

**Churchville-Chili Central School District**

# **RETURN TO SCHOOL**

*Handbook*

**September  
2020**



**Churchville-Chili**  
Central School District

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# INFORMATION SHEET: HYBRID LEARNING MODEL

Churchville-Chili will be offering a Hybrid Learning Model as it will maximize the health and safety of our students and staff. This decision was based upon guidance from:

- New York State Education Department
- New York State Department of Health
- Monroe County Department of Health

The Hybrid Learning Model minimizes the number of students in classrooms, on buses and in the hallways at one time. On specified days, some students will learn remotely while others will learn in-person at school. Our reopening plan is subject to change dependent upon COVID-19 community spread.

## STUDENTS WILL BE IN FOUR SAINTS GROUPS

**SAINTS A (Last name A-L):** attend school on Monday and Tuesday; remote learning takes place on Wednesday, Thursday and Friday.

**SAINTS B (Last name M-Z):** attend school on Thursday and Friday; remote learning takes place on Monday, Tuesday and Wednesday.

**SAINTS C (Students with specific program needs):** attend school on Monday, Tuesday, Thursday and Friday; remote learning takes place on Wednesday.


























**SAINTS D:** students who choose to learn remotely every day.

**SAINTS Staff:** work in their school location Monday-Friday.

All students will learn from home on Wednesdays so schools can be thoroughly cleaned and disinfected, while teachers and staff engage with students remotely, participate in professional development and collaborative planning.

## ---HYBRID LEARNING MODEL SCHEDULE---

Attends school:  Remote learning: 

	MON.	TUES.	WED.	THURS.	FRI.
SAINTS A					
SAINTS B					
SAINTS C					
SAINTS D					
ALL EMPLOYEES					

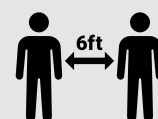
**In Order to reopen for the 2020-21 school year, all NYS schools must:**



Ensure educational equity



Provide daily teacher/student interactions



Maintain appropriate social distancing



Establish process for health checks



Require face coverings for all students and staff



Regularly clean and disinfect schools and buses



Promote correct hand hygiene and respiratory etiquette

# RETURN TO SCHOOL OVERVIEW

## Focusing on Equity and Access

The Churchville-Chili School District's commitment to equity and access extends beyond our school walls. We are doing everything we can to make sure students and families have the tools they need to support remote learning.

### Chromebooks Are Provided to All Students in Grades K-12

All students in grades K-12 will use district-provided Chromebooks to access learning resources from home. Please contact the main office of your child's school if you are still in need of a Chromebook.

### Live Tech Support is Available Weekdays

The district's technology repair and support center, is open weekdays from 7 a.m. to 6 p.m. Monday through Thursday and 7 a.m. to 3:30 p.m. on Friday for all Churchville-Chili students and families. Families can also access technology support by calling the Technology Helpline at 293-1800 extension 3200 or by emailing [helpdesk@cccsd.org](mailto:helpdesk@cccsd.org).

### WiFi Assistance for Families

Students who have inadequate home internet access are encouraged to contact our Technology Helpline at 293-1800 extension 3200 or talk to a school administrator to request the use of a no-cost temporary portable hotspot.

### Connecting with Language Learners

Churchville-Chili staff members are committed to ensuring that English language learners (ELLs) and their families are engaged and informed throughout the reopening process. Through translated documents, personal phone calls, and the use of interpreters, district staff are working hard to connect with families in their preferred languages.

### Our Parent Helpline Is Here To Answer Your Questions

The Churchville-Chili Central School District has established a Parent Helpline to answer all of your school reopening questions. Call 293-1800 extension 2300 anytime and leave a message. We will return your call within 24 hours. You are also encourage to email us at [CCCSDhelp@cccsd.org](mailto:CCCSDhelp@cccsd.org) for assistance. We are committed to connecting you with the resources you need to stay informed and make the best decisions for your family.

### Help is Available for Families in Need of Food

In addition to the district's school breakfast and lunch programs, we offer periodic emergency food relief for families in need. We partner with Foodlink and Pearce Memorial Church to provide emergency food to families. Please contact your child's principal if you are in need of food assistance. See page 10 for more information.

