

# Jericho School District School Re-opening Plan 2022-2023

## **Introduction**

The district has made the following recommendations for the reopening of schools in August 2022:

## **General Guidelines**

- All students K-12 will be in school
- There will be no remote teaching or learning. All instruction will be in-person only. If a student is ill for an extended period of time, a doctor's note is required and home teaching will be provided
- Home schooling will be permitted when all of the NYS guidelines for home schooling are followed
- Any instances of COVID infection will be reported to the school nurses and then to the Superintendent. All CDC protocols will be followed for isolation and return to school/work.

The district will:

- Maintain safety protocols established by the CDC, NYS Health Department, the NYS Governor's Office and the Nassau County Executive's Office
- Continuously review procedures for meetings, assemblies, field trips and all large group gatherings

The following procedures will be established:

### **1. Communication/Family and Community Engagement**

The district remains committed to communicating all elements of reopening to students, parents and guardians, staff and visitors. The plan is available to all stakeholders via the district website at [www.jerichoschools.org](http://www.jerichoschools.org), and will be updated throughout the school year, as necessary, to respond to local circumstances. The link to the plan appears on the website homepage. The procedure will be to present all options to all district stakeholders and post the plans on each building's website and/or the district website.

As part of its planning for the reopening of schools and the new academic year, the district has developed a plan for communicating all necessary information to district staff, students, parents/guardians, visitors and education partners and vendors. The district will use its existing communication channels as well as appropriate signage and training opportunities to support the dissemination of consistent messaging regarding new protocols and procedures, expectations, requirements and options related to school operations throughout the pandemic. All communication and signage will be in multiple languages.

The district is committed to establishing and maintaining regular channels of communication, has reviewed, and determined which methods have proven to be the most effective in communications

with our school community. The district will rely on email, blast email, district website and robocalls to communicate news, requirements and updates related to reopening and in-person instruction, including social distancing requirements, proper wearing of face coverings and proper hand and respiratory hygiene. The information that we will share will be based on state guidance.

The district will use existing internal and external communications channels to notify staff, students and families/caregivers about changes and or developments in the district plan.

The district will follow its existing engagement and communication protocols with parents regarding the provision of special education services for their children.

In addition, the district will make every effort to ensure that communication to parents/legal guardians is in their preferred language and mode of communication.

The district is committed to ensuring that all of its students and their families are taught and re-taught new expectations related to all public health policies and protocols. As part of this continuous training, the district will assess the best approach to communicating the information for each students' age group and will provide frequent opportunities for students to review these policies and protocols. These trainings will cover:

- Hand hygiene
- Respiratory hygiene
- Identifying symptoms

## **2. School Closures**

The district is preparing for situations in which one or more school buildings need to close due to a significant number of students or staff testing positive for COVID-19 or a considerable regional increase in COVID-19 cases.

The district may choose to modify operations in one or more schools prior to closing to help mitigate a rise in cases. The district will consult the Department of Health when making such decisions.

School building administrators will communicate with each other regularly and, if needed, will consider closing school if absentee rates affect the ability of the school to operate safely.

In the event a person becomes ill with COVID-19 like symptoms while at school, the following procedure will be followed:

- The person will be moved to a predetermined isolation room or area to separate anyone who exhibits COVID-19 like symptoms
- Transportation arrangements will be made to transport the sick person home or to a healthcare facility
- Areas used by a sick person will be closed off and not used before cleaning and disinfection
- Sick staff members and children will be advised not to return until they have met Department of Health criteria.
- The District will consult with the local health department when making decisions on school closures

In the event that the school is notified that an employee or student has tested positive for COVID-19, the employee or student will isolate for 5 days and upon return to school/work will wear a face covering for an additional 5 days.

Students may also return if the student's health care provider approves them to do so in writing.

### **3. Health & Hygiene**

- Staff will be directed to stay home if they are sick and parents will be encouraged to keep sick children at home
- Parents and/or guardians will certify that they will self-monitor their children and report if they show any COVID-19 symptoms or if they have had close contact with anyone with a confirmed or suspected COVID-19 case
- Attendance of employees and students will be monitored daily (AESOP and PowerSchool programs are in place)
- The school nurse will evaluate employees and students, who show symptoms of COVID-19 while in school. If the nurse determines that the employee or student has symptoms of COVID-19, the employee or student will be isolated until they can be transported home
- If an employee or a student has a confirmed case of COVID-19, the school nurse will be notified as well as the Superintendent of Schools.
- The procedures for returning to school after a confirmed case of COVID-19 will follow the protocols established by the County Health Department
- General hygiene procedures: hand washing and sanitizing stations will be reviewed with each employee, parent and student

The following healthy hygiene practices will be in place at all district buildings:

- Alcohol-based hand sanitizer containing 60% or more alcohol for areas where handwashing is not available/practical, including throughout common areas of all school buildings
- Posters describing handwashing steps will be installed near sinks
- Additional receptacles will be placed around the facility for the disposal of soiled items including PPE

### **4. Signage**

The district will install signage at multiple locations around each school building to:

- Instruct building occupants on the proper way to wash hands
- How to use an acceptable face covering when unable to maintain social distancing
- How to put on, take off and properly wear, discard and store PPE
- How to engage in good daily hygiene measure
- To stay home if they feel sick
- How to report symptoms of exposure to COVID-19

The district is committed to creating a learning environment that protects student and staff health, safety and privacy. Our district will operate under a standard procedure for addressing situations in which an individual has tested positive for COVID-19 or appears symptomatic. These procedures are outlined in the Health & Safety section and School Closure section of our reopening plan.

