

ROBERT M. GRABLE Jr.
MOUNT SINAI HIGH SCHOOL
REOPENING PLAN (Preliminary)
2020-2021

Based on New York State DOH Guidance-As of July 31, 2020

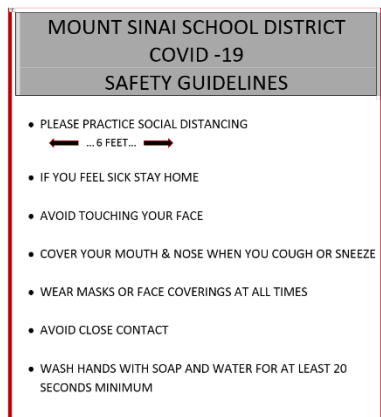
I. People

A. Social Distancing and Face Covering

✓ Social Distancing	<ul style="list-style-type: none"> • All students desks to face in same direction and be 3-6 ft. apart as class size allows. When less than 6', students and teachers to wear face coverings at all times. • The High School will require face coverings for entrance to the building and passing in hallways and common areas. • The High School will establish one way traffic patterns and a designated up and down staircase identified with arrows and signage. • One student in bathroom at a time and monitored by hallway aides/duty teachers. • Monitor to ensure they wash hands and utilize hand sanitizer prior to return to class. • All required safety drills will be completed following social distancing guidelines. • Daily PA announcements in early weeks of school returning will remind students that social distancing measures are for everyone's health and safety.
✓ Face Coverings	<ul style="list-style-type: none"> • Individuals will wear face coverings when unable to properly social distance in the classroom. • Face coverings were added to grade and department supply list as an optional item. • The High School will have washable face coverings available to distribute as needed if student forgets to or

cannot provide their own on any given day.

- Removal of face coverings permitted for eating and drinking only or when teacher permits a facemask break in the classroom with proper social distancing.
- During faculty meeting, instruction to be provided by nurse as to proper wear and removal and/or disposal of face masks.
- Video on the proper wear and removal of facemasks (as well as other CDC measures to prevent germ spread) to be played for students in class on first day of school as re-opening requirement.
- No vendors or visitors will be allowed in school when in session with teachers and students so no need for additional training by nurse.
- CDC posters on face coverings (and other germ preventive measures) will be posted throughout the building prior to reopening.
- Signage displayed outside the building’s main entrance for reviewing prior to entering with reminders to stay home if sick or symptomatic.



- Signs of similar nature hanging as posters around the building.

✓ **Social Distancing for Certain Activities**

- Chorus and Band will meet in small instrumental group lessons in an appropriate location to meet distancing requirements.
- Inclement weather days, groups will meet in café, auditorium or designated classrooms for alternate lessons and video instruction that does not require voice projection or blowing an instrument.
- PE instruction will be outdoors (weather permitting) for socially distanced individual stretches/calisthenics/walking on track or in small group classroom areas for mental health or mindfulness curriculum instruction in coordination with social worker.
- No group play or games permitted at any time during school day for PE classes.

✓ **Space Configurations**

- The High School will provide outdoor space for lunch weather permitting.
- If inclement weather, designated classrooms will be used for lunch area to maintain social distance spacing.
- Auditorium seats to be marked off every two to maintain social distance for orchestra meeting groups. Students not meeting for small group instruction on stage will be seated apart and listen to teacher from auditorium seats.
- Hallways will be designated one-way for all students.
- There will be no visitors allowed into the school or items dropped off while students are in the building. This to be communicated via Principal letter mailed home and video link to inform of changes to school operations.
- The library will remain closed and books will be checked out via a request and delivery system to appropriate classes. (Books checked out and returned to be wiped with disinfectant wipes after each student use.) Digital Libraries may also be used to minimize person-to-person sharing of materials.
- Librarian will instruct on skills in classrooms only.
- No classes allowed to use library for research projects as no book sharing allowed. Students may use time in Remote Learning to access digital resources for projects.
- Library tables have been repurposed in different areas to promote distancing.
- Testing accommodations to be completed in library to keep grade level cohorts separated.
- Nebulizer asthma treatments to be performed in the nurse’s screening room with door closed.
- Secondary screening area (isolation room) will be set up in the Main lobby.
- Isolation room designated for students with temperature above 100.0 to await parent/guardian pick up. Student to be supervised by nurse or another adult in full PPE.

