

# Reopening Plan 2021-2022



**Goals:** The priorities for the 2021-22 school year will be to:

- Keep our students, faculty/staff and families healthy and safe
- Maximize in-person teaching and learning
- Minimize disruption to continuity of education and extracurricular activities
- Be responsive to student needs

There will be no virtual learning option for students. In consultation with the Lake George CSD school physician, Dr. Martin Breen, a number of health and safety protocols will be implemented beginning September 9, 2021, the first day of school for grades K-12.

Please note: We will be monitoring community transmission and district trends, we also encourage you to keep abreast of local COVID trends using the following resources:

- [Click here](#) for the CDC COVID-19 data tracker.
- For a chart that breaks down the proportion of recent Warren County cases by vaccination status, go to the [Warren County COVID Hub website here](#).

## School Schedules

For information about how school schedule information will be communicated to students, families and staff members, visit the Communication/Family and Community Engagement Section of this reopening plan.

The safety and health and emotional well being of our students, our faculty, and our staff is paramount and has been at the forefront of our planning. Lake George CSD's goal is to safely continue in-person instruction for all students. All students return to in-person learning daily.

Given the possibility that communities may experience spikes in COVID-19 cases at any point during the school year, which may result in the need to limit the number of people in the classroom or school buildings and/or may prompt short or long-term school closures that could require the use of a hybrid learning model and a fully remote learning model, we have included details in the Teaching and Learning section to support any necessary shifts in delivery of instruction.

## Technology and Connectivity

The district will use an annual survey, administered to students and staff at the start of the school year, to determine their access to devices and high-speed internet access. This survey will provide the district with information specific to their access, not including school provided devices. Specifically, respondents will answer the following questions.

Does your home have Internet access?

- Yes. Cable Modem
- Yes. DSL
- Yes. Satellite
- Yes. Dial Up
- Yes. Through a tethered Smartphone or Hot Spot
- No. We do not have Internet access at home

Do you have access to a personally owned device, not a district owned device? Please check all that apply:

- Yes. A Smart Phone that only I use.
- Yes. A Smart Phone that is shared.
- Yes. A Tablet that only I use.
- Yes. A Tablet that is shared.
- Yes. A Chromebook that only I use.
- Yes. A Chromebook that is shared.
- Yes. A Personal Computer that only I use.
- Yes. A Personal Computer that is shared.

Lake George CSD has a full K-12 1-to-1 device program. All students and staff in the district have access to their own device. These devices can be utilized at home to ensure that all students and staff have access to a device. Additionally, the results of this survey will inform the district of those students and staff in need of internet access at home. The district has purchased hotspots that will be provided to those students and staff.

The Lake George CSD has confirmed its ability to ensure that all students and staff have access to the devices and high-speed internet needed to demonstrate mastery of Learning Standards in a remote or blended model. The district is committed to continuing to ensure access to devices and high-speed internet access to all students and staff. Additionally, the district will provide the necessary non-digital resources and materials (books, art supplies, instruments, etc) needed by students to participate in learning and demonstrate mastery of Learning Standards in a variety of ways.

Information and Instructional Technology support is available to all students, staff, and families through the district's Help Desk system and IT Team. This includes, but is not limited to:

- Email support
- Phone support
- Videoconferencing support and training
- In person support, repair, training
- Training videos and resources

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## Teaching and Learning

All instruction, regardless if delivered in-person, remotely or in a hybrid model, will be aligned to the New York State Learning Standards. Acknowledging that the typical content in a given grade level or

course may need to be adjusted, content will be prioritized to ensure that students receive instruction for the prioritized learning standards, key understandings, and skills necessary for students’ success in future study.

Grading practices will be designed with the intent of staying consistent through the 2021- 2022 school year, regardless of any learning environment transitions that are needed. These practices will follow a standards-based framework designed to provide direct feedback regarding students’ mastery of course content and will be building level decisions that will be defined and shared by the principals in collaboration with the shared decision making bodies.

### In-person Instruction

The district will adhere to CDC guidance and NYS mandates, as outlined throughout this plan. The district’s current enrollment will allow for regular and routine scheduled times for standards based teaching and learning, while still following the safety precautions, during in-person instruction. These schedules will closely resemble the traditional schedules, but may include staggered times to allow for more physical distancing in common areas.

**Regional BOCES Virtual Programs:** As a district, our priority is a safe return to in-person learning for all K-12 students. The district is exploring participation in a full year virtual program through the Capital Region BOCES for approved medically fragile students.

Process for Qualifying: Interested families must follow the application process.