### Social, Emotional Wellness Matters

The social-emotional needs of our students and families are especially important as we return to school. The pandemic affected everyone differently and schools need to consider the impact of these experiences. In Churchville-Chili, we are assessing need and offer support for both students and staff. While there are challenges, there is hope for recovery and growth. If you or your children need social-emotional support, please reach out to school leaders as soon as possible. We are here to help now and throughout the

school year. Parents with children in grades K-6, students in grades 7-12 and all staff will be asked to complete a needs assessment survey in order to ensure the district is meeting the wellness needs of our families and staff. the surveys can be found at [www.cccsd.org/NeedsAssessment.aspx](http://www.cccsd.org/NeedsAssessment.aspx)

Building/Department	Phone	Email
Chestnut Ridge School	585-889-2188	CRShelp@cccsd.org
Churchville Elementary School	585-293-2022	CEShelp@cccsd.org
Fairbanks Road School	585-293-4543	FRShelp@cccsd.org
Middle School	585-293-4542	MShelp@cccsd.org
Ninth Grade Academy	585-293-4546	NGAhelp@cccsd.org
Senior High School	585-293-4540	SHShelp@cccsd.org
Superintendent and District Offices	585-293-1800 X2300	CCCSDhelp@cccsd.org
Athletics	585-293-1800 x3120	athletics@cccsd.org
Music and Fine Arts	585-293-1800 x3515	jsmith@cccsd.org
CSE Meetings	585-293-1800 x2131	NLivingstonneal@cccsd.org
Mental Health Support	585-293-1800 x2131	NLivingstonneal@cccsd.org
Technology Support	585-293-1800 X3200	helpdesk@cccsd.org



# RETURN TO SCHOOL OVERVIEW

## Attendance and Grading Expectations

### Daily Attendance

Whether learning remotely or in a hybrid model, New York State schools must collect and report daily attendance or teacher/student engagement. We recognize that parent schedules, availability of technology and other barriers may make it challenging for students to connect with teachers at a certain time of the day.

The Churchville-Chili School District will define student engagement and/or attendance as one or more of the following:

### Student Participation

*As demonstrated by:*

- students attending class either physically or virtually at assigned times;
- teachers and students communicating about schoolwork via email and Google Classroom or,
- analytics from various learning platforms that show when students login and are actively engaged in learning.

### Skills/Standards Demonstration

*As gauged by:*

- completion of online quick checks for understanding;
- completion of skills tests; or,
- successful work completion.

### Work Completion

This may include books read and assignments or activities completed.

### Grading

Unlike what students experienced during emergency remote learning this spring, grades will not be “pass/fail” this year. We are returning to our traditional grading structures.

### Assessments

Students in all learning models will be required to complete state and district assessments, as well as formative assessments to gauge student comprehension and progress in a particular unit or course of study. Assessments will be used to inform instruction, monitor student progress, and to determine if student is in need of additional support. District guidelines for assessing, grading and reporting will be followed, and teachers will report student progress, attendance, and grades.

## Roles In Supporting Remote Learning Students...

### Students...

- engage in assigned remote learning activities;
- charge Chromebook nightly and bring it to and from school each day;
- bring inoperable Chromebooks to school to get assistance or contact [helpdesk@cccsd.org](mailto:helpdesk@cccsd.org); and
- manage their workspace and time to complete necessary tasks.

### Families...

- ensure students have access to district-provided devices as well as internet connectivity (contact the building principal if you do not have access);
- encourage students' participation in remote learning content;
- review the appropriate grade level material provided by the teacher; and,
- provide age appropriate level of support.

### Teachers...

- provide instructional resources through Google Classroom and other district-approved digital tools;
- look for evidence of student engagement in all learning environments and,
- participate in professional learning focused on best practices for hybrid/remote instruction.

### Leaders...

- support teachers by providing instructional resources, materials, and professional learning on remote instruction;
- establish opportunities to connect with parents to support remote learning for students; and,
- participate in professional learning on remote learning best practices.



# RETURN TO SCHOOL OVERVIEW

## Instructional Overview

Students learning remotely, either in the hybrid model or the 100% remote learning model, will access Zoom links, daily work and learning resources through Google Classroom. We use a variety of digital tools to engage learners, including Seesaw, WeVideo and FlipGrid. We are continually evaluating resources to provide high quality digital instruction.