✓ **Schedules**

- Given the current NYS DOH and NYSED guidance, it will not be possible for all students to receive daily In-Person instruction.
- A Hybrid Model of instruction will be utilized in the High School. The Hybrid Model is an AA/ BB schedule developed with alpha groups A-Kh and Ki-Z to halve the class sizes and provide “in person” direct instruction to students two days per week and “remote learning” instruction three days per week.
- Sample Cohort schedule for In-Person instruction

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	Cohort A	Remote Learning	Cohort B	Cohort B

- Students will be assigned one of six entry doors to be used for arrival and departure.
- Lockers will not be utilized for any students in any grade.

<p>✓ Signage</p>	<ul style="list-style-type: none"> • CDC signage from website have been made into posters and will be hung throughout all areas of the building. • One way traffic arrows and social distance markings will be placed on floor all around the building and in café. • Other signs over all bathroom sinks are shown below: <div data-bbox="873 375 1180 586" data-label="Image"> </div> <ul style="list-style-type: none"> • Auditorium seats will be marked off as “Please Do Not Use This Seat” for social distancing students.
<p>B. Gatherings</p>	
<p>✓ Meals</p>	<ul style="list-style-type: none"> • No sharing of food will be allowed. Café duty teachers will inform students daily with their announcements. • Bagged breakfasts and lunches to be offered only. No buffet style serving. • Signage placed on floor to mark off social distanced student serving line/POS. • Cafeteria duty teachers to ensure students are served by small limited table groups as socially distanced markers free-up after others are served • Outdoor seating area added to socially distance tables weather permitting. Designated classrooms used if inclement weather as secondary location. • If hybrid model or all remote learning opening, students with Free and Reduced Lunch will be able to get their requisite number of meals as per Mount Sinai School District distribution plans.
<p>✓ Small Spaces</p>	<ul style="list-style-type: none"> • Faculty lounge will be reconfigured to properly social distance. • Faculty lounge will be used for staff meals and not exceed 50% capacity.
<p>✓ Faculty and Staff</p>	<ul style="list-style-type: none"> • Any in-person Faculty meetings to be held in large gathering space (Gym or auditorium with social

Meetings	<p>distanced seating).</p> <ul style="list-style-type: none"> • Remainder of monthly faculty meetings will be conducted via email, or Google Meets.
✓ Ventilation	<ul style="list-style-type: none"> • Windows will be opened in all classrooms whenever possible to improve air circulation. • Large fans will be utilized to keep air flowing in hallways prior to arrival of students and during the midweek cleaning day.
✓ Common Areas	<ul style="list-style-type: none"> • Marked standing areas will be placed in the four corners of the elevator and masks must be worn by all riders. • Touchless hand sanitizer stations will be placed in several common areas of the building to include main entrance, cafeteria, and multiple hallways and cafeteria. • Vending machines (if allowed by CDC) buttons will be wiped down before and after each student lunch period and not be allowed during the other periods of the school day. • No water fountains will be functioning except bottle filling stations. • Only one student permitted in a rest room at a time and entrance /exit monitored by staff and aides. • Custodial and clerical staff schedules have staggered start and stop times. Lunch and coffee breaks are taken individually.

C. Operational Activity

✓ Cohorts	<ul style="list-style-type: none"> • The Hybrid Model will consist of an AA/ BB schedule developed with alpha groups A-Kh and Ki-Z to halve the class sizes and provide “in person” direct instruction to students and “distance learning” instruction to the other group at least two days of the week. • Sample schedule of cohort Hybrid Model instruction <table border="1" data-bbox="856 1105 1602 1279"> <thead> <tr> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> </tr> </thead> <tbody> <tr> <td>Cohort A In-Person</td> <td>Cohort A In-Person</td> <td rowspan="2">Grades 9-12 Remote</td> <td>Cohort B In-Person</td> <td>Cohort B In-Person</td> </tr> <tr> <td>Cohort B Remote</td> <td>Cohort B Remote</td> <td>Cohort A Remote</td> <td>Cohort A Remote</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Music Lesson groups will be created within each cohort group. 	Monday	Tuesday	Wednesday	Thursday	Friday	Cohort A In-Person	Cohort A In-Person	Grades 9-12 Remote	Cohort B In-Person	Cohort B In-Person	Cohort B Remote	Cohort B Remote	Cohort A Remote	Cohort A Remote
Monday	Tuesday	Wednesday	Thursday	Friday											
Cohort A In-Person	Cohort A In-Person	Grades 9-12 Remote	Cohort B In-Person	Cohort B In-Person											
Cohort B Remote	Cohort B Remote		Cohort A Remote	Cohort A Remote											
✓ In-Person Instruction	<ul style="list-style-type: none"> • Cohort A students will attend school Monday and Tuesday. • Cohort B students will attend school Thursday and Friday. • Students in self-contained special education programs will attend all four days (Monday, Tuesday, 														

