetings will be very important.

Part of this training will include the distribution of staff id cards which are nothing more than your child's teacher's laminated photo and a clip that can be easily worn. We are hopeful that these photos will support the teacher and your child in forming and/or reconnecting when face coverings were not the norm.

### **Health Room**

We have altered the use of the library to support new and necessary initiatives on campus. In part, the library will now be utilized as the Health Center. Jill Binford will secure it as her home base and for a sanctuary should an ill child need tended to or before a parent is able to arrive. Primarily, however, Jill will be out and about and in spaces where her expertise is needed.

### **Quarantine and Student/Parent/Family Illness**

Absences by students need to be reported to the child's teacher via e-mail (as found in your child's program handbook) with a carbon copy to [info@momi.org](mailto:info@momi.org) and [jillb@momi.org](mailto:jillb@momi.org). In instances where children remain home due to illness, they must have a doctor's note clearing them for attendance at school before they can be re-admitted. In instances where a child's symptoms warrant COVID testing all siblings will not be permitted to school and the same need for a note applies, only after a negative test result is received by the parent. In cases where the parent is testing, all children should remain home until test results (to be provided the school) and other assurances can provide for their safe return.

The need for all relatives, family members, and/or contacts with travelers to remain home and away from school applies when considering guests and adherence to post-travel test protocol. For more information, see **Pre- and Post-Testing for Guests and Household Members**.

## **Pre- and Post-Testing for Guests and Household Members**

Note: These rules supersede State requirements.

For anyone traveling or welcoming household members/other travelers to your home, pre-tests must be negative and non-rapid post-travel tests must be completed and negative 4 days after arrival. If contact occurs prior to the successful completion of this process, no student, staff, or family member will be permitted on campus.

Again, only non-rapid post-travel tests will be accepted as too many false positives and/or negatives have been commonplace. Acceptable post-travel tests include Molecular (PCR) or Nucleic Acid Amplification Testing (NAAT). Antigen tests will not be accepted.

For simplicity, here is the protocol.

### **TRAVELING AND ISLAND GUEST**

#### **TESTING PROTOCOL**

- 1) **Take a post-travel test.\*** The day of arrival on Maui is considered Day 1. All travelers within a household or guests visiting a household must complete a non-rapid, post-travel test no earlier than Day 4 following their arrival.

**If contact occurs with any MOMI staff or student prior to receiving a negative post-travel test result, admittance to campus will be denied to that staff or student.**

**A family may choose to not post-test for whatever reason, and can do a 10-day quarantine instead, per a December 4, 2020 protocol update and communique.**

- 2) **Provide copies of negative post-test results to [info@momi.org](mailto:info@momi.org).**  
Upon completion of post-tests, copies of negative post-test results should be provided the school.

**\*Only Molecular (PCR) or Nucleic Acid Amplification Testing (NAAT) will be accepted for post-testing. Antigen tests will not be accepted.**

**\*\*Regarding this or future winter break periods, if travel occurs in the first week (Dec 12-19), a 14-day period is possible before our return to campus. As such, a family and/or staff member does not need to complete the post-test prior to a return to campus.**

## **School Year Start and Related Activities**

### **Student Orientation- Meet the Teacher**

Toddler and Primary Meet the Teacher events for students and families will take place on Friday, August 7 from 3:00-3:30 via Zoom.

Expect a Zoom Link invites beginning Monday, August 3 from your child's teacher to join the Meet the Teacher event.

### **Classroom Orientation- Information Sessions for Parents**

Classroom Orientations will be held on Thursday, August 6 via Zoom. Expect a Zoom Link invite specific to your child's class or program beginning Monday, August 3 from your child's teacher. In instances where a conflict occurs, expect that shared information will be provided prior to school starting.

#### **Toddler**

'Ohia 10:00-10:45am

#### **Primary**

Kukui 9:00-9:45am

Plumeria 9:00-9:45am

Monkeypod 9:00-9:45am

Nara 9:00-9:45am

The Lower Elementary Staff has elected to host a combined Information Session for 2020-2021 from 10:00-10:45am.

Upper El 8:00-8:45am

Middle School as previously scheduled between parents and Jeffrey.

### **Parent Workday**

While we appreciate the help, we will host no Parent Workday to begin 2020-2021 school year.

## School Day Logistics

### **Arrival and Departure Protocol**

All staff and students will be temperature checked and health screened daily before entering campus. Parents will not be permitted on campus and should be prepared to transition with their child(ren) at the appropriate gate (toddler – primary) or from the car (all elementary – middle school.) (There is no drop-off for elementary – middle school students until the Daily Temperature and Health Checks are completed satisfactorily.)

For parents with multiple children, arrival and departure should take place at the youngest child's gate. For parents with multiple children at the same level, arrival and departure should occur at the drop-off/pick-up of your choice but, whatever you choose, please be consistent as we will plan accordingly following day 1.

Know that whether at the car or a gate, the utmost care will be provided for ensuring your child a successful transition to the classroom environment.