### [Click here](#)

to see a complete list of district approved tools to support remote instruction. More information on how to use them can be found here. All of our digital resources are vetted for data privacy as required by NYS Education Law 2d.

## Two Types of Learning

Students in both the 100% remote and hybrid learning models will experience two types of learning every day.

### • **SYNCHRONOUS** — Learning experiences that involve live, real-time interaction with the teacher.

*Synchronous learning* will occur during regular school hours either in person at school or via video conference and includes:

- large-group, small-group, and/or individualized direct instruction;
- collaborative discussions;
- writing conferences;
- intervention services; and,
- community building/social-emotional learning experiences.

### • **ASYNCHRONOUS** — Teacher-prepared assignments that do not involve real-time interaction with the teacher.

*Asynchronous learning* can occur both during and after regular school hours. Examples of asynchronous learning include:

- completing reading and writing assignments in any subject area;
- using online tools including Google Docs, Google Slides, Flipgrid, WeVideo, etc. to demonstrate content knowledge; and,
- practicing skills and fluency online through digital tools like Reflex Math or Castle Learning.



### **All Students Learn Remotely On Wednesdays**

Regardless of group assignment, no students attend in-person on Wednesdays. Everyone learns remotely. Students should spend time working on teachers-provided asynchronous assignments. Teachers will also hold office hours for individual or small group meetings.

## Remote Learning Overview

### **Remote Learners will . . .**

- Have live check-ins with their teacher(s) at specified times on remote learning days.
- Check-ins will focus on community building and social-emotional learning.
- Daily check-ins may occur at various times and connect to different parts of the school day.
- Participate in periodic instructional video conferences to ask questions and review their progress.
- Receive a consistent schedule to follow with clearly communicated check-in times and defined assignments.

### **Families of Remote Learners will . . .**

- Ensure your child completes assigned work.
- Adjust the times when your child completes asynchronous work as necessary to accommodate family needs or schedules.

## Teacher Tip

### **Students Need Structure To Succeed**

Establish a regular daily routine for your child to follow on remote days. Spread out more challenging work and allow time for brain breaks and physical activity.

# INSTRUCTIONAL OVERVIEW

## Remote Learning Overview — Grades 7-12

Students will be expected to follow their regular schedule, whether learning in-person or remotely. Students who are 100% remote will follow the same schedule but will be remote each day. Each period may consist of a mix of synchronous and asynchronous experiences.

### • Daily Synchronous Learning Expectations

At the start of each period, remote students will sign in as the teacher takes attendance and reviews the learning targets, agenda and assignments for the day.

Additional live experiences will be scheduled based on the needs and routines of each course. These may include whole group instruction, small group work, and learning conferences.

### • Daily Asynchronous Learning Expectations

Students will work asynchronously on assignments provided by each teacher. Assignments will be communicated through Google Classroom.



### Sample Weekly Schedule for Students in grades 9-12

Periods	Start		End
Arrival	7:05 AM		7:15 AM
1st Period (w homeroom)	7:15 AM		8:00 AM
2nd Period	8:05 AM		8:45 AM
3rd Period	8:50 AM		9:30 AM
4th Period	9:35 AM		10:15 AM
5th Period	Lunch 1	10:20 AM	10:50 AM
	Class time	10:55 AM	11:35 AM
	Class time	10:20 AM	11:00 AM
	Lunch 2	11:05 AM	11:35 AM
6th Period	11:40 AM		12:20 PM
7th Period	12:25 PM		1:05 PM
8th Period	1:10 PM		1:50 PM
After School	1:55 PM		2:25 PM

AM WEMOCO & New Visions- Departs 7:25 AM, Returns 10:20 AM  
 PM WeMoCo - Departs 11:00 AM, Returns 2:50 PM  
 Detention - 2:05 PM to 3:30 PM - SHS Rm 1404, NGA TBD Daily  
 After School bus departs at 3:30 PM