	<p>Thursday, Friday) of instruction as class size is small enough to socially distance without creating separate cohorts.</p> <ul style="list-style-type: none"> ● Special education services such as RR and CTD direct period of instruction may be done remotely and to the extent possible, all days the student is in attendance. ● All special education programs and services will be delivered according to the student’s IEP. ● All students receiving ELL instruction will attend a minimum of two days a week of in-person instruction and will be coordinated by ELL teacher for students with family members in the ES and HS so all attend with same schedule. (The two days may be altered from AA and BB schedule as needed with distance learning completed on other three days). <p>SOCIAL EMOTIONAL HEALTH CONSIDERATIONS</p> <ul style="list-style-type: none"> ● The school psychologist, social workers and guidance counselors will work together to identify and provide support to “at risk” students due to the shut-down, social isolation and changes in family circumstances (family member illness, death, unemployment etc.). ● Physical education teachers will work in conjunction with social workers to prepare and implement stress reducing, mindfulness, and mental health curriculum in their classes. ● The social workers will continue to update the Mindful Monday, Wellness Wednesday and Fun Friday activities on their website Mindful Connections. https://sites.google.com/mtsinai.k12.ny.us/msmindful ● Social-Emotional Well-Being Back to School surveys will be completed by social worker to gather information about student and faculty mental well-being and form counseling groups or meet with individuals for “check ins.”
D. Movement and Commerce	
<p>✓ Student Drop-Off and Pick-Up</p>	<ul style="list-style-type: none"> ● Students will be assigned one of four entry doors to be used for arrival and departure. ● Students that do not have the required proof of temperature from home will be directed to a screening area. ● Temperature checks will be conducted outside the building at a designated location upon arrival via touchless thermometers and/or free-standing temperature check stations. ● If the student has a temperature above 100.0, the nurse will be called by radio to escort student to isolation waiting room for pick up by parent/guardian. ● Parents will sign the student out at main entrance vestibule. ● Security window personnel will contact the nurse who will escort the student to their parent. ● A FAQ sheet about covid-19 symptoms and a doctor’s note of negative test result to return to school will be provided by nurse.
<p>✓ Deliveries</p>	<ul style="list-style-type: none"> ● All UPS/Fed Ex and other deliveries will be made to custodial rear entrance door.

	<ul style="list-style-type: none"> ● Interoffice mail delivery will be completed at this same door to limit the custodian from entering all three buildings and limit transmission of germ and covid-19 virus.
<p>✓ Faculty/Staff Entrances and Exits</p>	<ul style="list-style-type: none"> ● All faculty will follow traffic patterns of the building during the school day to set the example for students. ● Morning entrance will be at main entry door to allow the one directional flow of staff who will sign in at the greeting window. ● The same arrival entries will be used for aides. ● All staff will have to follow traffic patterns to get to Main Office and all of their assignments.
<p>✓ Shared Objects</p>	<ul style="list-style-type: none"> ● No PE or hallway lockers will be used by students. ● To the greatest extent possible, online textbooks will be utilized by students for core subjects. Students will be assigned their own textbooks. Textbooks may also be mirrored on the Smart Board for whole class reading. If hybrid model opening, textbooks shared by only two students will be wiped with disinfectant wipes between AA and BB sessions during the Wednesday deep cleaning day. ● Teachers who use handheld whiteboards in class will assign students their own for the year. ● Computer classes will be assigned to one of each of the four laptop labs so as to minimize shared keyboards to the greatest extent possible. Hand sanitizer or wipes will be provided to students prior to use. ● Science lab equipment will be utilized by one student. ● If it is not possible to provide individual lab equipment or materials, each lab will rotate students maintaining social distancing guidelines and cleaning/sanitizing protocols. ● Virtual labs or teacher demo labs will be provided when possible to provide equitable access to instruction. ● Students will maintain and use their own supplies and will not borrow writing implements. All students will come prepared to class with their own items. ● The Director of Fine Arts and Music will determine the best practice for band and chorus small group instruction and ensure the equitable distribution of band instruments. ● No wind instruments will be shared by students. ● Percussion instruments will be cleaned/sanitized between student use. ● Parents may rent instruments for single student use from local music stores to the greatest extent possible. ● Teachers will minimize student use of Smart Board utensils and coming to the board to tap/touch the screen to the greatest extent possible. ● During sport seasons (when allowed), students on teams will not share lockers and observe social distancing before and after practices to change and retrieve needed equipment.