## 5. Transportation

- Signage about COVID-19 prevention will be displayed on every bus
- Every bus will have PPE supplies available
- Drivers will sanitize touch points after each bus trip
- HVAC filters on buses will be replaced frequently
- When possible, bus windows will be kept open
- Specific procedures for special needs students on buses will be developed
- Buses will be sanitized before they are parked for the night
- Drivers will maintain a passenger log for each run
- 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
- Drivers will be required to complete a checklist after each cleaning, which should be forwarded to the district's Director of Transportation
- Drivers will maintain a passenger log for each run to assist with contact tracing when needed

## 6. Visitor Management

A modified visitor management process will be utilized at all school buildings as follows:

- Visitors will display their license to school personnel who will verify the name with the appointment log and ask the visitor to affix the disposable visitor badge to their outermost garment
  - Badges will be printed prior to the visitors' arrival
  - Lanyards will not be used
  - Stickers should be discarded by visitor upon exiting
- Only disposable sticker badges, no sharing of lanyards
- Drop off procedures will be modified as follows:
- Most drop-offs will be prohibited unless prior approval is obtained from building administrator
- Medication drop-offs should be coordinated with the school health office

## 7. Food Services

In accordance with existing law and regulation as well as guidance we have received from the NYS Educational Department and the NYS Department of Health, Jericho Public Schools are committed to meeting our requirements to provide all enrolled students with access to school meals each school day. Specifically, we will make every effort to meet and exceed all applicable health and safety guidelines with respect to the preparation and delivery of food. We continue to make sure that we comply with all Child Nutrition Program requirements including the quality and quantity of food we serve. We will make every effort to communicate with our families through multiple means, in the languages spoken by those families, including by phone, email, text messages and printed materials.

The district will:

- Establish pre-paid system for all purchases
- All kitchen areas will be cleaned and disinfected daily
- Coffee machines, handles, and faucets must be cleaned 3x/day
- All silverware and dinnerware should be cleaned in a dishwasher

## **8. Classrooms**

The district will:

- Provide sanitizing supplies in each classroom
- Post signage for handwashing, distancing recommendations, wearing of masks, and avoid sharing of supplies, toys, and/or manipulatives
- Use outdoor spaces for instruction
- Classrooms will be cleaned and disinfected each night
- Require handwashing at regular intervals

### **Classrooms – Grade K-6 Students**

- Children will be restricted from bringing toys from home
- Children's books and other paper-based materials are not considered high risk for transmission and do not need additional cleaning or disinfection

## **9. Teaching and Learning**

As we enter the new school year, teachers will be encouraged to spend time building relationships, supporting students with the transition back to school, and teaching social distancing etiquette at developmentally appropriate levels.

Assessing student learning gaps or areas of need will also be of critical importance. We will be using assessments at the beginning of the year to determine the needs students have. Formative assessment before a unit of instruction to assess student understanding of pre-requisite skills will also be common practice.

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 follow a standards-based framework designed to provide direct feedback regarding students' mastery of course content.

Every teacher will have a valid NYS teaching certification appropriate for his or her teaching assignment.

Every aspect of the district's APPR plan will be followed.

## **10. Instruction**

All instruction will continue to be aligned to the New York State Learning Standards.

## **11. Social Emotional Well-Being**

We recognize that the social emotional well-being of our students and staff during these challenging times is critically important. The district has made available resources and referrals to address mental health, behavioral, and emotional needs of students, faculty, and staff when school reopens for in-person instruction.

In addition, the district has:

- Established child-study teams in each building to identify and monitor students who may be at risk
- Created protocols for all PPS staff for communication with students and parents
- Provided staff development for staff members in order to provide support to students, parents, faculty and staff

## **12. Academic Intervention Services (AIS)**

Students in grades 3-8, including students with disabilities and English Language Learners, who are at risk of not achieving State Learning Standards in English Language Arts, Mathematics, Social Studies, and or Science are entitled to receive Academic Intervention Services in accordance with Commissioner's Regulations section 100.2(ee).