**If your child arrives late**, you must remain in the car and call the office for instructions. Your support in ensuring that your child(ren) meet the requirements of the **Daily Temperature and Health Checks** will be important so remaining at school to ensure clearance will be appreciated.

Arrival and Departure Schedules (See attached map for locations)

In an effort to make the Arrival and Departure Protocol as safe and efficient as possible, we have created the following plan. Despite our best efforts, we appreciate that it will be a transition and we ask everyone for your patience. As adjustments are made, changes will be communicated. In the interim, everyone should expect to follow this schedule at the school year’s onset.

Arrival and Departure Protocol / Schedule			
	Wave 1	Wave 2	Wave 3
Arrival Time	7:45-8:05am	8:05-8:20am	8:20-8:40am
Departure Time	2:45-3:00pm MTHF 1:15-1:30pm W	3:00-3:15pm MTHF 1:30-1:45pm W	3:15-3:30pm MTHF 1:45-2:00pm W
Classroom / Gate	Middle School- Breezeway	Upper Elementary- Upper Circle RFC	Plumeria- Main Parking Gate 1
	Banyan- Lower Circle	Wiliwili- Lower Lot Gate 1	Nara- Lower Lot Gate 2
	Jacaranda- Main Parking Circle	Kukui- Main Parking Gate 1	Toddler- Main Parking Gate 2
	Monkeypod- Main Parking Gate 2		

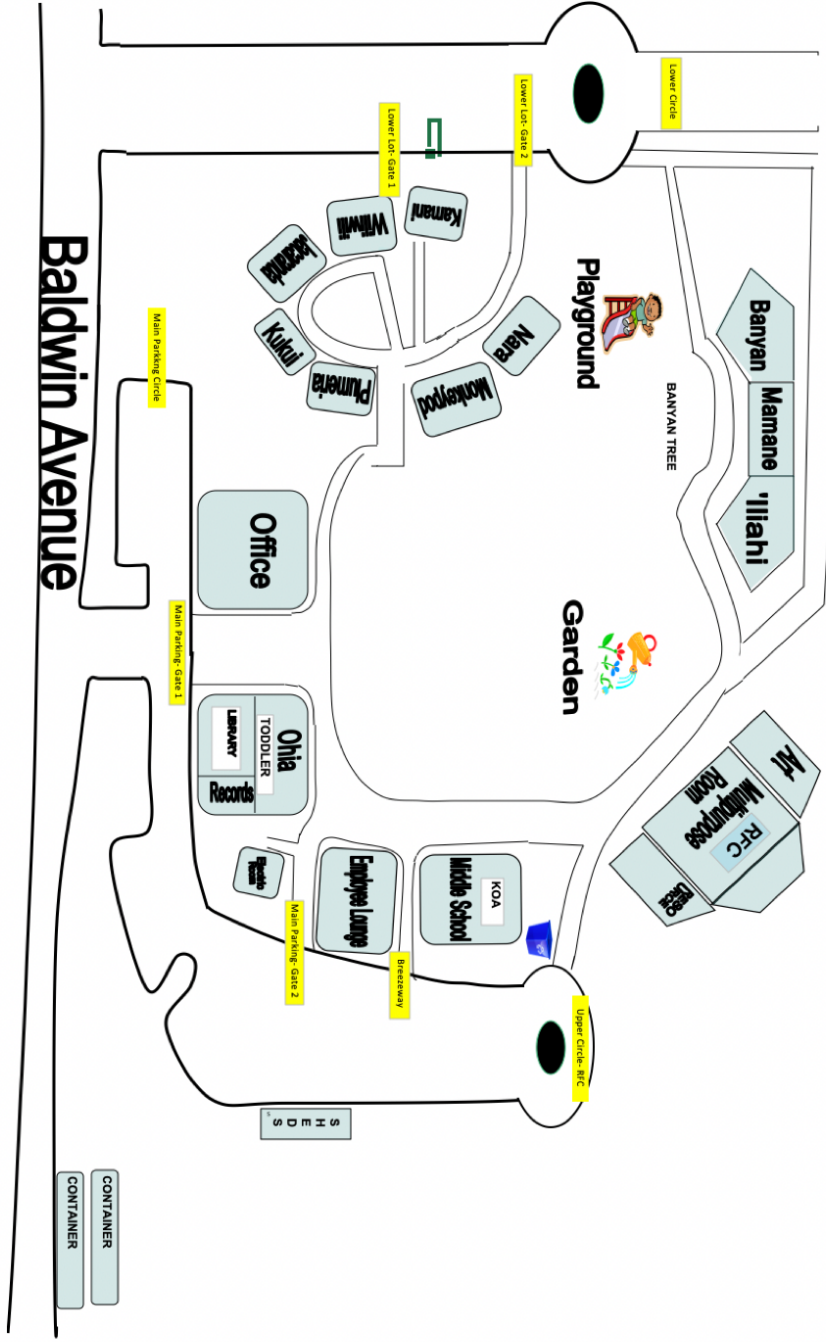
\*Following dismissal, no child or parent should remain on campus unless previous arrangements were made for the child to attend aftercare.

**M A P**  
of  
**Montessori School of Maui**



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**Baldwin Avenue**



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