II. Places

A. Personal Protective Equipment

✓ PPE

- The district will provide faculty and staff washable, re-usable protective face covering upon return to school.
- Washable, re-usable child sized face coverings are provided to students if they need one. Paper masks to be provided after each receives the re-usable face covering.
- Plastic face shields will be provided to faculty and staff as needed.
- All personnel in buildings will be required to wear face coverings in the hallways and common areas, especially if unable to maintain 6' social distance from others.
- Staff assigned to health office will utilize proper PPE at all times when dealing with students.
- Superintendent Written Directive to comply with Covid-19 preventive measures posted on District Website for all visitors to campus with disciplinary consequences for those in violation ranging from Code of Conduct(students), banned from school events and campus entry (parents, visitors, and vendors).

B. Hygiene, Cleaning and Disinfection

✓ Hygiene

- Touchless hand sanitizer stations will be placed in several areas of the building to include main entrance, cafeteria, and multiple hallways.
- All classrooms will be equipped with touchless hand sanitizer units.
- All classroom teachers will be given pump-type hand sanitizer dispensers, which the teacher will operate and give frequent “sanitizing” breaks to students.
- For those students who cannot use hand sanitizer, they will be excused to wash hands at the nearest bathroom.
- Custodians will clean horizontal surfaces and door handles periodically throughout the day.
- Custodians will maintain daily cleaning and disinfection logs for their assigned areas of responsibility.
- District hired maintenance night crew will maintain similar cleaning and disinfection logs.
- The School Physician will approve all sanitizers used.

✓ Cleaning and Disinfection

- Custodians will clean horizontal surfaces and door handles periodically throughout the day.
- Custodians will maintain daily cleaning and disinfection logs for their assigned areas of responsibility.
- Disinfecting wipes will be located at the entrance to each computer lab.
- Garbage cans are located in hallways throughout the building for students to dispose of wipes and personal garbage.
- Water bottle filling stations are operable in strategic common areas.
- Students supply lists were revised to add the use of a refillable water bottle and face masks.
- Deep cleaning will occur by custodial staff between cohort scheduled days (Wednesday no students in attendance).
- Plastic (no latex) gloves will be made available to staff upon request.

<p>✓ Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case</p>	<ul style="list-style-type: none"> • The area or areas that the suspected or confirmed COVID-19 faculty, student or staff member used will be closed off immediately. • Classes may have to relocate at a moment's notice so a period-by-period empty classroom space grid will be created prior to the first day of school. • The local health department will be consulted to determine if school closure is necessary, or simply a closure of the affected areas. • All doors and windows in affected areas will be opened to increase circulation. • The areas will be cleaned and disinfected after 24 hour waiting period (or as long as necessary).
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C. Coordination and Phased Reopening

<p>✓ Coordinator</p>	<ul style="list-style-type: none"> • Peter Pramataris, the building principal will serve as the COVID-19 coordinator.
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. Communications Plan

