

# **MOUNT SINAI SCHOOL DISTRICT**

## **REOPENING PLAN (Preliminary)**

### **2020-2021**

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This is a living document last updated August 13, 2020.

The Reopening Plan will be updated as additional guidance is received from New York State Education Department, the New York State Department of Health and the New York Governor's Office.

#### **Criteria for Reopening**

On July 13, 2020, Governor Andrew M. Cuomo announced new, data-driven guidance for reopening schools in New York State.

Schools in a region can reopen if that region is in Phase IV of reopening and if its daily infection rate remains below 5 percent, or lower, using a 14-day average since unPAUSE was lifted.

Schools will close if the regional infection rate rises above 9 percent, using a 7-day average, after August 1. New York State will make the formula determination during the week of August 1 to 7.

On August 7, 2020, the Governor stated that based on the State's COVID-19 infection rates, schools may open this fall but must follow the guidelines put forth by the CDC and the Department of Health.

#### **Mount Sinai Principles for Reopening**

- The goal of the district is to return all students to in-person instruction on a consistent basis.
- The health, safety and security of our students, staff and community is paramount in the successful reopening of Mount Sinai Schools.
- Mount Sinai School District will plan for three scenarios: All students In-Person; Hybrid Model (Blend of In-Person and Remote Learning) and all Remote Learning.
- It is critical to have strategies and supports for students, families and staff members in place for each phase of recovery (before reopening, immediately after reopening, long-term support and possible future closure).
- Due to the loss of In-Person education as a result of COVID19 closure, it will be necessary to deliver a program that ensures the successful growth of our students as they progress in the 2020 - 2021 school year.

#### **Formal Guidance Used to Develop the Mount Sinai District And Building Reopening Plans**

Districts received formal guidance from the CDC, the NYS Department of Health and the NYS Education Department. Facets of this guidance were used in developing our protocols and plans for possible "re-opening."

NYSDOH of Guidance: [https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K\\_to\\_Grade\\_12\\_Schools\\_MasterGuidance.pdf](https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K_to_Grade_12_Schools_MasterGuidance.pdf)

NYSED Preliminary Guidance\*:

<http://www.nysed.gov/common/nysed/files/programs/reopening-schools/nys-p12-school-reopening-guidance.pdf>

\* We frequently continue to receive updated guidance and Question & Answer documents.

## Communication

The Mount Sinai School District is invested in engaging school and community stakeholders in the development of the reopening plans. As a result various reopening committees were formed.

### **Mount Sinai Reopening Task Force:** Community and District Members

Board of Education President: Robert Sweeney	Board of Education : Anne Marie Henninger
Superintendent: Gordon Brosdal	Asst. Superintendant for Business: Linda Jensen
Executive Director of Educational Services: Deena Williams-Timo	
Principals: Rob Catlin; Elizabeth Hine and Peter Pramataris	
Mt. Sinai Teachers' Association: Mitch Wolman and Ron Feinberg	
Director of Technology- Ken Jockers	Director of PE, Health, Nursing & Facilities- Scott Reh
Director of Special Education- Doris Stanojev	Director of Humanities- Brigit DiPrimo
Psychologists: Terence Reilly, Diana Thorley and Sheila Moran	
Social Workers: Marcella Viscosi, Stephanie Candurra, Christa Marano and Kayla Muglia	
School Nurse: Kathy Pantino	
First Student Bus Co Representative: Tom McEnany	School Lunch Director: Marie Lane
PTO representative: Maureen Sweeney	FOA representative: Sandra Hart
Booster Club representative- Diane Tabile	SEPTO representative: Tina LoRusso

To date the Committee has met two times and will continue to meet on an ongoing basis.

### **Mount Sinai Reopening Committee:** administrators and faculty

Superintendent: Gordon Brosdal	Executive Dir. Of Educ Services: Deena Williams-Timo
Principals: Rob Catlin, Elizabeth Hine and Peter Pramataris	
Director of Technology: Ken Jockers	Director of PE, Health, Nursing & Facilities: Scott Reh
Director of Special Education: Doris Stanojev	Director of Humanities: Brigit DiPrimo
Director of Math, Science & Tech: Andy Matthews	Staff Developer: Tara Davidson
Mt. Sinai Teachers' Association: Mitch Wolman, Ron Feinberg & Melissa Mullen	

To date the Committee has met three times and will continue to meet on an ongoing basis.