- Meet with the school’s Virtual School Review Board
- Complete the Virtual School application and submit a medical note specifying the extenuating circumstance. \* *Requests may be subject to District Physician review.*

#### **Summary of Capital Region BOCES Virtual Programs**

<b>Virtual Elementary School Students in grades K-6</b>	<b>Regional District Learning Students in grades 7-12</b>
<ul style="list-style-type: none"> <li>● <i>This is a FULL YEAR commitment.</i></li> <li>● <i>Your student will be placed into a shared class with students from other participating school districts.</i></li> <li>● <i>Your child will be taught by a teacher from a different school district.</i></li> <li>● <i>There will be support in place to help students and families including a counselor and an administrator assigned to the program (not a Lake George employee).</i></li> <li>● <i>The Virtual Elementary School will follow the Capital Region BOCES calendar and may differ slightly from the LGCS D calendar.</i></li> </ul>	<ul style="list-style-type: none"> <li>● <i>This is a FULL YEAR commitment.</i></li> <li>● <i>Students will join the courses virtually with students from other participating school districts.</i></li> <li>● <i>Your child will be taught by teachers from different schools.</i></li> <li>● <i>Participation in the core courses required for graduation will be guaranteed. Additional elective courses will be dependent on availability and are not guaranteed.</i></li> <li>● <i>The Regional Distance Learning Program courses will follow the calendar of the host school for each course. They may differ from the LGCS D calendar and from each other.</i></li> </ul>

\*\* The district has a limited number of spots in these Capital Region BOCES programs.

### Remote Learning Model:

The Remote Learning Model may be used, when deemed necessary at a whole building or whole district level for all in-person students (not virtual students). Students will attend school remotely through meaningful and frequent interaction with teachers to receive academic and other support designed to meet the needs of students. Teachers will provide prioritized standards-based instruction and support

with academic expectations consistent with in-person instruction, engage students daily, check for evidence of learning, and include ongoing meaningful feedback on student learning. Additionally, teletherapy will be provided to meet the needs of students with disabilities. Alternate instructional experiences may include videoconferencing, online modules or tasks, viewing instructional videos, responding to teacher questions or posts, conducting research, doing projects, collaborating digitally with classmates, etc. Instruction will focus on “core” subject areas to the exclusion of elective courses. All instruction will continue to be aligned to the New York State Learning Standards.

Student schedules will be used to ensure daily student engagement and to prevent conflicts wherein synchronous lessons for different subjects are offered simultaneously. They will outline times for instructional engagement with all content areas, as well as resource and support services. These schedules will be shared with families upon notification of a Remote Learning Day(s).

During remote learning, students should expect to spend the following amount of time on school work in the remote learning model:

- Students in Grades K-6: Approximately 3 hours daily of instructional engagement with additional supports, opportunities as scheduled
- Students in Grades 7-12: Approximately 4 hours daily of instructional engagement with additional supports, opportunities as scheduled.

Teachers will report to work during the contractual hours to provide instruction and attend to professional development and other professional responsibilities

Remote learning opportunities will include a combination of synchronous and asynchronous instruction, with teachers finding ways to keep students engaged, provide instruction and support, create opportunities for student collaboration, to check for evidence of learning, and to provide regular and meaningful feedback to students. While recordings of live lessons are still essential for students unable to attend at a scheduled time, teachers will ensure that their students are directly engaged with them and their class peers in experiential learning on a regular basis.

To ensure high-quality remote learning experiences, we will standardize the use of a single online learning platform (Google Classroom) – to the extent possible – and develop a common, coordinated set of guidelines for teachers to follow when using the platform with students.

### Hybrid Learning Model:

The hybrid model may be implemented due to NYSED or Governor mandate, mandated capacity requirement invoked, or Covid-related quarantine station (by school). The hybrid model will be a combination of in-person instruction and remote learning (as defined above) developed to meet state guidance given or local needs.

When a hybrid learning model is necessary, certain groups of students will be prioritized for daily in-person learning to the greatest extent possible. This includes, but is not limited to, younger students, special class students, English language learners, and students with limited engagement.

With the understanding that the district will prioritize in-person instruction for our younger students, the hybrid model for students in grades K-6 will depend greatly on the need to initiate a hybrid model. Any reduction in the number of students able to attend daily in the elementary school will begin with the oldest students alternating daily between in person instruction and remote learning on an A/B day rotation. For example, the hybrid model for students in grades K-6 may have the following structure:

	<b>A Day</b>	<b>B Day</b>
<b>In Person</b>	Grade K-4 Prioritized Students (as	Grade K-4 Prioritized Students (as

	described above)	described above)
	Grade 5	Grade 6
<b>Remote</b>	Grade 6	Grade 5

A hybrid model for students in grades 7-12 may have students alternate daily between in person instruction and remote learning on an A/B day rotation. For example, the hybrid model for students in grades 7-12 may have the following structure:

	<b>A Day</b>	<b>B Day</b>
<b>In Person</b>	Grade 7-8 Prioritized Students (as described above)	Grade 9-12 Prioritized Students (as described above)
<b>Remote</b>	Grade 9-12	Grade 7-8

### Short-Term Quarantine:

Participation in short-term quarantine teaching and learning is only available for the following COVID related situations:

- Mandated quarantining for COVID/medical reasons/contact tracing reasons
- Testing positive for COVID

All other situations will follow the attendance policies and procedures outlined in the building student handbooks.

