

# Andes Central School District



**2021-2022**

**REOPENING PLAN**

**UPDATED -- 12/07/2021**

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# ANDES CENTRAL SCHOOL DISTRICT

## OUR RESPONSE TO REOPENING DURING THE COVID19 PANDEMIC

As Andes Central School begins to look forward to re-opening in the fall of **2021**, the overwhelming feedback has been that staff, students, and families want learning to be in-person as long as it can be done safely. In order to provide in-person learning, we will need to have all students, staff, and families agree to safeguards that will provide us with the greatest opportunity for staying open until a treatment or vaccine is available for COVID19.

We are Mountaineer Strong! And we always come together when the going gets tough, we know that our greatest strength is our relationships with each other. And so, we will now ask each student, family, and staff member to join us in a “**social contract**” which asks us to individually and collectively do our part to protect one another from the coronavirus so that we have the best chance of not having to close school again.

### The school district will:

- Screen students, staff, and visitors for COVID19 symptoms on a daily basis.
- Limit access to the interior of the school to staff, students, service providers, and individuals with previously scheduled appointments.
- Enforce face covering and social distancing protocols.
- “Cohort” students to the extent practicable.
- Clean and disinfect high-touch surfaces multiple times a day, and where applicable decrease the number of high-touch surfaces students and staff are exposed to.
- Increase ventilation on buses, in classrooms, and other locations to the extent practicable.
- Provide hand sanitizer in each classroom space, the main entrance, and cafeteria.
- Provide non-surgical, disposable face coverings to any person entering the school who does not have one.
- Train staff and students in proper hand hygiene and respiratory practices.

- Provide “Health & Safety Kits” to any student or family as requested. The kits include disposable thermometers (5) and cloth face masks (2).

**School district personnel and service providers will:**

- Not come to work if they have:
  - experienced any symptoms of COVID19, including a temperature of greater than 100.0°F, in the past 14 days;
  - traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory in the past 14 days;
  - knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19; and/or
  - tested positive through a diagnostic test for COVID19 in the past 10 days.
- Notify the school immediately if they have been exposed to someone with COVID19, attended an event where an outbreak has occurred, or traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory.
- Wear face coverings at all times when social distancing cannot be maintained.
- Reinforce and model proper hand hygiene practices, wearing of face coverings, and social distancing.
- Limit person-to-person contact to the greatest extent possible. For example, no hugging or handshaking.

**Parents/guardians will:**

- Provide two (2), face coverings for their child with their name on it. If unable to do so, the district will provide disposable, non-surgical masks to students upon arrival.
- Reinforce proper hand hygiene practices used at school, the wearing of face coverings, and social distancing protocols.
- Monitor the health of their child on a daily basis.
- Keep their child home if they have:
  - experienced any symptoms of COVID19, including a temperature of greater than 100.0°F, in the past 14 days
  - traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory in the past 14 days
  - knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19; and/or
  - tested positive through a diagnostic test for COVID19 in the past 10 days;

**Students will:**

- Tell their parent/guardian if they are not feeling well before coming to school or tell any adult if they start feeling unwell during the school day.

- Wear face coverings at all times except for when seated for lunch or at the instruction of a staff member who has determined that social distancing can be maintained.
- Maintain 6ft social distancing to the extent possible and limit person-to-person contact. For example, no hugging or handshaking.
- Wash and dry their hands each time after going to the bathroom.

# SHORT-TERM CLOSURE PREPAREDNESS

It may be required from time-to-time during the school year to have short-term closures to deal with different COVID19 issues. This may be the result of a known case of COVID19 in our school, a directive from the Department of Health to close, or because of our need to more thoroughly clean the school.

## **The school district will:**

- Be prepared to immediately restart the established communication plan in order to communicate information to families should our closure be for more than two days.
- Provide written communication to families and students through our website: [www.andescentralschool.org](http://www.andescentralschool.org)
- Coordinate food pickup/delivery options if closed for more than a week.

## **Grades PK-6 Teachers will:**

- Create a google classroom for the entire grade level which includes work for students for each subject. This work will be complemented with teachers coming on line daily to give instruction. Primary grades will have shorter instructional segments, with more emphasis on high engagement online resources.
- Use google classroom as a resource daily whether on or off campus to ensure that all students are knowledgeable on how to access their classes.
- Take home their laptop computers daily.

## **Grades 7-12 Teachers will:**

- Use google classroom as a resource daily whether on or off campus to ensure that all students are knowledgeable on how to access their classes, daily classwork and homework.
- Be prepared to work on-site, with daily instruction, during the master schedule time assigned so that students will run their schedules as though they were in the building.
- Take home their laptop computers daily.

## **Parent/Guardians will:**

- **To get full updates on expectations on attendance using remote resources, check our webpage at [www.andescentralschool.org](http://www.andescentralschool.org).**
- Notify the school if they are unable to provide the internet.
- Remind their child(ren) in grades 7-12 to bring their chromebooks to school daily.

## **Students in Grades 7-12:**

- Will take home their Chromebooks daily and be ready to switch to remote learning if needed.




# COMMUNICATION AND COMMUNITY ENGAGEMENT

STRATEGY	GUIDANCE	PAGE(S)
<p>Stakeholder meetings will be held to garner input/feedback prior to creation of the reopening plan and prior to the final version of the plan being approved by the Board of Education.</p> <p><b>NOTES</b></p> <ul style="list-style-type: none"> <li>• Board meeting was held on 07/09/2020 and the foundational plan was discussed.</li> <li>• Stakeholder meeting was held on 07/09/2020 with bus drivers, cafeteria staff, custodial staff, office staff, teachers &amp; aides, and families.</li> <li>• Board meeting was held on 07/23/2020 and the foundational plan was evaluated again.</li> <li>• Plan was shared with all employees on July 31st.</li> <li>• Virtual parent/community survey was available on our website from 07/21/2020 to present.</li> <li>• Plan was shared with the Board of Education.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>15 (Bullet 1) CFCE, 1</p>
<p>The District will use the following communication tools to notify the community of the reopening plan.</p> <ul style="list-style-type: none"> <li>• We will use our existing website <a href="https://www.andescentralschool.org">https://www.andescentralschool.org</a> to serve as the primary location for all communication that is not done through social media.</li> <li>• The district's official Facebook page: <a href="https://www.facebook.com/Andes-Central-School-231707435415">https://www.facebook.com/Andes-Central-School-231707435415</a> will be used to push notifications to individuals following the page.</li> <li>• The district will use its robocall system to push notifications to parents/guardians through their cell phones, home phones, as well as their private email addresses. Those without emails or social media accounts will be directed to the school district's official website <a href="https://andescentralschool.org">https://andescentralschool.org</a></li> <li>• As needed, the District will hold virtual meetings via Zoom or other video conferencing software.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>15 (Bullet 1) CFCE, 2</p>






STRATEGY	GUIDANCE	PAGE(S)
<p>The district has purchased and will display signage and information throughout the school to remind students, staff, and visitors of COVID19 protocols. Signage includes, but is not limited to:</p> 	<p>NYSED ASSURANCE</p>	<p>15 (Bullet 2) CFCE, 2</p>
<p>The district will ensure all students are taught or trained on how to follow new COVID19 protocols safely and correctly, including but not limited to hand hygiene, proper wearing of face covering, social distancing, and respiratory hygiene.</p> <p><b>NOTES</b></p> <ul style="list-style-type: none"> <li>• The principal, school nurse, school counselor, faculty and staff, and students will be shown how to follow COVID-19 protocols.</li> <li>• Also instructional videos will be posted on our website. These videos will be uploaded to the district's website.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>15 (Bullet 3) CFCE, 3</p>
<p>The school and/or district will encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained.</p>	<p>NYSED ASSURANCE</p>	<p>16 (Bullet 1) CFCE, 4</p>
<p>The school and/or district will provide communications in the language(s) spoken at home among families and throughout the school community. The</p>	<p>NYSED ASSURANCE</p>	<p>16 CFCE, 5</p>


written plan will be published in PDF format to ensure that those with visual and/or hearing impairments will be able to access the materials.		
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# Health & Safety

STRATEGY	GUIDANCE	PAGE(S)
<p>As of 07/31/2020, the Andes Central school district plans on having all students return to in-person instruction. This decision is based on these factors:</p> <ul style="list-style-type: none"><li>• The school building was designed for a student population of over 350. The current student body is 75 or less.</li><li>• Every teacher has their own classroom.</li><li>• Currently we have no Pre-Kindergartener enrolled.</li><li>• In grades K-6, there is one section of each grade level. Each room is at least a standard 450+ square feet.</li><li>• In grades 7-12, the majority of classes are less than 10. If there is an instance where class sizes cannot be reduced to that level, alternative spaces will be considered – cafeteria, gymnasium.</li><li>• 4000 disposable, non-surgical masks are currently on-site; and face shields have been ordered and are due by August.</li><li>• Based on historical bus ridership trends, students on all 3 of our morning and afternoon runs will regularly be able to sit in their own seat if we group households together.</li><li>• We will enforce the State Education rule of only transporting students who live further than 1.5 miles from the school, in order to further increase social distancing on our buses.</li></ul>	NYSED ASSURANCE	17 (Checkbox 1) HS, 1

STRATEGY	GUIDANCE	PAGE(S)
<p>Stakeholder meetings will be held to garner input/feedback prior to creation of the reopening plan and prior to the final version of the plan being approved by the Board of Education.</p> <p><b>NOTES</b></p> <ul style="list-style-type: none"> <li>● Board meeting was held on 07/09/2020 and the foundational plan was discussed.</li> <li>● Stakeholder meeting was held on 07/09/2020 with bus drivers, cafeteria staff, custodial staff, office staff, teachers &amp; aides, and families.</li> <li>● Board meeting was held on 07/23/2020 and the foundational plan was discussed.</li> <li>● The Plan was shared with all employees on July 31st.</li> <li>● Virtual parent/community survey was available on our website from 07/21/2020 to present.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>17 (Checkbox 2) HS, 2</p>
<p>The District will use the following communication tools to notify the community of the reopening plan.</p> <ul style="list-style-type: none"> <li>● We will use our existing website <a href="https://www.Andescentralschool.org">https://www.Andescentralschool.org</a> to serve as the primary location for all communication that is not done through social media.</li> <li>● The district's official Facebook page: <a href="https://www.facebook.com/Andes-Central-School-231707435415">https://www.facebook.com/Andes-Central-School-231707435415</a> will be used to push notifications to individuals following the page.</li> <li>● The district will use its robocall system to push notifications to parents/guardians through their cell phones, home phones, as well as their private email addresses. Those without emails or social media accounts will be directed to the school district's official website <a href="https://www.andescentralschool.org">https://www.andescentralschool.org</a></li> <li>● As needed, the District will hold virtual meetings via Zoom or other video conferencing software.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>17-18 (Checkbox 3) HS, 3</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district has purchased and will display signage and information throughout the school to remind students, staff, and visitors of COVID19 protocols. Signage includes, but is not limited to:</p> 	<p>NYSED ASSURANCE</p>	<p>17-18 (Checkbox 3) HS, 3</p>
<p>The district reopening plan has a written protocol developed in collaboration with the district director of school health services to instruct staff to observe for signs of illness in students and staff and requires symptomatic persons to be sent to the school nurse or other designated personnel.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>COVID19 SIGNS OF ILLNESS PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 1) HS, 4</p>
<p>The district reopening plan has written protocols for daily temperature screenings of all students and staff, along with a daily screening questionnaire for faculty and staff and periodic use of the questionnaire for students.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENTS</b></p> <ul style="list-style-type: none"> <li>SCREENING PROTOCOL - VISITORS</li> </ul>	<p>NYSED ASSURANCE</p>	<p>17-18 (Checkbox 3) HS, 5, 8, 9,</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>Ill students and staff will be assessed by the school nurse. If the school nurse is not available, ill students and staff will be sent home for follow up with a healthcare provider.</p>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 3) HS, 6</p>
<p>The district reopening plan has written protocols requiring students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire to be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENTS</b></p> <ul style="list-style-type: none"> <li>● COVID19 SYMPTOM CONFIRMATION PROTOCOL – VISITORS</li> <li>● COVID19 SYMPTOM CONFIRMATION PROTOCOL – STAFF</li> <li>● COVID19 SYMPTOM CONFIRMATION PROTOCOL – STUDENTS</li> <li>● WAIT IN PLACE PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 4), 22, 37-40 HS, 7</p>
<p>The district reopening plan has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.</p> <p>NOTES: The principal and school nurse will post on our webpage the videos based on the CDC guidance for best practices in hand washing:  <a href="https://www.cdc.gov/handwashing/videos.html">https://www.cdc.gov/handwashing/videos.html</a></p> <p>Signage <b>will be</b> purchased and will be placed in appropriate spaces for handwashing:</p> 	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 7), 26 HS, 10</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan has a written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• SOCIAL DISTANCING PROTOCOLS/DECISIONS</li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 8), 28-30 HS, 11</p>
<p>The district reopening plan has written protocol detailing how the district will provide accommodations to all students and staff who are at high risk or live with a person at high risk.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• VULNERABLE/HIGH-RISK GROUPS ACCOMMODATIONS</li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 9), 30-31 HS, 12</p>
<p>The district reopening plan has a written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• FACE COVERING PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 10), 36 HS, 13</p>
<p>The district reopening plan has a plan for obtaining and maintaining adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.</p> <p><b>NOTES</b></p> <p>The district has purchased and already has on-site 4000 non-surgical face masks, as well as many boxes of gloves. As of 07/19/2020, the district has received 75 cloth PPE masks from the Town of Andes for the school nurse. We will be ordering additional PPE materials for the school nurse.</p> <p>The school nurse will be responsible for making sure a <b>15-day</b> supply of face coverings and PPE are on-hand at all times.</p>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 11), 33-34 HS, 14</p>





STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan has written a protocol for actions to be taken if there is a confirmed case of COVID19 in the school.</p> <p>It is unlikely that the school district would receive positive confirmation of a COVID19 case within a day of a staff member or student being either sent home or staying home due to COVID19 like symptoms. It is therefore our plan to maintain the highest levels of precaution and disinfect every classroom and work space on a daily basis using an electrostatic disinfectant sprayer in coordination with regular cleaning.</p> <p>We will coordinate with the Delaware County Department of Health in any contact tracing and follow their recommendations regarding school closure or additional disinfection protocols.</p>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 1), 40-41 HS, 15</p>
<p>The district reopening plan has a written protocol that complies with DOH and CDC guidance for the return to school of students and staff following a positive screen for COVID19 symptoms, illness or diagnosis of confirmed case of COVID19 or following quarantine due to contact with a confirmed case of COVID19. Return to school will be coordinated with the local health department.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• RETURN TO SCHOOL AFTER COVID POSITIVE PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 2), 40-41 HS, 16</p>
<p>The district reopening plan has a written protocol to clean and disinfect schools following CDC guidance.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• CLEANING AND DISINFECTING PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 3), 42-44 HS, 17</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan has a written protocol to conduct required school safety drills with modifications ensuring social distancing between persons</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• MODIFICATIONS TO SAFETY DRILLS</li> </ul>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 4), 45-47 HS, 18</p>
<p>The district reopening plan has a written plan for district/school run before and aftercare programs (or, for charter schools, as required by the school's charter)</p> <p>The school district does not run a before school program.</p> <p>The school's after school program, CROP, <b>may be suspended through at least January 2021 due to concerns with mixing of cohorts.</b></p>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 5) HS, 19</p>
<p>The district reopening plan designates a COVID19 safety coordinator (administrator) whose responsibilities include continuous compliance with all aspects of the school's reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or "new normal" levels.</p> <p>The Superintendent of the Andes Central School will serve as the COVID19 safety coordinator.</p>	<p>NYSED ASSURANCE</p>	<p>19 (Checkbox 6) HS, 20</p>

# FACILITIES

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan which includes changes or additions to facilities must comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to OFP.</p> <ul style="list-style-type: none"> <li>No changes to facilities planned at this time.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 1</p>
<p>The district reopening plan must ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.</p> <ul style="list-style-type: none"> <li>They will be conducted as scheduled.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 2</p>
<p>The district reopening plan must provide provisions to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.</p> <ul style="list-style-type: none"> <li>They will be conducted as scheduled by BOCES.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 3</p>
<p>The district reopening plan must ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any locations are in accordance with FCNYS 2020 Section 5705.5.</p> <ul style="list-style-type: none"> <li>All dispensers will meet NY State Code requirements.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 4</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan which includes the installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will ensure the submission of detailed floor plans to OFP for review.</p> <ul style="list-style-type: none"> <li>• No dividers are planned at this time.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 5</p>
<p>The district reopening plan must ensure that all new building construction and temporary quarter project will be submitted to OFP for a full code review.</p> <ul style="list-style-type: none"> <li>• No new building projects planned at this time in response to COVID19.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 6</p>
<p>The district reopening plan which include new facilities for leasing must provide a plan to consult with OFP for a preliminary evaluation</p> <ul style="list-style-type: none"> <li>• No facilities will be leased in response to COVID19.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 7</p>
<p>The district reopening plan which includes the temporary or permanent use of Tents must provide plans adhering to the BCNYS.</p> <ul style="list-style-type: none"> <li>• No tents will be used in response to COVID19.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 8</p>
<p>The district reopening plan must ensure that the existing or altered number of toilet and sink fixtures meet the minimum standards of the BCNYS.</p> <ul style="list-style-type: none"> <li>• Toilets and sinks were updated as part of an already approved capital project. No additional alterations are planned.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 9</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must ensure that each building provides one drinking fountain per one hundred occupants or provide a written plan for a reasonable alternate source of drinking water.</p> <ul style="list-style-type: none"> <li>There are currently six drinking fountains for 75 occupants.</li> <li>There are currently two water coolers for 75 occupants.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 10</p>
<p>The district reopening plan must provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designed.</p> <ul style="list-style-type: none"> <li>Ventilation systems are being updated as part of a previously approved capital project.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 11</p>
<p>The district reopening plan must ensure that all project submissions only dedicated to “COVID19 Reopening” will be labeled as such.</p> <ul style="list-style-type: none"> <li>No projects planned at this time; however, if one is planned, it will be labeled as such.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 12</p>
<p>Each school and/or district reopening plan which includes the use of plastic separators must comply with the 2020 BCNYS Section 2606.</p> <ul style="list-style-type: none"> <li>No plastic separators are planned at this time.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>FAC, 13</p>

# CHILD NUTRITION

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must provide all students enrolled in the SFA with access to school meals each school day. This must include students in attendance at school <b>and if the school has learning for students remotely.</b></p> <p><b>IN-PERSON</b> Students will be provided both breakfast and lunch.</p> <p><b>REMOTE LEARNING</b> <b>If the entire school is learning remotely, food distribution will occur at a set time once per week. Families will be able to pick up a week's worth of food at a time.</b></p>	<p>NYSED ASSURANCE</p>	<p>54 (Checkbox 1) CN, 1</p>
<p>The district reopening plan must address all applicable health and safety guidelines.</p> <ul style="list-style-type: none"> <li>All state and federal health and safety guidelines for food will be adhered to whether students are in-person or remote.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>54 (Checkbox 2) CN, 2</p>
<p>The district reopening plan includes measures to protect students with food allergies if providing meals in spaces outside the cafeteria.</p> <p><b>Cafeteria:</b> The table for students with food allergies will be clearly marked.</p>	<p>NYSED ASSURANCE</p>	<p>55 (Checkbox 3) CN, 3</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must include protocols and procedures for how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.</p> <p><b>Grades PK-6:</b> Classroom teachers or aides will implement hand hygiene activities before and after meals. Students will be reminded before and during lunch that sharing of food and beverages is prohibited.</p> <p><b>Grades 7-12:</b> Signage will be posted at the point of sale for students to wash their hands before and after meals. Signage will be posted discouraging the sharing of food and beverages.</p>	<p>NYSED ASSURANCE</p>	<p>55 (Checkbox 4) CN, 4</p>
<p>The district reopening plan must include protocols and procedures that require cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.</p> <p><b>Tables</b> The cafeteria staff will clean all tables and desks in between lunch periods with a detergent and cloth. The tables and desks will be disinfected with the electrostatic sprayer at the end of each day.</p> <p><b>Keypad</b> The keypad for registering counts of meals will not be in operation. The registering of counts will be registered by the cash register attendee.</p>	<p>NYSED ASSURANCE</p>	<p>55 (Checkbox 5) CN, 5</p>
<p>The district reopening plan must ensure compliance with Child Nutrition Program requirements.</p> <ul style="list-style-type: none"> <li>The district will continue its compliance with all Child Nutrition Program requirements.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>55 (Checkbox 6) CN, 6</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must include protocols that describe communication with families through multiple means in the languages spoken by families.</p> <ul style="list-style-type: none"> <li>● We will use our existing website <a href="http://www.andescentralschool.org">http://www.andescentralschool.org</a> to serve as the primary location for all communication that is not done through social media.</li> <li>● The district's official Facebook page: <a href="https://www.facebook.com/Andes-Central-School-231707435415">https://www.facebook.com/Andes-Central-School-231707435415</a> will be used to push notifications to individuals following the page.</li> <li>● The district will use its robocall system to push notifications to parents/guardians through their cell phones, home phones, as well as their private email addresses. Those without emails or social media accounts will be directed to the school district's official website <a href="http://www.andescentralschool.org">http://www.andescentralschool.org</a>.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>55 (Checkbox 7) CN, 7</p>
<p>The district reopening plan must require that students must social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.</p> <ul style="list-style-type: none"> <li>● <b>Classrooms:</b> Students eating breakfast in classrooms will be socially distanced by teachers and/or classroom aides.</li> <li>● <b>Cafeteria:</b> The number of seats will be decreased and students will only be able to sit at marked seats which will be socially distanced. The maximum number of grade levels being served meals will be reduced to 3.</li> <li>● <b>Gym:</b> Students may eat their meals in the gym at desks that are socially distanced. The maximum number of students having lunch at one time will be reduced to 20.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>55 CN, 8</p>



# TRANSPORTATION

STRATEGY	GUIDANCE	PAGE(S)
Parents/guardians are encouraged to self-transport students.	DOHIG	3, “Transportation”
<p>The district reopening plan must ensure all buses which are used every day by districts and will be cleaned/disinfected once a day and ensures high contact spots must be wiped down after each a.m. and p.m. run depending upon the disinfection/cleaning schedule.</p> <ul style="list-style-type: none"> <li>• Bus drivers will clean high-touch surfaces on the bus after each run with wipes; and/or cloths and detergents provided by the district.</li> <li>• The Transportation Supervisor/bus mechanic will disinfect each bus after the AM and PM runs using the <b>electrostatic disinfectant sprayer</b>.</li> </ul>	DOHIG NYSED ASSURANCE	3, “Disinfection” 60 (Checkbox 2) TPORT, 1, 2
<p>The district reopening plan ensures school buses shall not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district. Additionally, the plan ensures that school bus drivers, monitors and attendants must not carry personal bottles of hand sanitizer with them on school buses.</p> <ul style="list-style-type: none"> <li>• <b>Hand sanitizers are prohibited on all school buses and vans owned by the Andes Central School District.</b></li> </ul>	NYSED ASSURANCE	60 (Checkbox 3) TPORT, 3, 4
The district reopening plan requires that school bus drivers, monitors, attendants and mechanics must wear a face covering along with optional face shield.	NYSED ASSURANCE	61 (Checkbox 2) TPORT, 5
The district reopening plan requires that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID19. Additionally, transportation staff	NYSED ASSURANCE	61 (Checkbox 3) TPORT, 6, 7

(drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.		
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STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan requires that transportation departments will need to provide Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.</p> <ul style="list-style-type: none"> <li>As with all other employees, Andes Central School will provide masks and gloves as requested.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>61 (Checkbox 4) TPORT, 8</p>
<p>The district reopening plan ensures hand sanitizer will be provided for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.</p> <ul style="list-style-type: none"> <li>The Bus Garage will have hand sanitizer available for all employees.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>TPORT, 9</p>
<p>The district reopening plan requires that drivers, monitors and attendants who must have direct physical contact with a child must wear gloves.</p> <ul style="list-style-type: none"> <li>Any transportation employee who must have direct physical contact with a child will wear gloves.</li> </ul>	<p>NYSED ASSURANCE</p>	<p>61 (Checkbox 5) TPORT, 10</p>
<p>The district reopening plan requires that school bus drivers, monitors, attendants and mechanics shall perform a self-health assessment for symptoms of COVID 19 before arriving to work.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENTS</b></p> <ul style="list-style-type: none"> <li>SCREENING PROTOCOL - STAFF</li> <li>COVID19 HEALTH SCREENING QUESTIONNAIRE – STAFF</li> </ul>	<p>NYSED ASSURANCE</p>	<p>61 (Checkbox 1) TPORT, 11</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan requires that students must wear a mask on a school bus if they are physically able.</p> <p>Before boarding the school bus, students must have a face covering on which covers their mouth and nose. The face covering must remain on during the entire bus ride.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• FACE COVERING PROTOCOL</li> </ul>	<p>NYSED ASSURANCE</p>	<p>60 (Checkbox 1), 62 (Checkbox 2) TPORT, 12</p>
<p>The district reopening plan ensures that students who do not have a mask will NOT be denied transportation and that students who do not have masks must be provided one by the district.</p> <p>If a student does not have a face covering, the bus aide or driver will provide a non-surgical face mask to the student.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• FACE COVERING PROTOCOL</li> </ul>	<p>NYSED DOHIG ASSURANCE</p>	<p>62 (Checkboxes 4,5) 14, “Personal Protective Equipment” TPORT, 13, 14</p>
<p>The district reopening plan ensures that students with a disability which would prevent them from wearing a mask <b>will not be required to do so or denied transportation.</b></p>	<p>NYSED ASSURANCE</p>	<p>62 (Checkbox 6) TPORT, 15</p>
<p>The district reopening plan requires students will be trained and provided periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID19.</p>	<p>ASSURANCE</p>	<p>TPORT, 16</p>
<p>The district reopening plan requires that students will be trained and provided periodic reminders on the proper use of social distancing.</p> <p>At bus stops, students not in the same household are required to wear face coverings and be socially distanced. To the extent practicable, students will be seated in a socially distanced way on the bus. Students in the same household will sit together.</p> <p><b>SEE APPENDIX A FOR THE FOLLOWING DOCUMENT</b></p> <ul style="list-style-type: none"> <li>• SOCIAL DISTANCING PROTOCOLS/DECISIONS</li> </ul>	<p>ASSURANCE</p>	<p>TPORT, 17</p>

STRATEGY	GUIDANCE	PAGE(S)
The district reopening plan requires that if the school district is in session remotely or otherwise, pupil transportation must be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Program have placed them out of district whose schools are meeting in conducting in-person session education when/if the district is not.	NYSED ASSURANCE	63 (Checkbox 1) TPORT, 18
All windows on the school bus will be cracked to increase ventilation. The bus driver will monitor the warmth of the bus and adjust as necessary to provide a comfortable climate.	DOHIG	3, “Ventilation”
All other expectations for students riding a bus in accordance with our <i>Code of Conduct</i> remain in effect.	LOCAL	Policy #5300: pg 48.

# SOCIAL EMOTIONAL WELL BEING

STRATEGY	GUIDANCE	PAGE(S)
<p>The district ensures that district-wide comprehensive developmental school counseling program plans, developed under the direction of certified school counselor(s), are reviewed and updated to meet current needs.</p> <p><b>NOTES</b> The comprehensive school counseling program will be reviewed with the Board of Education at its <b>08/20/2020 meeting</b>. The plan has been updated to address current needs.</p>	<p>NYSED ASSURANCE</p>	<p>65 (Checkbox 1) SEWB, 1</p>
<p>The district establishes an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, or school's board, school building and/or district charter leaders, community-based service providers, teachers, certified school counselors, and other pupil personnel service providers including school social workers and/or school psychologists, to inform the comprehensive developmental school counseling program plan.</p> <p><b>NOTES</b> The advisory council was established during the 2019-2020 school year, and met during the week of to review the program.</p>	<p>NYSED ASSURANCE</p>	<p>66 (Checkbox 1) SEWB, 2</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan addresses how the school/district will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.</p> <p><b>Students</b> Andes Central School is fortunate to have a well-staffed counseling program along with support from the Westchester Medical Center School-Based Mental Health Program and the Department of Social Service. We are able to provide individual and group counseling, mental health evaluations, and direct support to families including referrals to outside services and programs for their children.</p> <p><b>Staff</b> The Andes Central School District provides all employees free access to the Employee Assistance Program (EAP). This is a confidential service. The contact numbers are 1-800-252-4555 or 1-800-225-2527.</p> <p>An employee assistance program (EAP) is a work-based intervention program designed to identify and assist employees in resolving personal problems (e.g., marital, financial or emotional problems; family issues; substance/alcohol abuse) that may be adversely affecting the employee's performance. The plan also includes a wide array of other services, such as nurse advice telephone access, basic legal assistance and referrals, adoption assistance, or assistance finding elder care services.</p> <p>We encourage you to take advantage of this benefit, and again, it is 100% confidential.</p>	<p>NYSED ASSURANCE</p>	<p>66 (Checkbox 2) SEWB, 3</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan addresses professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID19 public health emergency, as well as provide support for developing coping and resilience skills for students, faculty, and staff.</p> <p><b>NOTES</b></p> <p>Since the 2017-2018 school year, the Social-Emotional Well Being of both students and staff has been part of the district-wide goals. Professional development has been provided to staff on a yearly basis including: Poverty Simulation, the five pillars of social-emotional learning, and yoga to name a few.</p> <p>Our goal is to continue to provide staff with the knowledge and skills to be able to engage with students in a manner that supports their social- and emotional-well being. We will use our Superintendent Conference Days to provide ongoing professional development for SEL.</p>	<p>NYSED ASSURANCE</p>	<p>66 (Checkbox 3) SEWB, 4</p>



# SCHOOL SCHEDULE

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan describes the school schedule planned for implementation at the beginning of the 2020-21 school year and to the extent practicable any contingent scheduling models it may consider if the situation warrants.</p> <p><b>ARRIVAL</b> The school building will open at 7:30 for students.</p> <p><b>THOSE WALKING OR BEING DROPPED OFF FROM 7:30 – 8:00</b></p> <p><b>Grades PK-12:</b> Will enter through the Main Entrance.</p> <p>Parents will drop their child(ren) off at the main entrance where the child(ren) will have their temperature taken; parents will not be allowed to enter the building.</p> <p><b>BREAKFAST</b></p> <p><b>At 7:45 students in the cafeteria,</b> gym, and on buses who will be eating breakfast will be released from said locations. All other students will remain in said locations.</p> <p><b>Grades PK-12: Will enter through the main entrance, grab breakfast in the cafeteria, and go to their classroom to eat.</b></p>	<p>NYSED ASSURANCE</p>	<p>75 SCHS, 1</p>

**8:00 – 8:05**

The first bell will ring at 8:00 and all students will go to their 1<sup>st</sup> period class. Morning announcements occur between **8:05 and 8:10 a.m.**

**REMAINING STUDENTS ON BUSES**

**Grades PK-12:** Will enter through the side-entrance.

**SCHEDULE**

**Grades PK-6:** Will follow a schedule as directed by their teachers and classroom aides. Breaks from masks will occur throughout the day, and instructional “recess” breaks will occur at the discretion of the teacher as needed throughout the day.

**Grades 7-12:** Will stay in their first period class after the SECOND bell has rung at 8:05 a.m. They will then have three minutes to get to their next class. This will be done at the direction of their teachers, and is being done to allow for greater social distancing in the hallways.

**LUNCH**

**Grades PK-6:** Will eat lunch in the cafeteria. No more than two grade levels will be in the cafeteria at one time.

**Grades 7-12:** Will eat their lunch in the cafeteria. No more than three grade levels will be in the cafeteria at one time.

**OVERTOWN:** Students who are eligible to go overtown shall do so and upon arrival back to the school, will have their temperatures taken. They will follow all COVID protocols while out of the building.

## **DISMISSAL**

### **STUDENTS RIDING BUSES:**

Buses will be in the back loop at 2:55.

Buses will depart at 3:05 - 3:10

**Grades PK-2:** Will load at 2:55 p.m.

**Grades 3-6:** Will load at 3:00 p.m.

**Grades 7-12:** Will load at 3:05 p.m.

### **PARENT PICK UP: 2:50 PM – 3:10 PM**

**Parents will be required to wait outside; not in the lobby.**

**Grades PK-6:** From the main entrance.

**Grades 7-12:** From the main entrance.

### **WALKERS:**

Will be dismissed when the bell rings at 3:02.

At this point in time, any contingency plans regarding a hybrid model would be focused on bringing fewer students into the building and keeping the schedule above intact to the greatest extent possible.

# ATTENDANCE & CHRONIC ABSENTEEISM

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must describe a mechanism to collect and report daily teacher student engagement or attendance while in a remote or hybrid schedule.</p> <p>Attendance will be taken in our student management system.</p> <p><b>IN-PERSON LEARNING</b> The District's Attendance Policy will be followed for all students who are attending in-person learning.</p> <p><b>REMOTE LEARNING</b></p> <p><b>GRADES PK-6</b> It is the responsibility of the classroom teacher to make contact with each of their students on a daily basis including those who are remotely learning. This is regardless of schedule.</p> <p><b>GRADES 7-12</b> A student's first period teacher will be responsible for making <b>initial</b> contact with each student on a daily basis to record their attendance. <b>In addition, each classroom teacher needs to acknowledge their students' attendance each day period-by-period.</b> This is regardless of schedule.</p> <p><b>Remote-learning students will be marked absent</b> if (1) they are not viewable by the teacher (camera and audio on); or (2) unable to be reached via phone or text or by someone in the school reaching out. (3) if their parent/guardian has indicated that they are not available for instruction that day through the school nurse.</p>	<p>NYSED ASSURANCE</p>	<p>81 (Bullet 1) ATT, 1</p>

STRATEGY	GUIDANCE	PAGE(S)
<p><b>ABSENCES DUE TO COVID19 OR COVID19 SYMPTOMS</b></p> <p>Although required to count all absences by State regulation, all absences due to COVID19 or COVID19 symptoms will be considered “Excused” for the duration of the student’s inability to engage in learning due to COVID19 or COVID19 symptoms.</p> <p>A student who is under quarantine or awaiting test results, may have their attendance counted as “present” if they continue to engage in learning.</p> <p>Teachers and guidance staff will work with each student and family to ensure that students who are kept home due to COVID19 are able to continue their learning to the extent practicable.</p> <p>The District will suspend all Attendance Policy components that impact credit for students in grades 8-12 for the 2020-2021 school year. Credit determinations will be based on grades only.</p>	<p>NYSED LOCAL</p>	<p>83</p>
<p><b>CHRONIC ABSENTEEISM</b></p> <p>Students missing more than 10% of scheduled school days will be considered “chronically absent” per SED regulation. The district will work with families to improve attendance and attempt to record lost instructional time. Outside agencies will be engaged to the extent required to make sure that all students of compulsory age are in regular attendance.</p>	<p>NYSED LOCAL</p>	<p>83</p>