	<p>A building Re-opening Committee was formed and included the following:</p> <ul style="list-style-type: none"> • Principal • Assistant Principals/Directors • General education teachers • Special education teacher • School psychologist • Social worker • School Nurse • Head Custodian • Guidance Counselor • MSTA building representatives • CSEA representative • Parent representative • Student representative <ul style="list-style-type: none"> • First meeting held on July 7, 2020 at 10:00am. Meetings will continue throughout the year. • Subsequent contact regarding Reopening Guidelines distributed via email on July14, 2020 for input and feedback • Subsequent NYS DOH plans sent July 24, 2020 for review prior to finalizing with DO and BOE.
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	<ul style="list-style-type: none"> ● District Remote Learning Committee was formed and included the following staff members: <ul style="list-style-type: none"> ● Superintendent ● Executive Director of Educational Services ● Building Principals/Directors ● MSTA Executive Board ● Special Education teachers ● General Education teachers ● Support Staff representatives ● First meeting of the Remote Learning Committee was held on June 22, 2020 and July 21, 2020. ● Subsequent Remote Learning documents distributed to members via email prior to finalizing with DO. ● District Remote Learning documents to be posted on webpage once finalized at District level ● District parent survey results to be part of re-opening decisions with regard to hybrid instructional model, transportation, and attendance of students in fall. ● Re-opening plans for High School (grades 9 – 12) to be incorporated into District level submission to NYSED by July 31, 2020 pending Board of Education approval. ● Back to School video to be created to inform parents and students of new arrival and daily procedures. Video to be posted prior to first day of school and Instant Alert sent to High School households. ● Virtual building map will be created by Media Production Club.
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III. Processes

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A. Screening and Testing	
<ul style="list-style-type: none"> ✓ Health Screening and Temperature Checks 	<ul style="list-style-type: none"> ● Non-contact thermometers were purchased for screening of all staff and students upon arrival each day. ● If anyone presents with a temperature over 100.0 degrees, they will be sent to a separate location via nurse escort until parent pick up. ● Staff and faculty will affirm four noted questions from CDC and DOH regarding recent contact with covid-19 positive test result person and own personal symptoms prior to entrance into building. Decision on protocol for staff use of FOB or scholar chip swipe in answering these questions being determined.
<ul style="list-style-type: none"> ✓ Positive Screen Protocols 	<ul style="list-style-type: none"> ● Students who screen positive will be immediately escorted by nurse to the designated COVID waiting area. ● Parents or guardians will be provided with information regards to healthcare testing and return to school needs upon pick up. ● The high school principal, Peter Pramataris, or in the event of his absence, his designee, will serve as the central point of contact for all Covid-19 information and test results. ● Direction from local DOH regarding positive test protocol to be followed with regard to contact tracing, partial or full school closure, and student return to school setting.

	<ul style="list-style-type: none"> All confidentiality and HIPAA guidelines will be adhered to with regard to positive test results of staff or students.
In-Person Screening	<ul style="list-style-type: none"> All staff members who provide in-person screenings will be provided with: N95 masks, face shields, gowns, gloves Staff members conducting screenings will also be trained by district medical staff in appropriate protocols.
B. School Health Offices	
	<ul style="list-style-type: none"> Students who develop Covid-19 symptoms during the day will be sent to wait in the designated Covid-19 area while supervised from a distance by a staff member with proper PPE. Staff members who care for suspected or confirmed individuals will be equipped with: N95 masks, face shield, gloves, gowns
C. Tracing and Tracking	
✓ Metrics	<ul style="list-style-type: none"> The Mount Sinai School District will follow the metrics provided by New York State Department of Health and the Suffolk County Department of Health to monitor the level of COVID-19 transmission in the surrounding area. When COVID-19 cases are discovered at the High School, the local health department will be consulted regarding closures. When possible, school will remain open and classes and/or other areas will be closed prior to a schoolwide closure
✓ Notification	<ul style="list-style-type: none"> The school nurse or building administration will contact the local health department when a positive COVID-19 diagnostic test is reported by an individual in school facilities or on school grounds (student, parent, faculty, staff, and visitor). Appropriate follow-up actions will be taken.
✓ Tracing Support	<ul style="list-style-type: none"> A building administrator or school nurse will contact the local DOH when a positive Covid-19 test result is reported. Contact tracing and other directions will be conducted at the direction of the DOH, ensuring that confidentiality of the individual is maintained.
Quarantine, Isolation and Return to School	<ul style="list-style-type: none"> The District will consult with the state and local health departments regarding monitoring and movement restrictions of COVID-19 infected or exposed persons, including isolation or quarantine. School administration will notify all parties who have come in contact with a person with COVID-19 while

also maintaining confidentiality and HIPPA requirements.

- The District will refer to the DOH “*Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infections of Exposure*” for faculty and staff seeking to return to work after a suspected or confirmed case of COVID-19 or following close contact with a person with COVID-19.