<b>ELEMENTARY SCHOOL</b>	<b>JR/SR HIGH SCHOOL</b>
<p>If you/your child will not be physically present in school for the COVID related reasons listed above, please follow this procedure:</p> <ol style="list-style-type: none"> <li>1. Contact the School Nurse, Faith Helms</li> <li>2. A Remote Mentor will contact the student and parent via email <u>within 24 hours</u> to coordinate the learning plan during the short-term quarantine.</li> </ol> <p><i>During short-term quarantine, the primary mode of instruction is asynchronous learning with the possibility of additional support as assigned by the teacher. Students should not expect to join their scheduled classes through a live Google Meet.</i></p>	<p>If you/your child will not be physically present in school for the COVID related reasons listed above, please follow this procedure:</p> <ol style="list-style-type: none"> <li>1. Contact the School Nurse, Carrie Becker</li> <li>2. Contact Attendance Office, Nicole Seguljic</li> <li>3. A Remote Mentor will contact the student and parent via email <u>within 24 hours</u> to coordinate the learning plan during the short-term quarantine.</li> </ol> <p><i>During short-term quarantine, the primary mode of instruction is asynchronous learning with the possibility of additional support as assigned by the teacher. Students should not expect to join their scheduled classes through a live Google Meet.</i></p>

## Athletics:

# **LG Athletics Fall Sports Covid Protocols**

Based on CDC, NYSED and Adirondack League guidelines the following Covid protocols are in place for the start of the fall sports season:

**Masks Required indoors- Based on the recommendations of the CDC, all individuals will be required to wear masks in school and on buses as the year begins regardless of vaccination status. Currently, masks are optional outside of buildings on school grounds.**

\*Coaches should ensure that student athletes have masks to put on as they transition from outdoor activities to any indoor activities (i.e weight training, locker room use, rainy day indoor training, team meetings, etc.)

### **ADIRONDACK LEAGUE Fall 2021 Guidelines**

Guidelines based on the recommendations from the CDC, AAP, and the DOH. Items are subject to change based on the transmission rate and introduction of new recommendations from the medical experts.

#### Indoor Sports

- Players should come ready to play - limited locker room use
- Teams bring their own equipment
- Masks are required for all participants, regardless of vaccination status
- Spectators are limited to 50% capacity of the venue
- Spectators must be masked and remain socially distanced, excluding family members or those who reside in the same household
- Contact-tracing sign-in forms are recommended
- Bench Players should be socially distanced, to the extent possible (>3 feet)
- Any pre-game conferences should be socially distant from the benches and with limited attendees
- Suspend handshakes during the pre-game conference and after play has concluded
- Maintain social distancing between substitutes and other participants
- Scoring tables should have limited personnel
- Considerations for Officials
  - Use of electronic whistles
  - Do not share equipment
  - Do not shake hands

#### Outdoor Sports

- Masks are not required
- No limit on spectators
- Unvaccinated spectators are encouraged to wear a mask
- No sign-in form needed

- Any pre-game conferences should be socially distant from the benches and with limited attendees
- Suspend handshakes during the pre-game conference and after play has concluded
- Maintain social distancing between substitutes and other participants
- Scoring tables should have limited personnel
- Considerations for Officials
  - Use of electronic whistles
  - Do not share equipment
  - Do not shake hands

## Health & Safety

The health and safety of our students, our staff and their families is our top priority. We want students and employees to feel comfortable and safe returning to school. Our reopening plan incorporates recommendations and guidance from the [Centers for Disease Control and Prevention \(CDC\)](#) , [New York State Department of Health \(NYSDOH\)](#) , Needham Risk Management, NYS Education Department, Capital Region BOCES, Warren County DOH., American Academy of Pediatrics, District Medical Director.

The following protocols and procedures will be in place in-district schools for the 2021-22 school year. Anyone with questions or concerns should contact our COVID-19 safety coordinator Superintendent Rutnik at [rutnikl@lkgeorge.org](mailto:rutnikl@lkgeorge.org) .

For more information about how health and safety protocols and training will be communicated to students, families and staff members, visit the Communication/Family and Community Engagement Section of this reopening plan.

### Health checks

The district has developed resources to educate parents/guardians and staff members regarding the careful observation of symptoms of COVID-19 and health screening measures that must be conducted each morning before coming to school. The resources include the requirement for any student or staff member with a fever of 100°F or greater and/or symptoms of possible COVID-19 virus infection to not come to school. The Centers for Disease Control and Prevention (CDC) [list of Coronavirus symptoms](#) was used to develop these resources.

The Lake George School District district will implement the following practices to conduct mandated health screening.

#### Health Screening for Students:

- Students will complete daily temperature checks upon arrival using physically distanced touchless thermometers at the following locations:
  - Elementary School - Thermometers at the entrance to each cluster
  - Jr./Sr, High School -Thermometers each at the Main Entrance and Bus Entrance and one at the Gym Entrance.
- The screening area will be supervised by staff members.
- Students that register a temperature over 100, or develop symptoms during school hours with no other explanation for them, will be sent to the school health office for an assessment by the school nurse. If the school nurse is not available, the school will contact the parent/guardian to come pick up their ill child.