# TECHNOLOGY & CONNECTIVITY

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must include information on how the school/district will have knowledge of the level of access to devices and high-speed internet all students and teachers have in their places of residence.</p> <p><a href="#">The district conducted a survey sent home to each family as to their level of access to high-speed internet.</a></p> <p>The district will be providing devices to all students and staff as needed and as appropriate.</p>	<p>NYSED ASSURANCE</p>	<p>86 (Checkbox 1) TECH, 1</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must include information on how the school or district, to the extent practicable, will address the need to provide devices and internet access to students and teachers who currently do not have sufficient access.</p> <p>The district will provide devices to all students and staff as needed and as appropriate.</p> <p><b>INTERNET ACCESS</b></p> <p><b>TEACHERS</b> In the event that the district is using a hybrid or remote model, the school building will be opened to allow teachers access to their classrooms.</p> <p><b>STUDENTS</b> In the event that the district is using a hybrid or remote model, the school building will be opened to allow students access to the <b>gym to work on assignments</b> using the school's Wifi. The district will develop a schedule with input from families as to the times that work best for them.</p>	<p>NYSED ASSURANCE</p>	<p>86 (Checkbox 2) TECH, 2</p>
<p>The district reopening plan must include information on how the school or district will provide multiple ways for students to participate in learning and demonstrate mastery of Learning Standards in remote or blended models, especially if all students do not yet have sufficient access to devices and/or high-speed internet.</p> <p>The district will work directly with families who do not have access to high-speed internet should we go to a hybrid or remote model.</p> <ul style="list-style-type: none"> <li>• The district will <b>open the gym to allow access</b> to the school's Wifi.</li> <li>• <b>If transportation is a barrier, the district will arrange for pickup and drop off using school transportation.</b></li> </ul>	<p>NYSED ASSURANCE</p>	<p>86 (Checkbox 3) TECH, 3</p>

# TEACHING & LEARNING

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan includes a <b>continuity of learning</b> plan for the 2020-2021 school year. Such plan must prepare for in-person, remote, and hybrid models of instruction.</p> <p>The <b>Andes Continuity of Learning Plan</b> for the 2020-2021 school year will be developed with input from teachers, parents and the Board. It will include provisions for in-person, remote and hybrid models of instruction. The plan will be distributed no later than <b>08/21/2020</b>.</p>	<p>NYSED ASSURANCE</p>	<p>89 (Checkbox 1) TEACH, 1</p>
<p>The district reopening plan includes an educational program that is aligned to the New York State Learning Standards (or, for charter schools, the standards set forth in the school's charter) regardless if instruction is delivered in-person, remotely or in a hybrid model.</p> <p>All instruction, regardless of model, will be aligned to the NY State Learning Standards.</p>	<p>NYSED ASSURANCE</p>	<p>89 (Checkbox 2) TEACH, 2</p>
<p>The district reopening plan provides for a program that includes regular <b>substantive interaction between teachers and students</b> whether delivered in-person, remotely or through a hybrid model of instruction.</p> <p>Regardless of model, teachers will prepare lessons that are designed to engage students in meaningful ways. If a hybrid or remote model is implemented, teachers will be <b>teaching from their</b> classrooms in order to facilitate both synchronous and asynchronous instruction. <b>For those students without high-speed internet access at home, the district will make our WiFi and transportation available to students to the extent allowed by law or regulation.</b></p>	<p>NYSED ASSURANCE</p>	<p>90 (Checkbox 1) TEACH, 3</p>





STRATEGY	GUIDANCE	PAGE(S)
<p>Equity must be at the heart of all school instructional decisions. All instruction should be developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear opportunities for instruction that are accessible to all students. Such opportunities must be aligned with State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.</p> <p>Regardless of model, teachers will prepare lessons that are designed to engage students in meaningful ways. If a hybrid or remote model is implemented, teachers will be provided access to their classrooms in order to facilitate both synchronous and asynchronous instruction. For those students without high-speed internet access at home, the district will make our WiFi and transportation available to students to the extent allowed by law or regulation.</p> <p>The district will work with teachers to create opportunities for all students to be able to interact and receive feedback directly from their teacher. This will include interactions via phone, internet, or in other ways that are allowed which maintain social distancing and face covering protocols.</p>	<p>NYSED ASSURANCE</p>	<p>89 (Checkbox 3) TEACH, 4</p>
<p>Schools must create a clear communication plan for how students and their families/caregivers can contact the school and teachers with questions about their instruction and/or technology. This information needs to be accessible to all, available in multiple languages based on district or charter school need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone).</p> <p>Our students/parents will also be able to email their child's teacher. If a parent wishes to contact a teacher by phone, the parent should call the school and a message will be given to the teacher to return the call. The district's technology team will be available for students and families to provide support which cannot be answered by the student's teacher, <b>and a number will be created specifically for this support.</b> All teachers can be reached by email, and our computer specialist can be reached at: <a href="mailto:jburke@andescentralschool.org">jburke@andescentralschool.org</a>.</p>	<p>NYSED ASSURANCE</p>	<p>90 (Checkbox 2) TEACH, 5</p>

STRATEGY	GUIDANCE	PAGE(S)
<p>Districts that contract with eligible agencies, including CBOs, to provide Prekindergarten programs must attest that they have measures in place to ensure eligible agencies with whom they contract will follow health and safety guidelines outlined in NYSED guidance and required by the New York State Department of Health. The district must also ensure their eligible agencies have a <b>Continuity of Learning plan</b> that addresses in-person, remote, and hybrid models of instruction.</p> <p>This assurance is not applicable to the Andes Central School as we provide our own PreK program. However, for 2020-21 we are not offering PreK.</p>	NYSED ASSURANCE	91 (Checkbox 3) TEACH, 6

### **AHSEP PROGRAM (updated 09/30/2020)**

The district reopening plan, whether services are provided in-person, remote, and/or through a hybrid model, addresses the students participating in the AHSEP Program through ONC BOCES. The AHSEP Program is scheduled daily from 3:00 p.m. to 6:00 p.m. It is provided on an as needed basis. Students enrolling in the program will follow the same guidelines as set forth by the home district reopening plan. If the home school district is remote, instruction will take place through Zoom. If the district is in-person, instruction will take place in the distance learning classroom following protocols listed in this reopening document. The TASC program will not provide hybrid instruction. If the school is following a hybrid, the TASC students will be remote until the district is fully in-person. Technology will be provided by the home school district.

# SPECIAL EDUCATION

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan, whether services are provided in-person, remote, and/or through a hybrid model, addresses the provision of free appropriate public education (FAPE) consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.</p> <p>The district will protect the health and safety of students with disabilities and those providing special education and services through the use of the health and safety protocols outlined in this document. Students at Andes Central School will continue to receive a FAPE and services. These will be provided regardless of in-person, remote, and or hybrid learning modalities. In- person services will be considered top priority for students with disabilities. This includes, but is not limited to all of the documents contained in Appendix A.</p>	NYSED ASSURANCE	113 (Checkbox 1) SPED, 1
<p>Documentation of programs and services offered and provided to students with disabilities as well as communication with parents will be managed by the CSE Chair, Special Education Teachers &amp; Student Case Managers, General Education Teachers, and all other Related Service Providers through the following methods:</p> <ul style="list-style-type: none"> <li>○ Student Management System (SchoolTool &amp; IEP Direct)</li> <li>○ Student Paper File (Copies of correspondence, letters, progress notes, communication logs, etc)</li> </ul>	NYSED ASSURANCE	113 (Checkbox 5) SPED, 2
<p>The district reopening plan addresses meaningful parent engagement in the parent's preferred language or mode of communication regarding the provision of services to his/her child to meet the requirements of the IDEA. Parent engagement will occur through the following modalities:</p>	NYSED ASSURANCE	113 (Checkbox 2) SPED, 3

<ul style="list-style-type: none"> <li>○ In-person meeting (if applicable)</li> <li>○ Phone and electronic communication with the CSE Chairperson.</li> <li>○ Phone and electronic communication with the Special Education Teachers.</li> <li>○ Phone and electronic communication with Special Education Related Service providers.</li> <li>○ Regular informational mailings.</li> <li>○ Access to the school website.</li> </ul>		
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STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan addresses collaboration between the committees on preschool special education (CPSE) and committees on special education (CSE) and program providers representing the variety of settings where students are served to ensure there is an understanding of the provision of services consistent with the recommendations on/individualized education programs/(IEPs), plans for monitoring and communicating student progress, and commitment to sharing resources.</p> <p>The district's CSE and CPSE are run by the same person in our small, rural school district. The CSE Chairperson participates in regional meetings for Special Education to keep informed of program options that are available. The CPSE and CSE members will have contact / meet regularly (in person or remotely) as needed to discuss and address the following:</p> <ul style="list-style-type: none"> <li>○ Student Progress/Goals/Achievement/Needs</li> <li>○ Teacher's Student Progress Monitoring/Concerns</li> <li>○ Parent Concerns/Needs</li> <li>○ Are accommodations, modifications, related services occurring?</li> <li>○ Does the student need additional support?</li> </ul>	<p><b>NYSED ASSURANCE</b></p>	<p>113 (Checkbox 3) SPED, 4</p>
<p>The district reopening plan must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students.</p> <p>Accommodations, Modifications, Supplementary Aids and Services will be provided to students with disabilities regardless of in person, remote, or through hybrid models. Examples include:</p> <ul style="list-style-type: none"> <li>○ Instruction from Special Education Teachers with General Education Teachers through Zoom. (Remote)</li> <li>○ Support Staff meeting individually with students through Zoom and participating in regular scheduled class. (Remote)</li> <li>○ Extra support sessions scheduled as needed. (In-person, Remote, or Hybrid)</li> <li>○ Related Services provided by Teletherapy (Remote Learning)</li> <li>○ Collaboration between Special Education and Classroom Teachers for modifications and accommodations. (In-Person, Remote, or Hybrid)</li> </ul>	<p><b>NYSED ASSURANCE</b></p>	<p>113 (Checkbox 4) SPED, 5</p>

<p><b>IN-PERSON LEARNING</b> Students with disabilities who receive in-person learning will be provided all necessary accommodations, modifications, services, and technology in accordance with their IEP.</p> <p><b>REMOTE LEARNING</b> Students with disabilities whose parent/guardian has chosen remote learning for their child will, to the extent practicable, have all accommodations, modifications, services, and technology in accordance with their IEP. The CSE Chairperson will determine if a meeting is needed in order to modify the IEP if certain aspects of the IEP cannot be implemented remotely.</p> <p><b>STUDENTS AT HOME DUE TO COVID19 SYMPTOMS OR COVID19</b> To the extent practicable, teachers and service providers will provide all necessary accommodations for students who are learning remotely due to COVID19 symptoms or a positive COVID19 diagnosis. Employees and service providers will not be required to meet in person with these students. Alternative methods for instruction and services will be explored.</p>		
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# BILINGUAL EDUCATION & WORLD LANGUAGES

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan which reopens using in-person or hybrid instruction must complete the ELL identification process within 30 school days of the start of the school year for all students who enrolled during COVID19 school closures in 2019-20, as well as all students who enroll during summer of 2020 and during the first 20 school days of the 2020-21 school year. After this 20 day flexibility period, identification of ELLs must resume for all students within required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.</p> <p>Andes Central School District assures that all of these provisions will be met for our ELL students.</p>	<p>NYSED ASSURANCE</p>	<p>122 (Checkbox 1) BEWL, 1</p>
<p>The district reopening plan must provide required instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.</p> <p>The district will continue to purchase ELL services from BOCES and instructional units of study will be met regardless of the model of instruction.</p>	<p>NYSED ASSURANCE</p>	<p>123 (Checkbox 1) BEWL, 2</p>



STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must ensure the maintenance of regular communication with parents/guardians of ELLs to ensure that they are engaged in their children’s education during the reopening process, and provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.</p> <p>Our ELL and classroom teachers will engage with parents of ELL students as we prepared for the reopening of school. The district will make every effort to communicate with the parent/guardian in their preferred language and mode of communication.</p>	<p>NYSED ASSURANCE</p>	<p>123 (Checkbox 3) BEWL, 3</p>