### Sample Weekly Schedule for Students in grades 7-8

Periods	Times	Day 1/2/3/4
	7:50-8:05 AM	Student Arrival
1	8:05-8:50 AM (45 mins)	Instructional Period 7/8
2	8:55-9:35 AM (40 mins)	Instructional Period 7/8
3	9:40-10:20 AM (40 mins)	Instructional Period 7/8
4	10:25-11:05 AM (40 mins)	Instructional Period 7/8
5/6	11:10-1:05 AM (115 mins)	
	Grade 7	
	11:10-11:50 AM	Instructional Period 5
	11:50 AM-12:20 PM	LUNCH Grade 7
	12:25-1:05 PM	Instructional Period 6
	Grade 8	
	11:10-11:50 AM	Instructional Period 5
	11:55 AM-12:35 PM	Instructional Period 6
	12:35-1:05 PM	LUNCH Grade 8
7	1:10-1:50 PM (40 mins)	Instructional Period 7/8
8	1:55-2:40 PM (45 mins)	Instructional Period 7/8
	2:40-2:50 PM	Student Dismissal
	2:50-4:00 PM	Late Buses M/T/W ONLY

# IN-PERSON LEARNING

## Daily Home Health Screening For Students

Every Churchville-Chili Central School District student must attest to their current health status each morning, whether in-person or remote. This should be done through the Pikmykid app on a smartphone. For those without smartphones the attestation can be completed via a Google Form found on the district website at [www.cccsd.org.Reopening.aspx](http://www.cccsd.org.Reopening.aspx)

## Pikmykid will be used to manage K-12 daily student health checks, student dismissal and student absences

### Daily Student Health Checks

Per New York state Reopening guidelines, we will be instituting a daily health check-in for all students before they arrive at school for in-person learning. The Pikmykid Parent App will simplify this process through an in-app health questionnaire for each student prior to arriving at school. This questionnaire takes only seconds to complete, but the information gathered is crucial to monitoring student health on a daily basis and will increase the safety of all children and staff in our schools.

### Dismissal - Grades K-4

In a physically distant dismissal, the goal is to reduce visitors and parents from entering school premises for student pick-up. Parents are encouraged to stay in their cars in designated pick-up lines. Using the Pikmykid system, parents can digitally alert the school that they are outside to pick-up their child. Notifications are then sent to the appropriate teachers/staff who dismiss each child at the appropriate time.

### Pick-Up Delegations - Grades K-4

You can easily assign pick-up permissions to other people for certain days, times, and pick-up modes. You can also set this schedule up to repeat throughout the year and update if necessary. This is much safer than a list of allowed guardians sent in at the start of the school year - giving parent's finite control over who can pick-up their children and when they are approved to do so.

## FAQs

### Will temperature checks be done at school?

Every school will have touchless thermometers for nurses to use as needed. Students may be randomly screened upon arrival, however, all student temperatures should be taken at home before getting on the bus or being dropped off at school. If symptoms present at any point during the school day, the nurse will evaluate the student privately and contact the parent if necessary.

### What happens if a child becomes sick during the school day?

If a student displays symptoms of COVID-19 during the school day, he or she will be moved to a health isolation room and sent home. The family will be contacted and a parent or guardian is expected to pick the child up in a reasonable amount of time. The school nurse and district Pupil Services Director will work closely with families, primary care physicians and the Monroe County Department of Public Health to coordinate COVID-19 testing if symptoms warrant. For more information on testing and contact tracing protocols, please turn to page 13.

**Sending a student to school who has exhibited COVID-19 symptoms in the last 24 hours places other students and staff members at risk of becoming ill. It also increases the likelihood that individual classrooms or school buildings will have to temporarily close. When in doubt, keep your child home and consult your personal physician.**

Parent user guide and Frequently Asked Questions can be found at our website <https://www.cccsd.org/PikmykidApp.aspx>



# IN-PERSON LEARNING

## Face Coverings

Face coverings are required on all Churchville-Chili School District buses and in all school facilities. Wearing a mask helps slow the spread of COVID-19, which will help keep our schools open.

### Face Covering Requirements

**All students, staff, vendors and visitors will be required to wear face coverings at all times when:**

- at the bus stop;
- on school buses;
- in hallways and common spaces; or,
- waiting outside before and after school.

**Students may remove masks and face coverings:**

- when eating or drinking during assigned breakfast/lunch/snack periods and sitting six feet apart; and,
- during instruction or other times when appropriate social distancing measures are in place as determined by a teacher or school administrator.

### Face Covering How-Tos

- Before putting on a mask, start with clean hands.
- Face coverings should be clean, dry and in good condition.
- Disposable masks are intended for one-time use only. They become less effective the more often they are used.
- All schools and buses will have masks available for students who forget theirs.