#### Health Screening for Staff:

- Staff members developing symptoms during school hours with no other explanation for them should report to the school health office for an assessment by the school nurse.

### Health Screening for Vendors, Visitors & Contractors

- Temperature checks and completion of the district screening questionnaire will be completed at the main entrances prior to being allowed in the building. Please visit <https://covid.lkgeorge.org/login.php>
- These procedures will be posted at each entrance.
- The data collected for contact tracing purposes includes name, phone, email, and whether you were allowed or denied entry.

### Testing:

**Parents/Students:** Student testing is not mandated. However, districts need to have the capacity to test students weekly *if parents provide consent*. Consent forms will be shared on the website.

1. However, if your child is sick/symptomatic they will be sent home by the school nurse and required to get a diagnostic Covid Test. Students can not return to school until they have a negative test and are symptom free.

**Faculty/Staff:** All staff are mandated to provide proof of vaccination to the District by 9/7/21. Those who do not provide their vaccination cards will be considered non-vaccinated and we will require a weekly COVID test in order to report to work.

### Physical distancing, face coverings & PPE

The district has developed a plan with policies and procedures for maintaining physical distancing of all students, faculty, and staff when on school facilities, grounds and transportation. Please note that LGCS D will be requesting that all faculty/staff and students wear face masks at all times with the exception that masks may be taken off for for the following reasons if physical distancing is maintained:

- Scheduled “mask - break” times
- When eating meals; or
- When the core of the activity prevents usage (e.g., singing), playing a wind instrument, or aerobic activity-physical education.)
- **Effective June 7, 2021, face masks are not required to be worn outdoors on school grounds, including during outdoor school sports.**

All staff, students, and visitors are required to wear masks while in the building. Masks must be worn on the school bus. CDC recommends masks in settings where other physical distancing measures are difficult to maintain, especially in areas of significant community-based transmission. During student drop-off and pick-up times, masks and physical distance are recommended. Instructions for making, wearing and washing masks can be found on the CDC website.

Students will be allowed to remove masks during meals, and for short breaks so long as they maintain appropriate physical distance. Face coverings should not be placed on:

- Children younger than 2 years old;
- Students where such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction;
- Anyone who has trouble breathing or is unconscious; or
- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.



Masks will be provided to students and staff, if needed, at no cost. Acceptable masks for COVID-19 include, but are not limited to, cloth-based coverings and surgical masks that cover both the mouth and nose.

An employee is allowed to wear their own acceptable mask if they choose. Employees with healthcare provider documentation stating they are not medically able to tolerate masks will not be required to do so.

The district will instruct students, parents/guardians and staff, contractors and vendors on:

- The proper way to wear face masks
- Washing hands before putting on and after removing their face masks
- Proper way to discard disposable face coverings
- The importance of routine cleaning of reusable face masks; and
- Face masks are for individual use only and should not be shared

[For additional information on applicable training and additional protocols relating to social distancing](#)

### Infection control strategies

Arrival and dismissal schedules will be staggered as needed to prevent congregation of staff and students. Pick up of students will not involve parents entering the building. One-way traffic patterns will be established including one way use of stairways to prevent congregation, carpet stickers, wall stickers, posters. Daily schedules will be adjusted to prevent large numbers of students in hallways at the same time. Use of plastic separators, especially for those high risk locations such as greeter desks will be utilized. Hand sanitizer dispensers will be readily available. Use of sinks/handwashing will be encouraged throughout the day.

Each instructional space will abide by the spacing guidelines and considerations made regarding class sizes. Flexibility for additional sections or cohorts has been considered. Flexibility regarding the meeting location of classrooms has been considered.

### Management of ill persons, contact tracing and monitoring

The district requires students, faculty, or staff members who develop COVID-19 symptoms during the school day to report to the nurse's office. The district has designated areas to separate individuals with symptoms of COVID-19 from others until they can go home or to a healthcare facility, depending on severity of illness. One area will be used to treat injuries, provide medications or nursing treatments, and the other area will be used for assessing and caring for ill students and staff. Both areas will be supervised by an adult and have easy access to a bathroom and sink with hand hygiene supplies.

#### **Isolation of ill persons:**

Both schools will have an area of isolation for COVID symptom students and staff that will be supervised by an adult and have easy access to a bathroom and sink with hand hygiene supplies while they are waiting to be dismissed from school.

#### **COVID symptoms for isolation area:**

- Fever or chills (100°F or greater)
- Cough; Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting

- Diarrhea

PPE requirements for school health office staff caring for sick individuals includes both standard and transmission-based precautions. In areas with moderate to substantial community transmission, eye protection (e.g., goggles or face shield) should be added. When caring for a suspect or confirmed individual with COVID-19, gloves, a gown, eye protection, and a fit-tested N-95 respirator will be used, if available. If an N-95 respirator is not available, a surgical face mask and face shield will be used.