# TEACHER & PRINCIPAL EVALUATION

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must ensure that all teachers and principals are evaluated pursuant to the LEA's currently approved APPR plan (or, for charter schools, the school's charter), including any variance applications approved by the Department.</p> <p>The district will conduct all evaluations in accordance with our approved APPR plan. No variances will be sought at this time.</p>	NYSED ASSURANCE	131 (Checkbox 1) APPR, 1

# CERTIFICATION AND INCIDENTAL TEACHING

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan must ensure that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.</p> <p>The district will seek to fill all positions and teaching assignments to the extent practicable with individuals certificated in that area.</p> <p>The district will take advantage where necessary the provisions in regulation that allow for teachers to teach up to 10 hours a week outside of their certification area as an incidental assignment should the need arise.</p>	<p>NYSED ASSURANCE</p>	<p>133 (Checkbox 1) CERT, 1</p>

# References/Guidance

ABBREVIATION USED	REFERENCE			
AOTA	ACCURACY OF TACTILE ASSESSMENT OF FEVER IN CHILDREN BY CAREGIVERS: A SYSTEMATIC REVIEW AND META-ANALYSIS			
ASSURANCE	THE STATE EDUCATION DEPARTMENT REQUIRES THE DISTRICT TO ASSURE SPECIFIC ACTIONS, PLANS AND PROTOCOLS. THEY WILL BE REFERENCED BY THE CATEGORY (ABBREVIATED BELOW) AND THEIR SEQUENTIAL ORDER IN THE LIST			
	CATEGORY	ABBREVIATION	CATEGORY	ABBREVIATION
	Communication/ Family & Community Engagement	CFCE	Attendance	ATT
	Health & Safety	HS	Technology	TECH
	Facilities	FAC	Teaching	TEACH
	Child Nutrition	CN	Special Education	SPED
	Transportation	TPORT	Bilingual	ELL
	Social Emotional Well-Being	SEWB	Evaluation	APPR
	Schedules	SCHS	Certification	CERT

DOHIG	NY STATE DEPARTMENT OF HEALTH INTERIM GUIDANCE FOR IN-PERSON INSTRUCTION AT PRE-K TO GRADE 12 SCHOOLS DURING THE COVID19 PUBLIC HEALTH EMERGENCY
<b>ABBREVIATION USED</b>	<b>REFERENCE</b>
LOCAL	LOCAL DECISION
ACSC	ANDES CENTRAL SOCIAL CONTRACT
NYSED	NY STATE EDUCATION DEPARTMENT – REOPENING GUIDANCE
NYSEDFQA-1	NY STATE EDUCATION DEPARTMENT – FREQUENTLY ASKED QUESTIONS 7-17-2020

# **APPENDIX A**

## **HEALTH & SAFETY DOCUMENTS**

# COVID19 SIGNS OF ILLNESS PROTOCOL

## KNOW THE SIGNS OF COVID19 ILLNESS

- FLUSHED CHEEKS
- RAPID OR DIFFICULTY BREATHING  
(WITHOUT RECENT PHYSICAL ACTIVITY)
- FATIGUE, AND/OR IRRITABILITY
- FREQUENT USE OF THE BATHROOM

## WHAT DO YOU DO IF YOU SEE THESE SIGNS IN YOUR COLLEAGUES OR STUDENTS?

1. DO NOT LEAVE THEM ALONE
2. CALL THE NURSE OR MAIN OFFICE
3. FOLLOW THE DIRECTIONS GIVEN

# Screening Protocol- Visitors

STRATEGY	GUIDANCE	PAGE
Access to the interior of the school building will be limited to students, staff, service providers, and individuals with previously scheduled appointments.	DOHIG NYSED	5, “Screening” 20
Every visitor will be required to have their temperature checked before proceeding beyond the front vestibule.	DOHIG	18, “Health Screening & Temperature Checks”
If their temperature exceeds 100.0°F, they <b>must immediately leave</b> the school campus and may not return to campus until they have been cleared to do so by a medical professional.	DOHIG	19, “Positive Screen Protocols”
<p>Every visitor whose temperature is less than 100.0°F, must then attest to the following four questions:</p> <ul style="list-style-type: none"> <li>Have you <ul style="list-style-type: none"> <li>experienced any symptoms of COVID19, including a temperature of greater than 100.0°F, in the past 14 days;</li> <li>traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory in the past 14 days;</li> <li>knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19; and/or</li> <li>tested positive through a diagnostic test for COVID19 in the past 14 days?</li> </ul> </li> </ul>	DOHIG	19
If a visitor states “yes” to any question, they must <b>immediately leave</b> the school campus and may not return to campus until they have been cleared to do so by a medical professional.	DOHIG	19, “Positive Screen Protocols”
If a visitor states “no” to all four questions and their temperature is less than 100.0°F, they may enter the school.	LOCAL	



# COVID19 HEALTH SCREENING QUESTIONNAIRE - VISITORS

Tuesday, July 21, 2020

<b>NAME (Printed Clearly)</b>	
<b>ADDRESS</b>	
<b>PHONE NUMBER</b>	(      )
<b>PRE-SCHEDULED MEETING WITH</b>	

## ATTESTATION BY VISITOR

In the past two weeks (14 days) have you experienced any symptoms of COVID19 such as a temperature of greater than 100.0°F, cough, shortness of breath or difficulty breathing, extreme tiredness (fatigue), muscle or body aches, headache, loss of taste or smell, sore throat, stuffy or runny nose, nausea or vomiting, and/or diarrhea?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you traveled internationally or from any of the States listed below in the past 14 days? Alabama, Alaska, Arkansas, Arizona, California, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Idaho, Kansas, Kentucky, Louisiana, Maryland, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Mexico, North Carolina, Nevada, North Dakota, Ohio, Oklahoma, South Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin, District of Columbia, Puerto Rico	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you tested positive through a diagnostic test for COVID19 in the past 14 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>SIGNATURE</b>	
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## VERIFICATION BY STAFF REQUIRED

<b>Staff Member (Print/Sign)</b>	
<b>Attestation Questions</b>	<input type="checkbox"/> All “No” <input type="checkbox"/> Any marked “Yes” – <b>MAY NOT ENTER</b>
<b>Temperature Check</b>	<input type="checkbox"/> Less than 100.0°F <input type="checkbox"/> Greater than 100.0°F – <b>MAY NOT ENTER</b>
<b>Time</b>	

# Screening Protocol - Staff

STRATEGY	GUIDANCE	PAGE
Every staff member will <b>self-assess</b> their temperature at home before leaving for work by using the back of their hand. If they feel hot, then a thermometer must be used to assess whether their temperature is over 100.0°F.	DOHIG AOTA	18, “Health Screening and Temperature Checks”
If their temperature is greater than 100.0°F, they may not come to work until they have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	19, “Positive Screen Protocols”
<p>Upon arrival at school, staff must sign in at the front desk and attest to the following four questions:</p> <ul style="list-style-type: none"> <li>Have you <ul style="list-style-type: none"> <li>experienced any symptoms of COVID19, including a temperature of greater than 100.0°F, in the past 14 days;</li> <li>traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory in the past 14 days;</li> <li>knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19; and/or</li> <li>tested positive through a diagnostic test for COVID19 in the past 14 days?</li> </ul> </li> </ul>	DOHIG	19
If a staff member states “yes” to any question, they must <b>immediately leave the school campus</b> and may not return to work until they have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	19, “Positive Screen Protocols”
If a staff member states “no” to all four questions, they may enter the school.	LOCAL	



# COVID19 HEALTH SCREENING QUESTIONNAIRE - **STAFF**

Tuesday, July 21, 2020

NAME (PRINTED CLEARLY)	TIME

## TEMPERATURE SCREENING QUESTION



Did you evaluate your temperature before arriving to work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If you answered “No” you must wait to have your temperature checked before entering the building.

TEMPERATURE TAKEN BY	TEMPERATURE	TIME
	<input type="checkbox"/> Less than 100.0°F <input type="checkbox"/> Greater than 100.0°F – <b>MAY NOT ENTER</b>	

## ATTESTATION

In the past two weeks (14 days) have you experienced any symptoms of COVID19 such as a temperature of greater than 100.0°F, cough, shortness of breath or difficulty breathing, extreme tiredness (fatigue), muscle or body aches, headache, loss of taste or smell, sore throat, stuffy or runny nose, nausea or vomiting, and/or diarrhea?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you traveled internationally or from any of the States listed below in the past 14 days? Alabama, Alaska, Arkansas, Arizona, California, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Idaho, Kansas, Kentucky, Louisiana, Maryland, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Mexico, North Carolina, Nevada, North Dakota, Ohio, Oklahoma, South Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin, District of Columbia, Puerto Rico	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you tested positive through a diagnostic test for COVID19 in the past 14 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No



**If you answered “Yes” to any of the above questions, you must immediately leave the school campus and may not return to work until you have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, released from isolation.**

<b>SIGNATURE</b>	
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# Screening - Students

STRATEGY	GUIDANCE	PAGE
Parents/guardians will check on the health of their child(ren) on a daily basis before they are sent to school.	ACSSC	
<p>Parents/guardians will check the temperature of their child(ren) before they come to school.</p> <ul style="list-style-type: none"> <li>For students in Grades PK-12, parents will assess their temperature at home before leaving for school. If they feel hot, then a thermometer must be used to assess whether their temperature is over 100.0°F</li> <li>In addition, all students entering the school will have their temperatures taken by school personnel.</li> </ul>	DOHIG AOTA	5, “Screening” 18, “Health Screening and Temperature Checks”
<p>By sending their child to school (via school transportation, walking, or being dropped off), it will be assumed that the parent/guardian is attesting in the negative to each of the following questions. Their child(ren) has/have not:</p> <ul style="list-style-type: none"> <li>experienced any symptoms of COVID19, including a temperature of greater than 100.0°F, in the past 14 days;</li> <li>traveled internationally or from a state with widespread community transmission of COVID19 per the New York State Travel Advisory in the past 14 days;</li> <li>knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19; and/or</li> <li>tested positive through a diagnostic test for COVID19 in the past 14 days?</li> </ul>	DOHIG	19
<p>If a parent/guardian responds “yes” to any question,</p> <ul style="list-style-type: none"> <li>no member of the household may come to school;</li> <li>they must notify the school nurse or the main office immediately; and before returning to school, all student(s) in the household must have documentation from a health care provider evaluation,</li> </ul>	DOHIG	19, “Positive Screen Protocols”

negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.		
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# COVID19 HEALTH SCREENING QUESTIONNAIRE - **STUDENTS**

Tuesday, July 21, 2020

NAME (PRINTED CLEARLY)	TIME

## TEMPERATURE SCREENING QUESTION



Did your parents/guardian evaluate your temperature before arriving to school?

☐ Yes

☐ No

If they answered “No” the student must have their temperature checked.