### **Building Reopening Committees:** Building Administrators and Teachers

#### **Elementary School Reopening Committee:**

Principal	Assistant Principal
3 Teachers	School social worker
School nurse	Head custodian
CSEA representative (clerical)	

#### **Middle School Reopening Committee:**

Principal	Assistant Principal
School psychologist	4 general education teachers
2 social workers	1 special education teacher
School Nurse	Head Custodian
2 Guidance Counselors	2 teacher union members

2 clerical staff

1 non-instructional aide

### **High School Reopening Committee:**

Principal	Assistant Principals/Directors
School psychologist	General education teachers
Social worker	Special education teacher
School Nurse	Head Custodian
Guidance Counselor	MSTA building representatives
CSEA representative	Parent representative
Student representative	

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### **Ongoing Communications**

- All information necessary for the reopening of Mount Sinai School District will be posted to the district & building webpages.
- Information may also be communicated through School Messenger, email and/or the Mount Sinai School District Facebook page.
- At all times, the district will provide communications in the language spoken among families at home.
- Written plans will be accessible to those with hearing impairments.

To date, all NYSED and DOH guidelines for reopening have been posted to the website as well as letters from the Superintendent and Building Principals. A PowerPoint and video instruction was posted for students and parents regarding the use of Google Classroom.

Mount Sinai School District will utilize Google Classroom for remote learning and will provide Professional Development related to Google Classroom for teachers during the summer 2020.

Mount Sinai School District will provide Professional Development for teachers, prior to the reopening of schools during Superintendent's Conference Days. Topics will include, but are not limited to:

- CDC and DOH guidelines
- Use of face coverings & social distancing
- Disposing of PPE
- Observe for symptoms of COVID-19, signs of illness in students and staff.
- Protocol for sending symptomatic persons to the designated personnel.
- Proper hand hygiene
- Handling emergencies that arise during the school day.

During the first days of school all students will receive instruction appropriate to their grade-level regarding:

- Personal hygiene and hand washing
- Proper way to wear a face covering,
- Social distancing
- Respiratory hygiene
- Disposal of PPE

### **Health and Safety**

- Continued health and safety information will be communicated via the District webpage, School Messenger, District Facebook and letters from Administration.
- Face Masks will be required when Social Distancing cannot be maintained.

- Signage consistent with the CDC guidelines will be visible at the entrance to the Mount Sinai School District Campus and the entrances to each Building on campus.
- Signage consistent with the CDC guidelines will also be posted throughout the halls, offices and classrooms in all buildings.
- Signage regarding appropriate hand washing will be posted in bathrooms.
- Daily Health and Temperature screenings will be required of all students and staff prior to entry into buildings.
- Parents will be instructed to observe for signs of illness in their child.
- Parents will be instructed to have children remain home if they have signs of illness or temperature above 100.0.
- When screened on campus, students or staff with a temperature above 100.0, other symptoms or positive responses to the health questionnaire will be sent directly to a dedicated isolation area prior to being picked-up and sent home. Students will be supervised in this area until they are picked-up by parent/guardian.
- Visitors and guests will not be permitted in the school buildings.
- Contractors requiring access to the building to perform work related duties will need to participate in the health screening and temperature check prior to entry.
- In all three buildings, deliveries will be made through a dedicated door near the custodial offices. Delivery people will not enter the buildings, but will hand-off packages to custodians.
- Signs and demarcations on chairs, in hallways and classroom floors will assist with maintaining social distancing of 6 feet or more.
- Hallways will be dedicated to one-way traffic where possible. One-way passage will be marked with signage.
- The District will continue to maintain adequate supplies of face coverings for staff, students (who forget or soil their masks) and PPE for use by school health professionals.
- All staff will follow the protocol for actions to be followed if there is a confirmed case of COVID-19 in the school building.
- The district will work with the local health department and follow the DOH and CDC guidance for the return to school of students and staff following a positive screen for COVID-19 symptoms, illness of diagnosis or following quarantine due to contact with a confirmed case of COVID-19.
- Cleaning and disinfecting all buildings will occur throughout the day and cleaning/disinfecting logs will be maintained by Custodians.
- The COVID-19 safety coordinator for each building is the building Principal:
  - Mr. Rob Catlin- Elementary School
  - Ms. Elizabeth Hine-Middle School
  - Mr. Peter Pramataris- High School