School health office cleaning will occur after each use of cots, bathrooms, and health office equipment (e.g., blood pressure cuffs, otoscopes, stethoscopes). Health office equipment will be cleaned following manufacturer's directions.

Disposable items will be used as much as possible (e.g., disposable pillow protectors, disposable thermometers, disposable thermometer sheaths or probes, disposable otoscope specula).

### If Students or Staff become Ill with Symptoms of COVID-19 at School

The district requires 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. Students will be supervised in the isolation area while awaiting transport home. Students will be escorted from the isolation area to their parent/guardian. Students or staff will be referred for a COVID-19 test and provided resources on COVID-19 testing.

### Return to School after Illness

The district has established protocols and procedures regarding when individuals who screened positive for COVID-19 symptoms during school hours can return to the in-person learning environment at school. A COVID-19 test must be done. They will not be permitted to return to school until the results are received by the school.

Negative results: Provide the school a copy of the negative COVID-19 lab result or a doctor's note that states the COVID-19 results were negative. They must have symptoms that are improving and be fever-free for at least 24 hours without the use of fever reducing medicine.

Positive results: The individual will not be in school and will follow local health department guidance. They will not return to school until the DOH has released them from isolation. Must provide the school with local health department paperwork and contact the school nurse before returning in person.

### Return to School after COVID-19 positive or COVID-19 contact

The district will refer to DOH for guidance regarding staff seeking to return to work after a suspected or confirmed case of COVID-19 or after the faculty or staff member had close or proximate contact with a person with COVID-19.

The district requires that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. The discharge of an individual from quarantine and return to school will be conducted in coordination with the local health department.

### COVID-19 Testing

The district Covid 19 Coordinator in conjunction with school administration and school nurses will ensure that necessary information is provided in order to ensure the safety of students, staff, families, and the community. Information will be provided in a manner to protect the

privacy of individuals as required. Multiple communication platforms may be used to share this information including a hot-line and information shared on the district web page.

In the event that a large-scale testing will need to be conducted at the school, the district administration will work with the following providers:

- [Warren County Public Health Department](#)
- [Glens Falls Hospital](#)
- [New York State Department of Health](#)
- [Dr. Martin J. Breen Lake George Central School Medical Director](#)

### Contact Tracing

The district will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school grounds, including students, faculty, staff, and visitors of the district.

To assist the local health department with tracing the transmission of COVID-19, the district has developed and maintained a plan to trace all contacts of exposed individuals in accordance with protocols, training, and tools provided through the New York State Contact Tracing Program.

Districts may assist with contact tracing by:

1. Keeping accurate attendance records of students and staff members
2. Ensuring student schedules are up to date
3. Keeping a log of any visitor which includes date and time, and where in the school they visited
4. Assisting the local health departments in tracing all contacts of the individual in accordance with the protocol, training, and tools provided through the NYS Contact Tracing Program

If/when COVID-19 cases are discovered in the school, in consultation with the local health department, the district will do the following:

- School staff will immediately report any illness of students or staff to the school nurse or other designated school staff. Such reports should be made in compliance with FERPA, and Education Law 2-d. If nurses choose to go to classrooms to make assessments of students, this also should be done in a manner that protects the student's confidentiality. Ideally schools should have two areas for school health personnel - one area for healthy students who have injuries or need their medications or nursing treatments, and another area for assessing and caring for ill students and staff. Both areas require a supervising adult to be present and should have easy access to a bathroom and sink with hand hygiene supplies. School nurses and other school health professionals assessing or providing care to ill students and staff should follow Transmission-based precautions which includes the use of appropriate PPE (see section on PPE).
- Students who screened positive for COVID-19 symptoms awaiting transport home by the parent/guardian must be isolated in an area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may be in this isolation area if they can be separated by at least 6 feet The CDC and NYSDOH recommends:
  - Closing off areas used by a sick person and not using these areas until after cleaning and disinfection has occurred;
  - Opening outside doors and windows to increase air circulation in the area.
  - Waiting at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible;
    - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
    - Once the area has been appropriately cleaned and disinfected it can be reopened for use.

- Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.
- Refer to DOH's "Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure" for information on "close and proximate" contacts"

Confidentiality must be maintained as required by federal and state laws and regulations. School staff should not try to determine who is to be excluded from school based on contact without guidance and direction from the local health department.

For more information about how COVID-19 containment efforts will be communicated to students, families and staff members, visit the Communication/Family and Community Engagement section of our reopening plan.

### School Closures

A closure refers to contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education and/or closing the school. The district will collaborate with the local health department and medical director to determine the parameters, conditions or metrics (e.g., increased absenteeism or increased illness in the school community) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.