TEMPERATURE TAKEN BY	TEMPERATURE	TIME
	<input type="checkbox"/> Less than 100.0°F <input type="checkbox"/> <b>Greater than 100.0°F – MAY NOT ENTER</b>	

## ATTESTATION

In the past two weeks (14 days) have you experienced any symptoms of COVID19 such as a fever, cough, shortness of breath or difficulty breathing, extreme tiredness (fatigue), muscle or body aches, headache, loss of taste or smell, sore throat, stuffy or runny nose, nausea or vomiting, and/or diarrhea?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you traveled internationally or from any of the States listed below in the past 14 days? Alabama, Alaska, Arkansas, Arizona, California, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Idaho, Kansas, Kentucky, Louisiana, Maryland, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Mexico, North Carolina, Nevada, North Dakota, Ohio, Oklahoma, South Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin, District of Columbia, Puerto Rico	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID19 or who has or had symptoms of COVID19?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you tested positive through a diagnostic test for COVID19 in the past 14 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>QUESTIONED BY</b>	
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**If the student answered “Yes” to any of the above questions, they must immediately be taken to the COVID19 Isolation Room. Once there, please call the school nurse or main office.**

# COVID19 Symptom Confirmation Protocol - Visitors

STRATEGY	GUIDANCE	PAGE
If an individual visiting the school has a temperature greater than 100.0°F or attests in the affirmative to any of the screening questions, they must leave the campus immediately and may not return until cleared by a medical professional.	DOHIG	19, “Positive Screen Protocols”

# COVID19 Symptom Confirmation Protocol – Staff

STRATEGY	GUIDANCE	PAGE
<b>Symptom confirmation prior to coming to work:</b> The staff member may not come to work. They will log their absence into <b>AESOP</b> as “COVID19 Symptoms”.	ACSC	
The school nurse or an administrator will call the employee. The employee will be given information on health care and testing resources.	DOHIG	20, Bullet 2 from top
Before returning to work, the staff member must have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	20, Bullet 5 from top
STRATEGY	GUIDANCE	PAGE
<b>Symptom confirmation during the school day:</b> If a staff member develops symptoms of COVID19 during the school day, they <b>must immediately call for the school nurse.</b>	DOHIG	20, Bullet 4 from top
<b>ISOLATION PROTOCOL:</b> <ul style="list-style-type: none"> <li>The school nurse will assess if the staff member has symptoms consistent with COVID19. <b>The staff member’s temperature must be taken.</b></li> </ul>	DOHIG	20, Bullet 1 from top
The staff member and all members of their household will be required to go home.	DOHIG	20, Bullet 2 from top
Cleaning protocols for the rooms the staff member had been in that day will commence immediately upon confirmation from the school nurse that the symptoms are consistent with COVID19.	LOCAL	
Before returning to work, the staff member must have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	20, Bullet 5 from top

# COVID19 Symptom Confirmation Protocol – Students

STRATEGY	GUIDANCE	PAGE
<b>Symptom confirmation prior to coming to school:</b> <ul style="list-style-type: none"> <li>The parent/guardian will not send their child(ren) to school.</li> <li>The parent/guardian will contact the school nurse or main office immediately.</li> </ul>	ACSC	
Before returning to school, the student(s) must have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	20, Bullet 5 from top
STRATEGY	GUIDANCE	PAGE
<b>Symptom confirmation during the school day:</b> For students in Grades PK-12, any staff member who believes a student is exhibiting COVID19- like symptoms must intervene and begin the isolation protocols.	DOHIG	20, Bullet 4 from top
<b>ISOLATION PROTOCOL:</b> <ul style="list-style-type: none"> <li>The student will be immediately separated from other students and taken to the Isolation Room. This room is the “old” Prek room.</li> <li>The staff member accompanying the student will remain in the Isolation Room with the student and contact the school nurse or main office. The staff member must maintain social distancing and face covering protocols.</li> <li>The school nurse will assess if the student has symptoms consistent with COVID19.</li> </ul>	DOHIG	20, Bullet 1 from top
The student and all members of their household will be required to be picked up by the parent/guardian. The parent/guardian will be given information on health care and testing resources.	DOHIG	20, Bullet 2 from top

STRATEGY	GUIDANCE	PAGE
Before returning to school, the student(s) must have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	20, Bullet 5 from top



# SHELTER IN PLACE PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
<p>Upon the confirmation of a visitor, staff member, or student with COVID19 symptoms, the “SHELTER IN PLACE” protocol will be initiated by the school nurse, school administrator, or their designee. They will announce over the PA system the following message:</p> <p>May I have your attention please. All staff members and students, please SHELTER IN PLACE until further notice. Again, all staff members and students, please SHELTER IN PLACE until further notice.</p>	LOCAL	
<p>During a SHELTER IN PLACE, students and staff should remain in their room. Instruction may continue; however, movement through the building is suspended until the protocol is completed.</p>	LOCAL	
<p>All cleaners on duty will immediately gather materials needed for disinfecting rooms, and the Director of Buildings and Grounds will be summoned.</p>	LOCAL	
<p>The school nurse will interview the student (or the staff member who brought the student for evaluation) to determine which additional students/staff may need to go home due to their direct contact with the confirmed symptomatic individual or by virtue of living in the same household.</p> <p>The nurse will ask the following questions:</p> <ul style="list-style-type: none"> <li>• Is there anyone you had direct person-to-person contact with today while at school?</li> <li>• Were you near anyone without a mask on and less than 6 feet socially distanced for more than 15 minutes while at school today?</li> </ul>	LOCAL	

STRATEGY	GUIDANCE	PAGE(S)
Each individual identified by the school nurse to go home will be brought to the isolation room to be evaluated by the school nurse for COVID19 symptoms including a temperature check.	LOCAL	
The school administrator or their designee will then run the daily schedule of each individual identified to go home.	LOCAL	
Collaboratively the school administrator, school nurse and Head of Buildings and Grounds will determine which classrooms or spaces need to be disinfected based on the student/staff member's daily schedule as well as any information the individual(s) provide(s) about where they had been that day (bathroom, cafeteria, etc.)	LOCAL	
The school nurse will contact parents for students who need to be picked up to go home.	LOCAL	
The school administrator will go to each room and assess using their best judgement how to remove any students/staff and where to send them while the room is being disinfected.	LOCAL	
If the room has windows that can be opened, the Head of Buildings and Grounds or school administrator will open all windows and allow the room to ventilate for a minimum of 10 minutes.	LOCAL	
Once the rooms are emptied, the Head of Buildings and Grounds, or the school administrator, will assign each cleaner to the room(s) that will need to be disinfected.	LOCAL	
All high-touch surfaces including the door handles, desks, and chairs will be cleaned with approved disinfectants. The room will then be sprayed using the electrostatic sprayer. No individuals will be allowed in the room until 10 minutes after the process is completed.	LOCAL	
Once the rooms have been disinfected, the WAIT IN PLACE protocol can be suspended. The school nurse, school administrator or their designee will announce over the PA system the following message:  May I have your attention please. All staff members and students, may now resume their regular schedules. Thank you for your cooperation and patience.	LOCAL	



# HAND AND RESPIRATORY HYGIENE PROTOCOL

STRATEGY – HAND HYGIENE	GUIDANCE	PAGE(S)
Healthy handwashing hygiene practices will be taught and re-taught to both students and staff through the use of videos produced locally by the principal, school counselors, teachers, and students. These videos will be <b>uploaded to the district's website</b> , social media, and the Campaign Connect! website. The content for the videos is based on the CDC guidance for best practices in hand washing: <a href="https://www.cdc.gov/handwashing/videos.html">https://www.cdc.gov/handwashing/videos.html</a> Live links to these videos will be added to this protocol and the plan as soon as they are available in early August.	NYSED	18, Checkbox 7, 26
Teachers in grades PK-6 will schedule time for hand hygiene throughout the day.	NYSED	26
Students in grades 7-12 will be reminded to perform hygiene after all meals and use of bathrooms.	NYSED	26
Hand sanitizer will be made available in all classrooms, near high touch surfaces for use when soap and water are not available.	NYSED	26
STRATEGY – RESPIRATORY HYGIENE	GUIDANCE	PAGE(S)
Students and staff will cover their mouths and noses with a tissue when coughing or sneezing and dispose of the tissue appropriately.	NYSED	26
If no tissue is available, the inside of the elbow (or shirtsleeve) will be used to cover the mouth and nose instead of using the hands.	NYSED	26
Students and staff will perform hand hygiene after sneezing, coughing and handling dirty tissues or other soiled material.	NYSED	26

# SOCIAL DISTANCING PROTOCOLS/DECISIONS

STRATEGY	GUIDANCE	PAGE(S)
The district reopening plan has a written protocol to ensure all persons in school buildings keep a social distance of at least 6 feet <b>whenever possible</b> . <b>Twelve feet</b> in all directions will be maintained between individuals while participating in activities which requires projecting the voice (e.g., singing), playing a wind instrument, or aerobic activity.	NYSED ASSURANCE	18 (Checkbox 8), 28-30 HS, 11
<p><b>Morning Arrival</b>---No students will be allowed in the building until 7:30.</p> <ul style="list-style-type: none"> <li>● <b>Walkers and those being dropped off:</b> <ul style="list-style-type: none"> <li>○ Grades PK-12: Enter through the main entrance and will be seated at seats in the cafe not marked with an “X”. Remain there until 8:00.</li> </ul> </li> <li>● <b>Those riding the bus who are eating breakfast will be let off at 7:45.</b> <ul style="list-style-type: none"> <li>○ Grades PK-12: Enter through the bus entrance, grab their breakfast and sit at the table, socially distanced from others to eat.</li> </ul> </li> <li>● <b>Those riding the bus who are not eating breakfast will be let off the bus at 7:45</b> <ul style="list-style-type: none"> <li>○ Grades PK-6: Enter through the bus entrance and go directly to the gym.</li> <li>○ Grades 7-12: Enter through the bus entrance and go directly upstairs to the locker and 1st period class.</li> </ul> </li> </ul>	NYSED	29, 30

STRATEGY	GUIDANCE	PAGE(S)
Enrollments in grades PK-6 will be monitored and adjusted to remain below 15.	LOCAL	
Enrollments in grades 7-12 classes will be monitored and adjusted over the summer to accommodate no more than 18 students in a class. Where that is not possible, classes will be moved to larger rooms to accommodate social distancing.	LOCAL	
<b>LUNCHES</b> <ul style="list-style-type: none"> <li>Grades PK-6: Lunch will be served in the cafeteria. The number of tables will be decreased and students will only be able to sit at marked seats which will be socially distanced. The maximum number of grade levels being served lunch will be reduced to 3.</li> <li>Grades 7-12: Lunches will be served in the cafeteria at tables that are socially distanced. The maximum number of students having lunch at one time will be reduced to 35.</li> <li>There will be NO OVERTOWN lunches (LOCAL)</li> </ul>	NYSED	29
<b>RECESS</b> In grades PK-6, recess will be at the direction of the classroom teacher and will be scheduled at the teacher's discretion to maximize opportunities for students to socially distance and take face covering breaks.	LOCAL	
Students shall not congregate at classroom doors prior to a class change.	LOCAL	
Students transitioning between classes shall, to the extent practicable, remain socially distanced.	LOCAL	
<b>Music Classes.</b> <ul style="list-style-type: none"> <li>Social distancing will be required at a spacing of 12 feet unless face coverings are worn.</li> <li>Band and chorus may be taught in smaller groups as organized by the teacher. This may include, but is not limited to: <ul style="list-style-type: none"> <li>By grade level (6<sup>th</sup>, 7<sup>th</sup>, etc).</li> <li>By instrument or vocal part.</li> </ul> </li> <li>Teachers are encouraged to use the Stage or Gym to hold classes.</li> </ul>	DOHIG NYSED	10, Bullet 9 30, Bullet 4
<b>Physical Education Classes</b> <ul style="list-style-type: none"> <li>Social distancing will be required at a spacing of 12 feet if there are aerobic activities. Physical Education classes are encouraged to go outside.</li> </ul>	DOHIG NYSED	10, Bullet 9 30, Bullet 4

STRATEGY	GUIDANCE	PAGE(S)
<p><b>All large gathering events will be held with COVID protocols in place.</b> This includes, but is not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Evening of Excellence (October)</li> <li>• Open Houses (October)</li> <li>• Halloween Parade (October)</li> <li>• Fundraisers that require gatherings (November)</li> <li>• Winter Musical Concerts (December)</li> <li>• Principal Assemblies (September – December)</li> </ul>	NYSED	30, Bullet 5
All field trips are suspended until at least January 2021.	NYSED	30, Bullet 5
<p><b>Afterschool Programming</b></p> <ul style="list-style-type: none"> <li>• <b>CROP can meet as long as social distancing guidelines are being met.</b></li> <li>• Extracurricular clubs for secondary students may meet if they can maintain social distancing guidelines.</li> <li>• Teachers may continue to meet with students after school and a late bus will continue to be provided.</li> </ul>	NYSED	30
<p><b>Athletics:</b></p> <p>Decisions regarding athletic practices and games will be in alignment with the NY State Public High School Athletic Association (NYSPHSAA) guidance unless local conditions require more aggressive measures to be taken.</p> <p><b>All sports games through January 2021, will possibly be held without spectators.</b></p>	LOCAL	