## **Facilities**

- Alcohol-based Hand Rub Dispensers are available in multiple locations in all buildings.
- The District will provide an area outside each school building to allow for social distancing during lunches (Weather permitting).
- Toilets and sinks will be cleaned and disinfected throughout the day.
- Drinking fountains will be non-functional. Water-bottle filling stations will continue to be open for student use.
- Ventilation systems have been tested and serviced.
- Windows in instructional areas can be opened for increased ventilation.

## **Child Nutrition**

- All students who receive Free & Reduced Lunch, whether attending In-Person or Remote Learning will be provided school meals on a daily basis.
- All students will be required to socially distance (6 ft. or more) during meals as they will not be wearing their mask while eating.
- Areas where students eat will be set-up to ensure social distancing (of 6 ft. or more) during meals.
- Students will be provided the time to wash their hands before and after each meal.
- There will be No buffet style service for meals.
- Students will be provided pre-packaged lunches.
- Students in the Free and Reduced Lunch Program will be provided Grab and go lunches on remote learning days.

- Meals will adhere to the Child Nutrition Program requirements.
- If meals are occurring in places other than the Cafeteria (outside area, classroom etc.) the procedures for protecting students with food allergies will be followed.
- When meals are provided in the Cafeteria or other shared space, all tables, chairs and surfaces will be cleaned and disinfected prior to the next group of students.

### **Transportation**

- All students on the bus will wear a mask if they are physically able
- If a student has a disability which would prevent them from wearing a mask, they will not be denied transportation
- All school busses will be cleaned/disinfected once daily, with high contact spots wiped down more frequently
- Busses will not carry hand sanitizer due to the combustible composition
- Bus drivers, monitors, attendance and mechanics must wear a face covering.
- Transportation staff coming in contact with a student must wear gloves.
- The District requires that transportation staff perform a self-health assessment for symptoms of COVID-19 before arriving for work.
- Transportation staff will be trained and provided ongoing training in the proper use of PPE, the symptoms of COVID-19, social distancing.
- The transportation company agrees to provide PPE for transportation staff.
- If the District opens with a hybrid model or all remote instruction, transportation continue to be provided to nonpublic, parochial, private, charter schools of students whose IEP have them placed outside the district whose schools are conducting in-person instruction.

### **Social Emotional Well-Being**

- Students/families will be asked to participate in a Social Emotional Well-Being survey prior to the beginning of the school year.
- School psychologists, social workers and guidance counselors will work together to identify and provide additional support to at-risk students.
- School psychologists and social workers will provide students and families with resources and referrals to address ongoing mental health issues.
- School psychologists and social workers will serve as a resource for faculty on ways to talk with and support students during and after the ongoing COVID-19 pandemic, as well as provide support for developing coping skills for students and staff.

### **School Schedules**

#### All In-Person Model:

- The goal of Mount Sinai School District is to return all students to in-person instruction on a consistent, daily basis.
- Due to the nature of COVID-19, the risk of community transmission and the need to follow mandatory guidelines for reopening the buildings the district needs to prepare for a hybrid model of instruction.

#### Hybrid Model:

#### Grades K-5:

- Students in Grades K-5 will be able to attend In-Person instruction four days per week (Monday, Tuesday, Thursday and Friday). They will engage in Remote Learning one day per week (Wednesday).