### Health hygiene

The district will emphasize healthy hygiene practices for students and staff by providing initial and refresher education in hand and respiratory hygiene, along with providing adequate supplies and time for frequent hand hygiene. Signs will be posted throughout the school (e.g., entrances, restrooms, cafeteria, classrooms, administrative offices, auditorium, custodial staff areas) and regular messaging will be shared with the school community. Signage will be used to remind individuals to:

1. Stay home if they feel sick.
2. Cover their nose and mouth with an acceptable face covering when unable to maintain social distance from others or in accordance with any stricter policy implemented by the school.
3. Properly store and, when necessary, discard PPE.
4. Adhere to social distancing instructions.
5. Report symptoms of, or exposure to, COVID-19.
6. Follow hand hygiene, and cleaning and disinfection guidelines.
7. Follow respiratory hygiene and cough etiquette.

### Hand Hygiene

Students and staff must carry out the following hand hygiene practices.

- Wash hands routinely with soap (any kind) and water for at least 20 seconds.
- Dry hands completely after washing. Use paper towels to dry hands if available instead of a hand dryer if they are available.
- If soap and water are not available, use an alcohol-based hand sanitizer that is at least 60% alcohol. Hand sanitizer should be rubbed on the hands until it is completely absorbed. DO NOT dry hands if sanitizer is used.

Hand washing should occur:

- Before and after eating (e.g. snacks and lunch).
- After going to the restroom or after assisting a student with toileting.
- After using a tissue.
- Before and after using shared materials.
- Before and after putting on or taking off face masks.

- After coming in from the outdoors.
- Anytime hands are visibly soiled.

### Respiratory Hygiene

The COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes. Therefore, the district will emphasize the importance of respiratory hygiene.

Students and staff must carry out the following respiratory hygiene practices.

- Cover a cough or sneeze using a tissue. If a tissue is used, it should be thrown away immediately.
- If you don't have a tissue when sneezing or coughing, sneeze into your elbow.
- Wash your hands after sneezing or coughing.
- Face coverings are protective. Wearing a face covering will keep the respiratory droplets and aerosols from being widely dispersed into the air.

For more information about how hygiene information will be communicated to students, families and staff members, visit the Communication/Family and Community Engagement section of our reopening plan.

### Cleaning and disinfecting

The district will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including "Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19," and the "STOP THE SPREAD" poster, as applicable. Cleaning and disinfection logs will be maintained that include the date, time, and scope of cleaning and disinfection.

Students, faculty, and staff will be trained on proper hand and respiratory hygiene, and such information will be provided to parents and/or legal guardians on ways to reinforce this at home.

The district will provide and maintain hand hygiene stations around the school, as follows:

- For handwashing: soap, running warm water, and disposable paper towels.
- For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
- Accommodations for students who cannot use hand sanitizer will be made.

Regular cleaning and disinfection of the facilities will occur, including more frequent cleaning and disinfection for high-risk areas such as the nurse's office and frequently touched surfaces. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed.

The district will ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use.

For more information about how cleaning and disinfection information will be communicated to students, families and staff members, visit the Communication/Family and Community Engagement section of our reopening plan.

### Vulnerable populations/accommodations

We recognize that some students and staff members are at an increased risk for severe COVID-19 illness, live with a person who is at an increased risk, or simply do not feel comfortable returning to an in-person educational environment. It is our goal that these individuals are able to safely participate in educational activities. Reasonable accommodations will be provided on a case by case basis in accordance with education and employment law. The district mandates the following process in the case a mask can not be worn and will be determined on a case by case basis:

- **Student:** Parent/Guardian will provide a written request/documentation to the building principal. Principal or designee will work with the family to determine next steps
- **Faculty/Staff:** Written request with accompanying documentation will be sent to the immediate supervisor. Supervisor or designee will meet with employee to determine next steps

### Visitors on campus

No outside visitors or volunteers will be allowed on school campuses, except for essential business including the education, safety and well-being of students. Parents/guardians will report to the front office and not go beyond unless it is for the safety or well-being of their child. **Parents will not be allowed to volunteer in classrooms and/or participate in classroom or school events.** Essential visitors to facilities will be required to wear face coverings and will be restricted in their access to our school buildings.

- Effective June 7, 2021, face masks are not required to be worn outdoors on school grounds, including during outdoor school sports.

All visitors are required to have screening and temperature checks before entering the building

Visitors must follow all safety protocols as listed above.

### School safety drills

The district will conduct fire (evacuation) drills and lockdown drills as required by education law and regulation and the fire code without exceptions. Schools must continue to conduct mandatory fire and lockdown drills according to the existing statutory schedule. Drills will be conducted in a manner that maintains social distancing at exits and gathering points outside the building, while still preparing students to respond in emergencies. As such, it may be necessary to conduct drills in the school year using protocols that are different than they are used to. Regardless of the modification used when conducting a drill, 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. If schools reopen with a “hybrid” in-person model, such as one where students attend school alternate school weeks to reduce the occupancy of the school building, schools will be certain that all students are receiving instruction in emergency procedures, and participating in drills while they are in attendance in-person.