## **13. Special Education**

The district's reopening plan will ensure that:

- There will be meaningful parent engagement in the parent's preferred language or mode of communication regarding the provision for services to his/her child to meet the requirements of the IDEA
- There will be access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students
- There will be documentation of all the programs and services offered and provided to students with disabilities as well as communications with parents, in their preferred language or mode of communication
- To the greatest extent possible, each student with a disability can be provided the special education and related services identified in the student's IEP
- Teachers and service providers must continue to collect data, whether in-person or remotely, and use these data to monitor each student's progress toward the annual goals and to evaluate the effectiveness of the student's special education services
- Determining student progress is necessary for understanding the student's present levels of academic achievement and functional performance, and for determining whether, and to what extent, the school closures may have disrupted the student's learning
- Reports of progress to parents may be made via telephone or other electronic means if progress-reporting procedures specified in the student's IEP cannot be met with reasonable efforts
- Formative assessment and ongoing monitoring of student progress will be documented and maintained and that documentation will be available to the CPSE/CSE and parents, in their preferred language or mode of communication

## Considerations for Reopening Plans

- The school reopening plan encourages CPSEs/CSEs to prepare contingency plans to address students' learning needs in the event of potential future intermittent or extended school closures
- The school reopening plan considers in-person services a priority for high-needs students and preschool students with disabilities whenever possible

## IEP Implementation

Until schools return to normal operating conditions, the same flexibility with respect to IEP implementation for delivery of services during school closures due to the COVID-19 outbreak continues to apply to the programs and services whether delivered in-person and/or remotely (e.g., flexibility with respect to the mode and/or manner; group or individual sessions; specific group size for related services, frequency, duration and location of related services, and special class size ratio etc.).

## IEP Implementation Documentation

- The district will process and maintain the additional documentation regarding changing student needs due to the period of remote instruction and a return to a traditional classroom environment after a lengthy period away from in-person instruction
- The district will determine how documentation will be maintained on the instruction and services that were provided to each student so that it may be communicated to the CPSE/CSE for consideration when making any individualized determinations of subsequent student needs, including transition services
- The district will maintain documentation of collaboration with parents to develop any contingency remote learning plans that may be implemented during a school closure
- The district will document the ongoing provision of compensatory services to individual students upon the reopening of schools. Documentation will then be available to parents, CPSE/CSE and other relevant parties, in their preferred language or mode of communication

### 14. Hallways & Lavatories

- Signage about washing hands will be posted in restrooms
- No touch trash cans will be placed by restroom doors

### 15. Building Cleaning

- Buildings will be cleaned and disinfected each evening and in the am/pm model, the MS/HS will be cleaned midday as well
- High touch areas of the buildings will be cleaned and disinfected frequently each day. These areas include: door handles, rails, counters, tabletops, bathroom fixtures, trash cans, water fountains, cash register
- Cleaning logs will be kept to record date of cleaning, time of cleaning and scope of cleaning
- Staff will be required to use applicable PPE to perform cleaning and disinfecting
- Cleaning and disinfecting training will be provided to all custodial employees
- Cleaning chemicals used in the workplace will follow all OSHA standards

## **16. Office Spaces**

The district will take the following safety actions to conform with the above CDC guideline:

- Workers will be discouraged from using other workers' phones, desks, offices, or other work tools and equipment, when possible
- Hand sanitizer dispensers and disinfecting wipes will be available near shared equipment
- No-touch trash cans will be utilized

## **17. Building Systems**

The district will take a series of steps to ensure the operations of mechanical systems, water systems, elevators, and HVAC systems. The objective is to test and ensure systems are safe that may have been used infrequently during the prolonged closure.

### **Heating and Cooling**

- The percentage of outdoor air will be increased where possible
- Total airflow supply to occupied spaces will be increased, where possible
- Natural ventilation will be increased by opening windows if possible and safe to do so to increase outdoor air dilution of indoor air when environmental conditions allow
- Building ventilation systems will be run during unoccupied times to maximize dilution ventilation

### **Fire Protection Systems**

- The fire protection system will be tested to ensure all devices are working
- Fire inspection records will be verified they are up to date

### **Plumbing**

The district will follow steps recommended in the CDC's "Guidance for Building Water Systems" including:

- Inspect flushing of hot water at plumbing fixtures
- Raise hot water temperature to at least 120 degrees if possible.
- Flush hot water at all sinks (run for 5-15 minutes)
- Check water for pH and disinfectant levels

## **19. Building Safety Drills**

NYSED Safety Drill Requirements

Education Law § 807 requires that schools conduct 8 evacuation, and 4 lockdown drills each school year. Conducting drills is an important part of keeping students and staff safe in an emergency.



**20. Technology**

- Professional development training will be provided for all staff in the use of Technology for school in a virtual environment
- Building level communication with parents using email, video and live webinars in multiple languages will be enhanced
- Chromebooks will be distributed to all students before the start of the year and provide training for students and parents and provide schedules to parents and students for remote learning

**21. Athletics, Clubs, Activities**

- The status of athletics for the 2022-23 school year will be defined by local and NYS guidelines
- The district will review all field trips for clubs and activities