#### DO

- Adjust your face covering so it fully covers your mouth and nose and allows for breathing without restriction.
- Make sure your face covering rests on the bridge of your nose and extends to the bottom of your chin.
- Secure it with ties or ear loops so it fits snugly around your face without any gaps.
- Carefully remove your face covering without touching your eyes, nose or mouth.
- Wash cloth masks regularly with detergent and hot water.
- Throw disposable masks out at the end of the day after you arrive safely home.



#### DON'T

- Wear your face covering so it is below your nose.
- Push your face covering under your chin to rest on your neck.
- Wear a face covering that is so loose that it produces gaps at the sides of your face.
- Board the bus or come to school without a face covering.
- Wear face shields without other face coverings.

## FAQs

### Must masks be worn at all times?

Masks are recommended at all times but required on buses, in hallways and whenever social distancing cannot be maintained. Teachers will identify natural times during the school day when students can safely take down their masks.

### Will there be exemptions to the district masking policy?

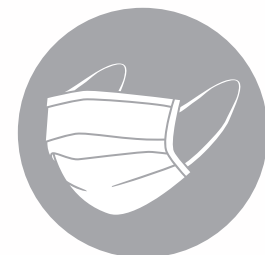
Requests for exemption from masking must be written by a physician or nurse practitioner using this form and reviewed by the district's Medical Director. Exemptions will be granted for children with previously diagnosed severe medical conditions or severe developmental/ behavioral problems that would make masking prohibitive.

### Which types of face coverings are acceptable?

Students and staff members may wear surgical masks and cloth-based face coverings including but not limited to homemade sewn or quick cut masks. All types of face coverings must cover both the mouth and nose.

### What if I don't want my child to wear a mask?

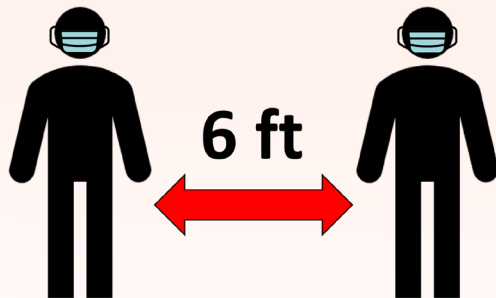
If you do not want your child to wear a mask, you must select the full remote learning model.



# IN-PERSON LEARNING

## Bus Transportation

As schools reopen, students need to be aware of the new safety precautions being used on all Churchville-Chili School District transportation vehicles. Here's a look at the new procedures students and families should familiarize themselves with before they board the bus.



**While at bus stops, please remember to remain socially distant and wear an appropriate face covering.**

### **Masks are REQUIRED on all buses at all times.**

This is a New York State mandate for drivers, attendants and students. Drivers can also opt to wear a face shield and gloves but masks are required to be worn at all times while on a bus. If a student forgets his or her mask, one will be provided by the bus driver. Students who refuse to wear a mask will not be permitted to ride the bus. Minimal exemptions will be granted for students who are documented as medically fragile.



### **Bus capacity will be reduced by more than one-half.**

Siblings can share a bus seat but otherwise only one student per seat will be permitted. Seat assignments on wheelchair buses may vary.

### **Seating choice will be limited.**

Students in grades 5-12 will board the bus and be expected to fill seats from back to front. Our elementary students will load with the youngest in front and oldest in back. Buses will unload from front to back upon arrival at school.

### **Buses will be cleaned after every run.**

Staff will wipe down high-touch surfaces including handrails and seat backs between routes every day. Buses will be disinfected with an electrostatic fogging machine daily.

### **Windows and roof hatches will be open slightly to improve ventilation.**

This precaution is only in effect when temperatures are above 45 degrees, so please be sure children dress appropriately so they are comfortable on the bus.



**If you have questions, please contact the Transportation Department at [CCTransportation@cccsd.org](mailto:CCTransportation@cccsd.org) or 293-4544.**

# IN-PERSON LEARNING

## Social Distancing and Other Safety Precautions

We all have a role to play in keeping our schools safe and preventing the spread of COVID-19. Students, staff and visitors to Churchville-Chili School District facilities will be expected to practice social distancing and good hand and respiratory hygiene. Here's a look at how you can help us stay safe to stay open.