- Fire Code Section 404 requires that schools maintain Fire Safety, Evacuation, and Lockdown Plans and these plans include how lockdown and evacuation drills are conducted. Methods to promote and provide for social distancing during the evacuation drills will be included in the Fire Safety plans.
- Education Law § 807 requires that schools conduct eight (8) evacuation and four (4) lockdown drills each school year. When planning drills, consideration will be given to modifying the drill procedures to minimize risk of spreading infection. Conducting drills is an important part of keeping students and staff safe in an emergency; however, steps will be taken to minimize the risk of spreading infection while conducting drills.

**Fire Drills:** All students will be instructed by staff on how to safely follow the new procedures for fire drills. Students will be wearing masks during the day, including during drills. In order to accommodate physical distancing, the physical distance of students when exiting classrooms, in the hallways, and when outside of the building will be adjusted and closely monitored by staff. Furthering distance from the building will allow students to maintain physical distance requirements and avoid congregation. Use of masks will help to ensure safety throughout drills. Plans will be adjusted to reflect any changes.

**Lockdown Drills:** All students will be instructed by staff on how to safely follow the new procedures for lockdown drills. During lockdown drills, procedures for locking doors and reducing visibility into classrooms will still be followed. Students will be wearing masks during the day and will wear masks throughout the drill to help ensure their safety. Student desks can be utilized as appropriate to reduce sight lines. Students will be provided an overview of how to shelter or hide in the classroom in the event of an actual lockdown.

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### Facilities

In order to prevent the spread of COVID-19 infection in the district, facilities operations will be geared toward meeting social distancing requirements and cleaning frequently touched spaces regularly. In



carrying out projects or tasks supporting infection control, requirements will be met for changes associated with building spaces. Plans for changes or additions to facilities that require review by the Office of Facilities Planning (OFP), will be submitted to comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code.

The function, position and operation of stairs and corridor doors, which have closers with automatic hold opens (and are automatically released by the fire alarm system), will remain unchanged.

The district plans to meet the deadline for submission of Building Condition Survey or Visual Inspections on time. In addition, lead in water sampling will be carried out upon the reopening of school under conditions consistent with when the building is “normally occupied.”

Upon reopening, the district plans to increase ventilation, to the greatest extent possible. Water systems will be flushed in buildings that have been unoccupied.

### Facility Alterations and Acquisition

The district has implemented the following infection control strategies, which include changes to space utilization and/or alterations:

- Replacing cafeteria tables with physically distanced furniture
- Removing desks and other furniture in all classrooms to allow for physical distancing.
- Utilizing temporary storage on school grounds.
- NYSED approved moveable partitions will be installed as needed.

### Space Expansion

There are currently no plans to expand the square footage in our school buildings.

### Tents for Additional Space

There are currently no plans to purchase tents for additional space in our district.

### Plumbing Facilities and Fixtures

- Drinking fountains are off.
- Bottle filling stations are permitted.
- The district still has enough drinking water to meet building code.
- Water lines will be flushed prior to the start of school.
- Shared bathrooms will be modified including:
  - Installation of physical barriers between toilets and sinks if six feet of separation is not feasible
  - Use of touch-free paper towel dispensers in lieu of air dryers.

### Ventilation

- Adequate code-required ventilation will be maintained.
- Opening windows and doors will be utilized to the to the greatest extent possible to increase ventilation with outdoor air

### Child Nutrition

School meals will continue to be available to all students, including those attending school in-person and those learning remotely in compliance with the Child Nutrition Program requirements.



For information about how meal information will be communicated, visit the district's website at [www.lkgeorge.org](http://www.lkgeorge.org) to access additional information on this item.

### Meals onsite

For students onsite, meals will be provided while maintaining appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced. Masks are required until seated and whenever moving around during meal times.

The district will ensure social distancing between individuals while eating in the school cafeteria. If not feasible, meals may be served in alternate areas (e.g., classrooms) or in staggered meal periods to ensure social distancing and proper cleaning and disinfection between students.

**The sharing of food and beverages (e.g., buffet style meals, snacks) is prohibited, unless individuals are members of the same household.** Adequate space will be reserved for students, faculty, and staff to observe social distancing while eating meals.

Through the use of age appropriate classroom activities and signage, good hand hygiene habits will be promoted throughout the day.

#### Mealtime protocols

- All students will wash their hands/use hand sanitizer prior to eating.
- Existing procedures to protect students with food allergies will remain in place.
- Masks are required while moving during mealtime (garbage, bathroom, etc.).
- Students will eat in the cafeteria or classroom based on a predetermined schedule.
- Cafeterias and classrooms are already configured to maintain social distancing while eating.
- Food sharing is not allowed.
- Students will wash hands/ use hand sanitizer prior to resuming classroom activities.
- Eating areas will be cleaned and disinfected between student groups.

### Meals offsite/remote/ hybrid

- Meals will be available for students when parents/guardians request them when in Hybrid/Remote settings.
- Any individuals serving food at school events will be required to wear a mask and gloves.

## Transportation

The district will conduct transportation activities that are consistent with state-issued public transit guidance and NYSED School Reopening guidelines. Students and school staff must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated) and should maintain appropriate physical distancing to the extent practicable.