# VULNERABLE/HIGH-RISK GROUP PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
<p>The district reopening plan has written protocol detailing how the district will provide accommodations to all students and staff who are at high risk or live with a person at high risk.</p> <p>High-risk groups include:</p> <ul style="list-style-type: none"> <li>• Individuals 65 or older;</li> <li>• Pregnant individuals</li> <li>• Individuals with underlying health conditions including, but not limited to: <ul style="list-style-type: none"> <li>○ chronic lung disease or moderate to severe asthma</li> <li>○ serious heart conditions</li> <li>○ immunocompromised</li> <li>○ severe obesity (body mass index [BMI] of 30 or higher)</li> <li>○ diabetes</li> <li>○ chronic kidney disease undergoing dialysis</li> <li>○ liver disease o sickle cell anemia</li> <li>○ children who are medically complex, who have neurologic, genetic, metabolic conditions, or who have congenital heart disease are at higher risk for severe illness from COVID-19 than other children.</li> </ul> </li> </ul>	<p>NYSED ASSURANCE</p>	<p>18 (Checkbox 9), 30-31 HS, 12</p>

STRATEGY - STUDENTS	GUIDANCE	PAGE(S)
If in-person instruction is chosen, the parent/guardian will notify the District if there are any health diagnoses that will prevent their child(ren) from wearing a face covering.	LOCAL	
<p>A parent can decide at any time to have their child home-schooled or continue with in-person learning.</p> <p><b>Changing to Home-Schooling:</b> The district requests a notice of 24-hours if a child is going to move from in-person to home-schooling under Commissioner Regulations 100.10 so that materials can be collected and paper work prepared by the family.</p>	LOCAL	
STRATEGY - STAFF	GUIDANCE	PAGE(S)
If in-person work is chosen, the staff member will be asked if there are any health diagnoses that will prevent them from wearing a face covering.	LOCAL	

# FACE COVERING PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
The district reopening plan has a written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.	NYSED ASSURANCE	18 (Checkbox 10), 36 HS, 13
The district will only accept medical exemptions from qualified health professionals who have indicated the contraindication prohibiting the use of a face covering. The exemption request will be reviewed by the school's medical doctor and attorney.	LOCAL	
STRATEGY - <b>STUDENTS</b>	GUIDANCE	PAGE(S)
<p>All students <b>MUST</b> wear cloth face coverings at all times with the following exceptions:</p> <ul style="list-style-type: none"> <li>• If they have a written, medical exemption on file with the school.</li> <li>• Under the direction of a staff member who has determined that appropriate social distancing can be maintained.</li> <li>• When they are seated to have <b>lunch</b> in a seat/desk that is appropriately social distanced.</li> </ul>	NYSED	36
<b>Parents will provide two (2), face coverings for their child with their name on it.</b>	LOCAL	
If a child does not have a face covering to board a bus or when they arrive at school by self-transport or walking, a non-surgical face mask will be given to them (unless they have a medical exemption).	LOCAL	
The district will provide "Health & Safety Kits" to any student or family upon their request. The kit includes two cloth face masks (2).	LOCAL	
Staff members will schedule breaks for students throughout the day so that they can remove their face coverings when it is safe to do so, but if and only if social distancing can be maintained.	NYSED	36

STRATEGY – <b>STAFF AND VISITORS</b>	GUIDANCE	PAGE(S)
<p>All staff and visitors <b>MUST</b> wear cloth face coverings at all times:</p> <ul style="list-style-type: none"> <li>• Whenever they are within 6 feet of someone;</li> <li>• In hallways;</li> <li>• In restrooms; and</li> <li>• In other congregate settings, including break rooms (excepted when seated for lunch).</li> </ul>	NYSED	36
<p>Staff are required to wear their face coverings at all times in a manner that showcases them as a role model for our students.</p>	LOCAL	
<p>The district will provide cloth face coverings for staff upon their request.</p>	NYSED	36
<p>If a staff member or visitor does not have a face covering when they arrive at school, a non-surgical face mask will be given to them (unless they have a medical exemption).</p>	LOCAL	
STRATEGY – <b>SCHOOL NURSE</b>	GUIDANCE	PAGE(S)
<p>The district will provide enhanced PPE for the school nurse including face shields, N95 masks, goggles, and disposable gowns. Also, the Isolation Room person will be provided the same PPE's.</p>	NYSED	32



# RETURN TO SCHOOL AFTER COVID POSITIVE PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
Before returning to school, the individual must have documentation from a health care provider evaluation, negative COVID19 testing, and symptom resolution, or if COVID19 positive, release from isolation.	DOHIG	20, Bullet 5 from top
Return to school will be coordinated between the local health department and the school nurse.	NYSED ASSURANCE	19 (Checkbox 2), 40-41 HS, 16

# CLEANING AND DISINFECTING PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
The district reopening plan has a written protocol to clean and disinfect schools following CDC guidance.	NYSED ASSURANCE	19 (Checkbox 3), 42-44 HS, 17
<b>SCHOOL BUSES</b> Bus drivers will clean high-touch surfaces on the bus after each run with wipes and/or cloths and detergents provided by the district.  The transportation supervisor/bus mechanic will disinfect each bus twice a day using the <b>electrostatic disinfectant sprayer</b> .	LOCAL	
<b>CLASSROOMS</b>  A schedule will be developed for custodial staff to clean chairs, desks, and other high-touch surfaces throughout the day when classrooms do not have students in them.  Teachers will be provided wipes that they can use at their discretion to clean surfaces within their classroom during class periods when custodial staff cannot get to their rooms.  The <b>electrostatic disinfectant sprayer</b> will be used each evening in each classroom.	LOCAL  DOHIG  LOCAL	“Cleaning & Disinfection”, Bullet 3
<b>OFFICES</b> All offices will be cleaned once a day by the custodial staff. Staff will be provided wipes that they can use at their discretion to clean surfaces. The <b>electrostatic disinfectant sprayer</b> will be used each evening in each office.	LOCAL	

STRATEGY	GUIDANCE	PAGE(S)
<p><b>BATHROOMS</b></p> <p><b>Common Area Bathrooms (Downstairs, Upstairs, locker room bathrooms).</b>  The common area bathrooms will have all high-touch surfaces cleaned after each period to the extent practical.</p> <p><b>Shared Staff Bathrooms:</b>  These bathrooms will be cleaned once a day, and disinfectant spray/wipes will be made available in each.</p>	LOCAL	
<p><b>CAFETERIA</b></p> <p><b>Tables</b>  The cafeteria staff will clean all tables and desks in between lunch periods with a detergent and cloths. The tables and desks will be disinfected at the end of each day.</p> <p><b>Keypad</b>  The keypad for registering counts of meals will be wiped down after each student use; if that is not doable, the cafeteria manager will key in at his/her computer the child's account number.</p> <p><b>Trays &amp; Utensils</b>  The cafeteria staff will continue to follow all Department of Health guidelines for maintaining clean trays and utensils.</p>	LOCAL	

STRATEGY	GUIDANCE	PAGE(S)
<p><b>HIGH TOUCH SURFACES</b></p> <p><b>Lockers</b> The outsides of lockers will be cleaned when visibly soiled. The electrostatic sprayer will be used each evening on all lockers including those in the locker rooms.</p> <p><b>Classroom Door Handles</b> To the extent practicable classroom doors will be kept ajar throughout the school day to minimize the number of surfaces touched. Custodial staff will clean these surfaces throughout the day when doors are closed.</p> <p><b>Entrance Doors</b> The entrance doors will be held open by staff to allow students to enter the building upon arrival without having to touch the surfaces. The custodial staff will clean the handles at 8:10 AM each day and then throughout the day.</p> <p><b>Drinking Fountains</b> The district is encouraging parents to have their children bring their own water bottles so not to need to use our fountains. Students are encouraged to bring water bottles to fill. There are also two water coolers for all to use. The custodial staff will clean the push buttons after every period. Water will also be available to be purchased or if necessary for free.</p> <p><b>Elevator Buttons</b> We have no elevator.</p>	LOCAL	

# SAFETY DRILL MODIFICATION PROTOCOL

STRATEGY	GUIDANCE	PAGE(S)
The district reopening plan has a written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.	NYSED ASSURANCE	19 (Checkbox 4), 45-47 HS, 18
Students will be instructed that if it was an actual emergency that required evacuation or lockdown, the most imminent concern is to get to safety; maintaining social distancing in an actual emergency that requires evacuation or lockdown may not be possible and should not be the first priority.	NYSED	45
<b>FIRE DRILLS</b>  The principal will be responsible for scheduling fire drills and ensuring that all students participate over the course of one day.  Modifications to the standard operation procedures may include, but are not limited to: <ul style="list-style-type: none"> <li>• Conducting drills on a staggered schedule</li> <li>• Conducting drills by wing of the building.</li> <li>• Conducting drills by grade levels.</li> </ul>	NYSED	45
<b>LOCKDOWN DRILLS</b>  The principal will be responsible for scheduling lockdown drills.  <b>Lockdowns will be conducted without “hiding”/ “sheltering” but provide an overview of how to shelter or hide in the classroom.</b>	NYSED	46

# Mandatory Assurances

COMMUNICATION/FAMILY & COMMUNITY ENGAGEMENT		
ASSURANCE	PAGE	NOTES
1. The school and/or district engaged with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) when developing reopening plans. Plans for reopening should identify the groups of people involved and engaged throughout the planning process		
2. The school and/or district developed a communications plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Responsible Parties may consider developing webpages, text and email groups, and/or social media groups or posts.		
3. The school and/or district will ensure all students are taught or trained how to follow new COVID19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene.		
4. The school and/or district will encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained.		
5. The school and/or district will provide communications in the language(s) spoken at home among families and throughout		

the school community. Written plans must be accessible to those with visual and/or hearing impairments.		
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# Mandatory Assurances

HEALTH AND SAFETY		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan must review and consider the number of students and staff allowed to return in person. These factors should be considered when determining resumption of in person instruction: (1) Ability to maintain appropriate social distancing or face coverings; (2) PPE and face covering availability; (3) Availability of safe transportation; and (4) Local hospital capacity – consult your local department of health.		
2. Each school and/or district reopening plan must engage with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) in developing their reopening plan and identify those that participated in the reopening plans.		
3. Each school and/or district reopening plan must include a communications plan for students, parents/guardians, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.		
4. Each school and/or district reopening plan has a written protocol developed in collaboration with the district or school's director of school health services to instruct staff to observe for signs of illness in students and staff and requires symptomatic persons to be sent to the school nurse or other designated personnel.		COVID19 Signs Of Illness Protocol
5. Each school and/or district reopening plan has a written protocol for daily temperature screenings of all students and staff, along		Screening Protocol – Visitors, Staff, Students



with a daily screening questionnaire for faculty and staff and periodic use of the questionnaire for students.		
6. Each school and/or district reopening plan requires that ill students and staff be assessed by the school nurse (registered professional nurse, RN) or medical director and that if a school nurse or medical director is not available, ill students and staff will be sent home for follow up with a healthcare provider.		
7. Each school and/or district reopening plan has written protocol requiring students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire to be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home.		COVID19 Symptom Confirmation Protocol – Visitors, Staff, Students