**STAY SAFE TO  
STAY OPEN**

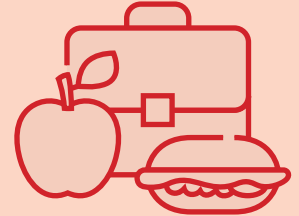
### Wash Your Hands

Take every opportunity to wash your hands with soap and water scrubbing for at least 20 seconds and rising well.



### Don't Share

Do not share food or drinks and limit the sharing of learning materials.



### Stay in Your Seat

You won't be able to change your classroom seat assignment or move the furniture.



### Avoid Big Crowds

Unfortunately, assemblies and field trips are off limits right now. If you need to be in a line or a group of people, try to keep about 6 feet of distance from them.



### No Visitors

For the first few weeks, parents and other guests will not be allowed to visit students at school or help out in classrooms.



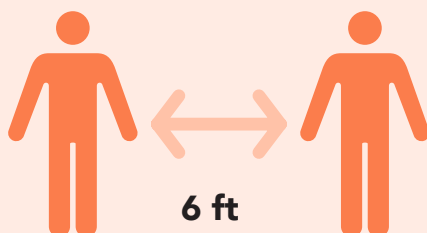
### Cover Your Cough

If you need to cough or sneeze, do so away from others and cover your mouth with your elbow or catch it with a tissue.



### Stay Six Feet Apart

Stay six feet away from others whenever possible and respect other people's space.



### Stay Home If You're Sick

Students will be required to complete the daily home health screening on the Pikmykid before coming to school. If you have signs of illness in the morning, don't come to school. Stay home and get well.



# IN-PERSON LEARNING

## Food Service

How students access meals may be different than in previous years, but all Churchville-Chili schools will serve breakfast and lunch daily. Meals will be available to students attending in-person and for pick-up at times defined by the Nutritional Services Department.

### Masks are required while students are in lunch lines.

Students and staff will need to wear masks and remain socially distant while in meal serving lines.

### Food and utensils will be individually wrapped.

Food, condiments and utensils will not be self-serve. All items will be wrapped or served by staff directly to students.

### Menus will be streamlined to speed up the serving process.

Students will choose either a hot or cold lunch and all meals will meet portion size and nutritional requirements.

### Meal ordering and meal payments

Students in grades 5-12 will use their ID badges for meal purchases and elementary school students will order meals in their classrooms. Families are encouraged to make account deposits via MySchoolBucks. You can also send cash or a check into the school in advance. Please note that no change will be handed to students and will instead be credited to their lunch account.

### New handwashing and sanitizing procedures have been added.

Students will be required to wash their hands before and after meals and serving lines will be sanitized between meal periods.



### Most students will be eating in the cafeteria.

Where students eat meals will vary by school, but most students will be eating in the cafeteria. Social distancing will be used to ensure safety.

### Students learning virtually will have access to meals.

Same-day breakfast and lunch will be available for pick-up at Middle School door 24 (behind Middle School) between 10:30 a.m. and 12:15 p.m. Families will need to provide identifying information (name/student ID number) at the time of pickup.

### Remote learners

can order meals online. To save time, we are creating an online ordering system for remote learners. The form can be found on our Nutritional Services page at [www.cccsd.org/NutritionalServices.aspx](http://www.cccsd.org/NutritionalServices.aspx). If you have additional questions please call 293-1800 extension 3325.



## Free and Reduced Price Meals Available

The USDA Free Meals To All Students Program that enabled students enrolled at Churchville-Chili to receive free breakfast and lunch during the pandemic has been extended through December 31. Income-eligible students who attend Churchville-Chili schools should still complete the application for free and reduced priced meals, which also provides reduced-cost testing and other fees. Application forms are due by October 15, 2020. For more information, click [here](#).

## Full price meal costs

**Breakfast: \$1.85**

**Lunch: \$2.85**



# Staying Healthy

## Maintaining Clean, Healthy Environments

The Facility Operations and Planning Department and our building custodial teams have a high standard for cleanliness and safety. In order to safely reopen, we've hired more cleaners and updated cleaning and disinfection protocols and procedures in accordance with current guidance from the Centers for Disease Control.

### Classroom cleaning and disinfection will occur every day.

Classrooms will be cleaned and disinfected every day. So will school offices. Cafeterias and lunch lines will be cleaned between every lunch period and disinfected daily.



