



**INSTRUCTIONS:**

- 1) Make a copy of this Google Doc
- 2) Complete all cells highlighted in blue
- 3) Rename the Doc to match the title of your proposal
- 4) Submit your copy of the completed Doc to [superintendent@csdecatur.net](mailto:superintendent@csdecatur.net)

# Proposal to Return to In-Person Activity

<b>Submitted by:</b>	Amanda Lockhart	<b>Date:</b>	Oct 13, 2020
<b>Title</b>	Internal Assessment Lab Time	<b>School:</b>	DHS
<b>Brief title this proposal can be referred to as (try to keep to 5 words or less):</b>			
IB Biology IA Lab Time			
<b>Brief description of what is being proposed (try to keep to under 5 sentences):</b>			
Lab times that students can schedule to use equipment or lab space at the high school to complete their IA.			
<b>When do you propose beginning this activity in person, why do you propose that date, and what will the impact be if in-person activity is delayed until after that date?</b>			
Weeks of 10/26-10/30, 11/9-11/13, 11/16-11/20 after school from 3:45-6. I propose these dates because I can stay after. If these dates are not approved, students will not be able to complete their IAs using school equipment and will have to change their ideas.			
<b>Describe the population of people who will be returning to in-person activities (students, staff, age levels, grades, programs, teams, etc.):</b>		<b>Approximately how many people in each of those groups will be impacted by this proposal (students, staff, volunteers, etc.):</b>	
IB Biology Year 2 students completing IAs who need to use specialized equipment that we can not lend out to go home.		Maybe 20-25 students over all. There will be no more than six students at a time. 1 staff member- Amanda Lockhart.	
<b>Describe the <u>benefits</u> of returning to in-person for this activity and the <u>risks</u> of <u>NOT</u> returning to in-person:</b>		<b>Describe the <u>risks</u> of returning to in-person for this activity and the <u>benefits</u> of <u>NOT</u> returning to in-person:</b>	
Benefits include allowing students to complete IAs of interest and using equipment they would otherwise not be able to use. Risks include		Risks include minimal contact with others. There are not perceived benefits for not returning.	

<p>not completing an IA of interest and having to start the process all over again.</p>	
<p><b>Describe in detail the protocols, equipment, and other actions that will be implemented to protect the health and safety of the persons involved in this activity:</b></p>	
<p>Students will sign up ahead of time for a lab time. They will come to the high school to room 2109. Students will follow the following safety protocols:</p> <ol style="list-style-type: none"> <li>1) Each student will complete a Google Form for Health Checks before entering the room.</li> <li>2) Students will sign in and sign out.</li> <li>3) Each student will wear a mask at all times.</li> <li>4) Students will each be working at their own lab tables - <b>no more than 6 students per day (there are only 6 lab tables).</b></li> <li>5) Students will submit their lab equipment needs, it will be pulled, and then given to them. Students will be responsible for cleaning up lab equipment and lab stations when the experiment is complete. Teacher will put equipment away.</li> </ol>	
<p><b>Describe in detail how the above protocols, equipment, and other actions will be monitored to ensure compliance and fidelity of implementation, including who will be responsible for each aspect of monitoring:</b></p>	
<p>Ms. Lockhart will ensure that this happens and will keep logs of students who come and go.</p>	
<p><b>Will this activity be voluntary, compulsory, or socially compulsory?</b> If the answers vary by participant (such as students vs. staff), answer separately for each category of people.</p>	<p><b>What will happen for those normally involved in this activity if they choose not to participate when it returns to in-person?</b> (Answer separately for each category of people if applicable.)</p>
<p>Voluntary for students. They only need to sign up if they feel as though they need supplies/equipment that we can not lend out. Each year we have about 20 students who ask to complete projects at school because they do not have resources at home.</p> <p>There are other options for IAs, but there are many students who really want to stretch themselves to achieve the best score possible.</p>	<p>They will do the experiment at home as before, do a database analysis, or simulation.</p>
<p><b>Describe in detail any interactions this activity will have with others (such as other teams/clubs within the district, other teams/clubs outside the district, etc.), the risks such interactions would introduce, and how those risks will be mitigated.</b></p>	

The only risk would be passing by people who might be in the school. Social distancing can easily be maintained and anyone in the building should be masked, so risks should be minimal.

**What other information, not already provided above, needs to be shared with the team evaluating this proposal?**

As of 10/12 I have only had 4 people request to do their IAs at school (microorganism IAs) as it is deemed unsafe for these to be done at home - ie bacteria. I do not think many people will sign up, but I wanted to give them the option.

### Proposal Review

**Reviewed by CSD COVID Response Team:**

K. Beam, C. Burnett, D. Dude, M. Fehrman, L. Huddleston, E. Melton, S. Moore, S. Perez, R. Thomas

**Status:**

Approved

Denied

**Date:**

2020-10-21