ASSURANCE	PAGE	NOTES
8. Each school and/or district reopening plan has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.		COVID19 Health Screening Questionnaires – Visitors, Staff, Students
9. Each school and/or district reopening plan has a written protocol to instruct parents/guardians to observe for signs of illness in their child that require staying home from school.		Screening Protocol - Students
10. Each school and/or district reopening plan has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.		Hand and Respiratory Hygiene Protocol
11. Each school and/or district reopening plan has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.		Social Distancing Protocols/Decisions
12. Each school and/or district reopening plan has written protocol detailing how the district/school will provide accommodations to all students and staff who are at high risk or live with a person at high risk.		Vulnerable/High Risk Group Protocol
13. Each school and/or district reopening plan has written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.		Face Covering Protocol
14. Each school and/or district reopening plan has plan for obtaining and maintaining adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.		4000 non-surgical masks on-hand PPE equipment on order.
15. Each school and/or district reopening plan has written protocol for actions to be taken if there is a confirmed case of COVID19 in the school.		
16. Each school and/or district reopening plan has written protocol that complies with DOH and CDC guidance for the return to school of students and staff following a positive screen for COVID19 symptoms, illness or diagnosis of		

confirmed case of COVID19 or following quarantine due to contact with a confirmed case of COVID19. Return to school will be coordinated with the local health department.		
17. Each school and/or district reopening plan has written protocol to clean and disinfect schools following CDC guidance.		<b>CLEANING AND DISINFECTING PROTOCOL</b>
18. Each school and/or district reopening plan has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons		<b>SAFETY DRILL MODIFICATION PROTOCOL</b>
19. Each school and/or district reopening plan has written plan for district/school run before and aftercare programs (or, for charter schools, as required by the school's charter)		

ASSURANCE	PAGE	NOTES
<p>20. Each school and/or district reopening plan designates a COVID19 safety coordinator (administrator) whose responsibilities include continuous compliance with all aspects of the school’s reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or “new normal” levels.</p>		

# Mandatory Assurances

FACILITIES		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan which include changes or additions to facilities must comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to OFP.		No changes anticipated.
2. Each school and/or district reopening plan must ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.		Inspection will be completed in compliance.
3. Each school and/or district reopening plan must provide provisions to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.		Will conduct the testing through BOCES.
4. Each school and/or district reopening plan must ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any locations is in accordance with FCNYS 2020 Section 5705.5.		All hand sanitizers will meet fire and code requirements.
5. Each school and/or district reopening plan which include the installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will ensure the submission of detailed floor plans to OFP for review.		No dividers planned to be installed
6. Each school and/or district reopening plan must ensure that all new building construction and temporary quarter project will be submitted to OFP for a full code review.		No new construction will be done for COVID19

7. Each school and/or district reopening plan which include new facilities for leasing must provide a plan to consult with OFP for a preliminary evaluation		No new facilities to be leased.
8. Each school and/or district reopening plan which includes the temporary or permanent use of Tents must provide plans adhering to the BCNYS.		No tents plan to be used.
9. Each school and/or district reopening plan must ensure that the existing or altered number of toilet and sink fixtures meet the minimum standards of the BCNYS.		Toilets and sinks being updated as part of approved capital project. No alterations.
10. Each school and/or district reopening plan must ensure that each building provides one drinking fountain per one hundred occupants or provide a written plan for a reasonable alternate source of drinking water		There are currently ten drinking fountains for 400 occupants as well as 2 water coolers.
11. Each school and/or district reopening plan must provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designed.		All ventilation currently being updated as part of a capital project.

ASSURANCE	PAGE	NOTES
12. Each school and/or district reopening plan must ensure that all project submissions only dedicated to “COVID19 Reopening” will be labeled as such.		Not applicable.
13. Each school and/or district reopening plan which include the use of plastic separators must comply with the 2020 BCNYS Section 2606.		No plastic separators planned at this time.

# Mandatory Assurances

CHILD NUTRITION		
ASSURANCE	PAGE	
1. Each school and/or district reopening plan must provide all students enrolled in the SFA with access to school meals each school day. This must include students in attendance at school and students learning remotely.		All students will be served as required.
2. Each school and/or district reopening plan must address all applicable health and safety guidelines.		Will meet all federal and state guidelines.
3. Each school and/or district reopening plan include measures to protect students with food allergies if providing meals in spaces outside the cafeteria.		Cafeteria: Table marked. Gym: Desks marked.
4. Each school and/or district reopening plan must include protocols and procedures for how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.		
5. Each school and/or district reopening plan must include protocols and procedures that require cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.		Tables and desks will be cleaned by cafeteria staff in between lunch periods.
6. Each school and/or district reopening plan must ensure compliance with Child Nutrition Program requirements (if the school is its own SFA – for charter schools that are part of a district’s SFA, the plan must ensure communication with the district regarding food serve requirements).		



7. Each school and/or district reopening plan must include protocols that describe communication with families through multiple means in the languages spoken by families.		
8. Each school and/or district reopening plan must require that students must social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.		

# Mandatory Assurances

TRANSPORTATION		
ASSURANCE	PAGE	
1. Each school and/or district reopening plan must ensure all buses (conforming and non-conforming to Federal Motor Carrier Safety Standards, as well as type A, C or D) which are used every day by districts and contract carriers will be cleaned/disinfected once a day.		
2. Each school and/or district reopening plan ensures high contact spots must be wiped down after each a.m. and p.m. run depending upon the disinfection/cleaning schedule.		
3. Each school and/or district reopening plan must ensure school buses shall not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.		
4. Each school and/or district reopening plan must ensure that school bus drivers, monitors and attendants must not carry personal bottles of hand sanitizer with them on school buses.		
5. Each school and/or district reopening plan will require that school bus drivers, monitors, attendants and mechanics must wear a face covering along with optional face shield.		
6. Each school and/or district reopening plan requires that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID19.		
7. Each school and/or district reopening plan requires that transportation staff (drivers, monitors, attendants, mechanics		

and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.		
8. Each school and/or district reopening plan requires that transportation departments/carriers will need to provide Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.		
9. Each school and/or district reopening plan ensures hand sanitizer will be provided for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.		
10. Each school and/or district reopening plan requires that drivers, monitors and attendants who must have direct physical contact with a child must wear gloves.		

ASSURANCE	PAGE	
11. Each school and/or district reopening plan requires that school bus drivers, monitors, attendants and mechanics shall perform a self-health assessment for symptoms of COVID 19 before arriving to work.		
12. Each school and/or district reopening plan requires that students must wear a mask on a school bus if they are physically able.		
13. Each school and/or district reopening plan ensures that students who do not have a mask will NOT be denied transportation.		
14. Each school and/or district reopening plan requires that students who do not have masks must be provided one by the district.		
15. Each school and/or district reopening plan ensures that students with a disability which would prevent them from wearing a mask will not be forced to do so or denied transportation.		
16. Each school and/or district reopening plan requires students will be trained and provided periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID19.		
17. Each school and/or district reopening plan requires that students will be trained and provided periodic reminders on the proper use of social distancing.		
18. Each school and/or district reopening plan requires that if the school district is in session remotely or otherwise, pupil transportation must be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Program have placed them out of district whose schools are meeting in conducting in-person session education when/if the district is not.		



# Mandatory Assurances

SOCIAL-EMOTIONAL WELL-BEING		
ASSURANCE	PAGE	NOTES
1. Each school and district ensures that district-wide and building-level comprehensive developmental school counseling program plans, developed under the direction of certified school counselor(s), are reviewed and updated to meet current needs.		
2. Each school and/or district establishes an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, or school's board, school building and/or district/charter leaders, community-based service providers, teachers, certified school counselors, and other pupil personnel service providers including school social workers and/or school psychologists, to inform the comprehensive developmental school counseling program plan.		
3. Each school and/or district reopening plan addresses how the school/district will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.		
4. Each school and/or district reopening plan addresses professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID19 public health emergency, as well as provide supports for developing coping and resilience skills for students, faculty, and staff.		

# Mandatory Assurances

SCHOOL SCHEDULES		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan describes the school schedule planned for implementation at the beginning of the 2021-22 school year and to the extent practicable any contingent scheduling models it may consider if the situation warrants.		

# Mandatory Assurances

ATTENDANCE AND CHRONIC ABSENTEEISM		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan must describe a mechanism to collect and report daily teacher student engagement or attendance while in a remote or hybrid schedule.		



# Mandatory Assurances

TECHNOLOGY AND CONNECTIVITY		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan must include information on how the school/district will have knowledge of the level of access to devices and high-speed internet all students and teachers have in their places of residence.		Digital Equity Survey distributed and received back by December 22, 2021
2. Each school and/or district reopening plan must include information on how the school or district, to the extent practicable, will address the need to provide devices and internet access to students and teachers who currently do not have sufficient access.		
3. Each school and/or district reopening plan must include information on how the school or district will provide multiple ways for students to participate in learning and demonstrate mastery of Learning Standards in remote or blended models, especially if all students do not yet have sufficient access to devices and/or high-speed internet.		

# Mandatory Assurances

TEACHING AND LEARNING		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan includes a continuity of learning plan for the 2021-22 school year. Such plan must prepare for in-person, remote, and hybrid models of instruction.		Will be developed with teachers, families, and the Board. Distributed by 08/21/2020.
2. Each school and/or district reopening plan includes an educational program that is aligned to the New York State Learning Standards (or, for charter schools, the standards set forth in the school's charter) regardless if instruction is delivered in-person, remotely or in a hybrid model.		All instruction regardless of model will be aligned to the NY State Learning Standards.
3. Each school and/or district reopening plan provides for a program that includes regular substantive interaction between teachers and students whether delivered in- person, remotely or through a hybrid model of instruction		
4. Equity must be at the heart of all school instructional decisions. All instruction should be developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are/clear/opportunities for instruction that/are/accessible to all students./Such opportunities must be/aligned with State standards (or, for charter schools, the standards set forth in the school's charter) and include routine scheduled times for students to/interact and seek feedback and support/from their teachers.		
5. Schools must create a clear communication plan for how students and their families/caregivers can contact the school and teachers with questions about their instruction and/or technology. This information needs to be accessible to all,		

available in multiple languages based on district or charter school need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone).		
6. Districts that contract with eligible agencies, including CBOs, to provide Prekindergarten programs must attest that they have measures in place to ensure eligible agencies with whom they contract will follow health and safety guidelines outlined in NYSED guidance and required by the New York State Department of Health. The district must also ensure their eligible agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.		Not applicable to ACS.

# Mandatory Assurances

SPECIAL EDUCATION		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan, whether services are provided in-person, remote, and/or through a hybrid model, addresses the provision of free appropriate public education (FAPE) consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.		Health & Safety Documents – Appendix A
2. Each school and/or district reopening plan addresses how it will document the programs and services offered and provided to students with disabilities as well as communications with parents.		
3. Each school and/or district reopening plan addresses meaningful parent engagement in the parent’s preferred language or mode of communication regarding the provision of services to his/her child to meet the requirements of the IDEA.		
4. Each school and/or district reopening plan addresses collaboration between the committees on preschool special education (CPSE) and committees on special education (CSE) and program providers representing the variety of settings where students are served to ensure there is an understanding of the provision of services consistent with the recommendations on/individualized education programs/(IEPs), plans for monitoring and communicating student progress, and commitment to sharing resources.		
5. Each school and/or district reopening plan must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including		

assistive technology) to meet the unique disability related needs of students.		
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# Mandatory Assurances

BILINGUAL EDUCATION AND WORLD LANGUAGES		
ASSURANCE	PAGE	NOTES
1. Each qualifying school and/or district reopening plan which reopens using in-person or hybrid instruction must complete the ELL identification process within 30 school days of the start of the school year for all students who enrolled during COVID19 school closures in <a href="#">2020-2021</a> , as well as all students who enroll during summer of <a href="#">2021</a> and during the first 20 school days of the <a href="#">2021-2022</a> school year. After this 20 day flexibility period, identification of ELLs must resume for all students within required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.		
2. Each school and/or district reopening plan must provide required instructional Units of Study (or, for charter schools, the applicable program outlined in the school's charter) to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.		
3. Each school and/or district reopening plan must ensure the maintenance of regular communication with parents/guardians of ELLs to ensure that they are engaged in their children's education during the reopening process, and provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.		

# Mandatory Assurances

TEACHER AND PRINCIPAL EVALUATION SYSTEM		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan must ensure that all teachers and principals are evaluated pursuant to the LEA's currently approved APPR plan (or, for charter schools, the school's charter), including any variance applications approved by the Department.		

# Mandatory Assurances

CERTIFICATION, INCIDENTAL TEACHING, AND SUBSTITUTE TEACHING		
ASSURANCE	PAGE	NOTES
1. Each school and/or district reopening plan must ensure that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.		