- Sample Schedule for K-5 Instruction:

Monday	Tuesday	Wednesday	Thursday	Friday
K-Gr 5 In-Person	K-Gr 5 In-Person	Remote Learning All Students	K-Gr 5 In-Person	K-Gr 5 In-Person

Grades 6-12:

- Students will attend In-Person instruction two days per week and Remote Learning three days per week.
- Students will be assigned to Cohort A or Cohort B. Assignment to a cohort will be alphabetical based on the student’s last name.
- All efforts will be made to have students from the same household attend instruction with the same cohort, even if the last names are not the same.
- Sample Schedule for 6-12 Instruction:

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A In-Person	Cohort A In-Person	Remote Learning All Students	Cohort B In-Person	Cohort B In-Person
Cohort B Remote	Cohort B Remote		Cohort A Remote	Cohort A Remote

- Students receiving special education programs in self-contained classrooms Grades K-12 will be able to attend In-Person instruction four days per week. The mandatory cap on the number of students in special classes and the physical size of the classrooms will allow for the mandatory social distancing. Students will engage in Remote Learning one day per week.

All Remote Learning:

- Will be available should there be another emergency closure by the Governor.
- Will be available for students unable to attend In-Person instruction.
- Participation in Remote Learning is expected and Attendance will be taken through Google Classroom.
- Remote Learning may consist of synchronous and asynchronous instruction dependent upon the course/teacher.
- The Remote Learning Stakeholders expectations are posted on the District’s website.

**Attendance and Chronic Absenteeism**

- Attendance will be taken daily in the In-Person, Hybrid and Remote Learning Models
  - In-Person attendance will be taken by the teacher as customary prior to COVID-19.
  - Remote Learning days- Student attendance will be recorded by their login to Google Classroom for that day.
- Students are expected to engage in Remote Learning. Teachers will contact student/parent if absences occur. Consistent absences will be reported to the Principal and follow-up with the student and parent will occur.

**Technology and Connectivity**

- The District's reopening survey included questions regarding access to devices and internet service.
- The District provided devices and internet access to students and teachers in need of such services during the COVID-19 closure.
- In the interest of equitable access, the district will continue to provide devices and internet service to those students with limited access.

### **Teaching and Learning**

- The Mount Sinai District Reopening Plan as well as the Reopening Plans for the three schools provide for various learning models including In-Person, Remote Learning and A hybrid model of instruction.
- The Mount Sinai School District will provide an educational program for all students that is aligned to the NYS Learning Standards in all models of instruction provided during the 2020-2021 school year.
- In addition to In-Person and Remote instruction, teachers are expected to engage in communication with individual students/parents on a weekly (Elementary students) or every other week (Secondary students) basis.
- Contact between students/parents and faculty can occur through various means (phone calls, emails, Google Meet etc.).
- Parent inquiries will be answered within 24 hrs. during school hours on school days.

### **Special Education**

- Maximizing access and equity of instruction and learning for students with a disability is a priority for the Mount Sinai School District.
- All models (In-Person, Remote Learning and Hybrid Model of instruction) will provide FAPE consistent with the need to protect the health and safety of students with disabilities and the providers of programs and services.
- Students attending special education programs in self-contained classes in the district will attend In-Person instruction four days per week. The class cap and room size will allow for mandatory social distancing.
- The Director of Special Education will maintain ongoing communication and collaboration with providers of programs outside the district where Mount Sinai students attend based on CSE recommendations and IEP plans.
- All Student with disabilities will receive programs, services and accommodations in accordance with their IEP.
- All students with a 504-Accommodation plan will receive accommodations in accordance with their plan.

### **Bilingual Education and World Languages**

- The district will ensure that the ELL identification process is complete within 30 school days of the start of the school year for students who enrolled during the COVID-19 School closure in 2019-2020 and during the Summer 2020.
- The district will ensure that the ELL identification process is complete within the first 20 days of the school year for those students enrolling for the 2020-2021 school year.
- After the flexibility period, Identification of ELL's will occur within 10 school days of initial enrollment as required by Commissioner's Regulation Part 154.
- During In-Person or hybrid models of instruction, the district will provide required instructional Units of Study to all ELL's based upon their most recent measure of English Language Proficiency level.
- All communications with parents/guardians of ELL's will be provided in their preferred language or mode of communication.

### **Teacher and Principal Evaluation System: APPR**

Teachers and Principals will be evaluated pursuant to the District's currently approved APPR plan.