Students who are able will be required to wear masks and social distance on the bus to the extent practicable; however, students whose physical or mental health would be impaired are not required to wear a face covering, but must be appropriately socially distanced. Members of the same household may be seated within 6 feet of each other. Parents and legal guardians are encouraged to drop off or walk students to school to reduce density on buses.

All buses that are used every day by districts will be cleaned and disinfected twice a day.

School buses will not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district. School bus drivers, monitors and attendants must not carry personal bottles of hand sanitizer with them on school buses.

Wheelchair school buses will configure wheelchair placement to ensure social distancing of 6 feet.

Whether school is in session remotely or otherwise, pupil transportation will be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Plans have placed them out of the district whose schools are meeting for in-person sessions.

All students are entitled to transportation by the district to the extent required by law. Transportation departments do not have the ability or the right to deny transportation for children who are in foster care, homeless or attend private or charter schools. Parents who may have missed the due date to request out of district transportation due to a reasonable excuse may file a 310 appeal with the Commissioner of Education.

School bus drivers, monitors, attendants and mechanics are required to perform a self-health assessment for symptoms of COVID-19 before arriving at work. If personnel are experiencing any of the symptoms of COVID-19, they will notify their employer as per the reporting policies and seek medical attention.

School bus drivers, monitors, attendants and mechanics must wear a face covering along with an optional face shield.

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 COVID-19.

Drivers will be provided with Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses as well as hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages. Those that must have direct physical contact with a child must wear gloves.

Buses will be cleaned and disinfected after the AM run and again after the PM run.

When temperatures are above 45 degrees Fahrenheit, school buses will transport passengers with windows slightly opened to provide air flow.

#### **Transportation staff protocols:**

- An appropriate face mask will be worn at all times.
- Gloves may be worn if they choose to do so but are not required unless they must be in physical contact with students.
- Transportation staff will wash their hands with soap and water before and after am and pm runs to keep healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Germs can spread from other people or surfaces when you:
  - touch your eyes, nose, and mouth with unwashed hands
  - touch a contaminated surface or objects
  - blow your nose, cough, or sneeze into hands and then touch other people's hands or common objects

#### **Bus Routing Protocols.**

- Bus routes are designed to minimize student riding time and maintain social distancing
- Due to limited space, parents are encouraged to drop off and pick up their children

#### **Bus Riding Protocols**

- Masks are required at all times on the bus.
- Students will enter the bus upon the driver's signal and proceed to their assigned seat.

- Students are required to sit in the same assigned seat every day.
- Students will exit the bus upon the driver's signal.

For more information about training protocol for students and staff and how transportation information will be communicated, visit the Communication/Family and Community Engagement Section of this reopening plan.

### **Special Education:**

- Students with disabilities (SWD) will be prioritized for in-person learning consistent with all relevant health and safety protocols and guidelines
- Virtual school is only offered for medically fragile SWD as declared by medical professionals
- SWD will wear a face covering, unless the extent of their disability or a medical condition would preclude this with proper medical documentation. In such cases, alternate measures, including social distancing, PPE for staff and providers, and other related strategies will be implemented to reduce risk of transmission
- In the event of either temporary or longer-term school closure, remote instruction and teletherapy services will be provided following the IEPs to the greatest extent possible. Services may not be delivered the same manner in a remote situation that they are typically provided in person (in terms of group vs. individual sessions; specific group size; frequency, duration, location, special class size ratio...) but will prioritize to “match” as closely as possible with collaboration with parents.
- CSE meetings will be conducted virtually by Google Meet unless an in-person meeting is requested by the parent or the district due to unique circumstances
- Updated information regarding provision and delivery of services will be communicated with families by case managers and providers, posted on the district's website, consistent with the district's plan, as well during any subsequent changes the location or format of services and instruction that may be mandated due to COVID quarantine or in the event of a school closure.
- Resource link: [Special Education Q&A 21-22](#)

### **Social Emotional Learning:**

- LGCSO will use a consistent screening tool in the fall, winter and spring
- Teachers and student support personnel in our district will provide a social-emotional learning curriculum by delivering specific instruction, problem-solving, and various coping strategies
- Interventions are targeted through the Multi-Tiered Systems of Supports (MTSS) to promote the development and growth of social-emotional learning
- We will also provide periodic training for faculty and staff on how to support students during and after the ongoing COVID-19 public health emergency. This includes professional development on:
  - Trauma sensitive environments (TIE) including but not limited to physical and psychosocial safety, calm, connectedness, hope, efficacy.
  - Adverse childhood experiences (ACEs)
  - Restorative/community building practices
  - Coping, well-being and resilience skills
  - Self-care
- For students who MUST be out for a period of time due to mandatory quarantine, support will be provided before re-entry and upon return to in-person instruction in an effort to reduce re-entry anxiety and associated chronic absenteeism or school avoidance.
- Mental health professionals such as school counselors, school social workers and school psychologists will be available to support both staff and students as needed.