### High-touch surfaces will be consistently cleaned.

Custodians will frequently clean and disinfect high-touch surfaces including doorknobs, countertops, handrails, light switches, restroom fixtures, desks, phones, etc.

### Nightly and weekly cleaning protocols have been enhanced.

Custodians will utilize hospital-grade EPA registered chemicals for disinfection. These cleaners are safe for use in schools. Electrostatic sprayers will also be used to periodically disinfect classrooms and other communal spaces.



### Sanitizing stations have been installed throughout school buildings.

Alcohol-based hand sanitizer dispensers have been installed in strategic areas such as entrances, outside cafeterias, gyms, libraries and nurses offices, etc. Whenever possible, washing with soap and water should be the primary method of disinfecting hands.

### Directional signage has been added to control traffic flow.

Some entrances and stairwells will be one-way and floor markings have been added to maintain physical distance between students and staff.

### Drinking fountains and bottle filling stations will be operational.

Students will still have access to drinking fountains and/or bottle filling stations. They will be wiped down frequently to prevent the spread of germs. Cups and/or bottled water will also be available.

### Cleaning supplies will be available at all schools.

Each classroom will have basic cleaning supplies available for staff use. Additional cleaning supplies will also be available in designated areas at every school building. Students in grades 7-12 will have the option of using disposable desk covers as they move from class to class. These desk coverings will also be used in grades K-6 when students eat lunch in their classrooms.





# Staying Healthy

## COVID-19 Testing and Tracing in Churchville-Chili Schools

### If an Individual Becomes Sick During the School Day

- If a student or staff member displays symptoms of COVID-19 during the school day, he or she will be moved to an isolation room and sent home.
- For students, a parent or guardian will be contacted and is expected to pick the child up in a reasonable amount of time.
- The school nurse and district medical director will work closely with employees, families, primary care physicians and the Monroe County Department of Public Health to coordinate COVID-19 testing if symptoms warrant.
- If a symptomatic student or staff member is sent home, that individual cannot return to school or work without, at minimum, documentation from a health provider, a negative COVID-19 test and symptom resolution.

### If an Individual Tests Positive for COVID-19

- If an individual receives a positive COVID-19 diagnosis, the district will notify the state and local health department immediately, who will take the lead on isolation/quarantine and release.
- The Health Department will perform a thorough investigation to determine which students or staff members need to be isolated or quarantined. Schools will assist by keeping accurate attendance records and ensuring schedules are up to date.
- The Health Department will also provide recommendations to the district regarding action plans in response to a positive case of COVID-19.
- Recommendations could include, but are not limited to, the immediate closure of a classroom, school building or district for 24 hours or more.
- Health Department officials will determine when a student or staff member has recovered and can safely return to school or work.
- The Health Department will not disclose personal information about those individuals who have tested positive. Confidentiality must be maintained as required by federal and state laws and regulations.

**Parents and staff should be prepared for schools to be closed periodically if regional infection rates rise or students or staff members become ill.**

## FAQs

### Will the district be doing onsite COVID-19 testing?

No. We will follow New York State Department of Health and Monroe County Health Department guidelines around testing. At this time, they are not recommending testing of students and staff as a mandatory step to attend school on opening day.

### Will schools shut down if someone tests positive?

The Monroe County Department of Health will determine the threshold for school closure and decide how long schools should remain closed.

### Will everyone be notified of all positive test results?

All relevant parties will be notified by the school or through contact tracing by the Health Department. The Health Department will notify the community of a positive student case by identifying the name of the school. The Health Department will notify the community of a positive staff case by identifying the name of the school district.

### If I keep my child home sick, do they need a negative COVID-19 test or a doctor's note to return?

As always, families will be entrusted to make the decisions around health care and should consult with their pediatrician.

### If I keep my child home sick on an in-person day, do I have to report the absence?

Yes, you should report the absence to school as you typically would. If symptoms persist, contact your pediatrician to discuss if a medical visit or COVID-19 test is recommended. If the child's symptoms resolve prior to their next scheduled in-person learning day, the district will not require a medical note or negative test results in order for the child to return to school.

# COVID-19 SYMPTOMS, FLOWCHART AND RETURN TO SCHOOL

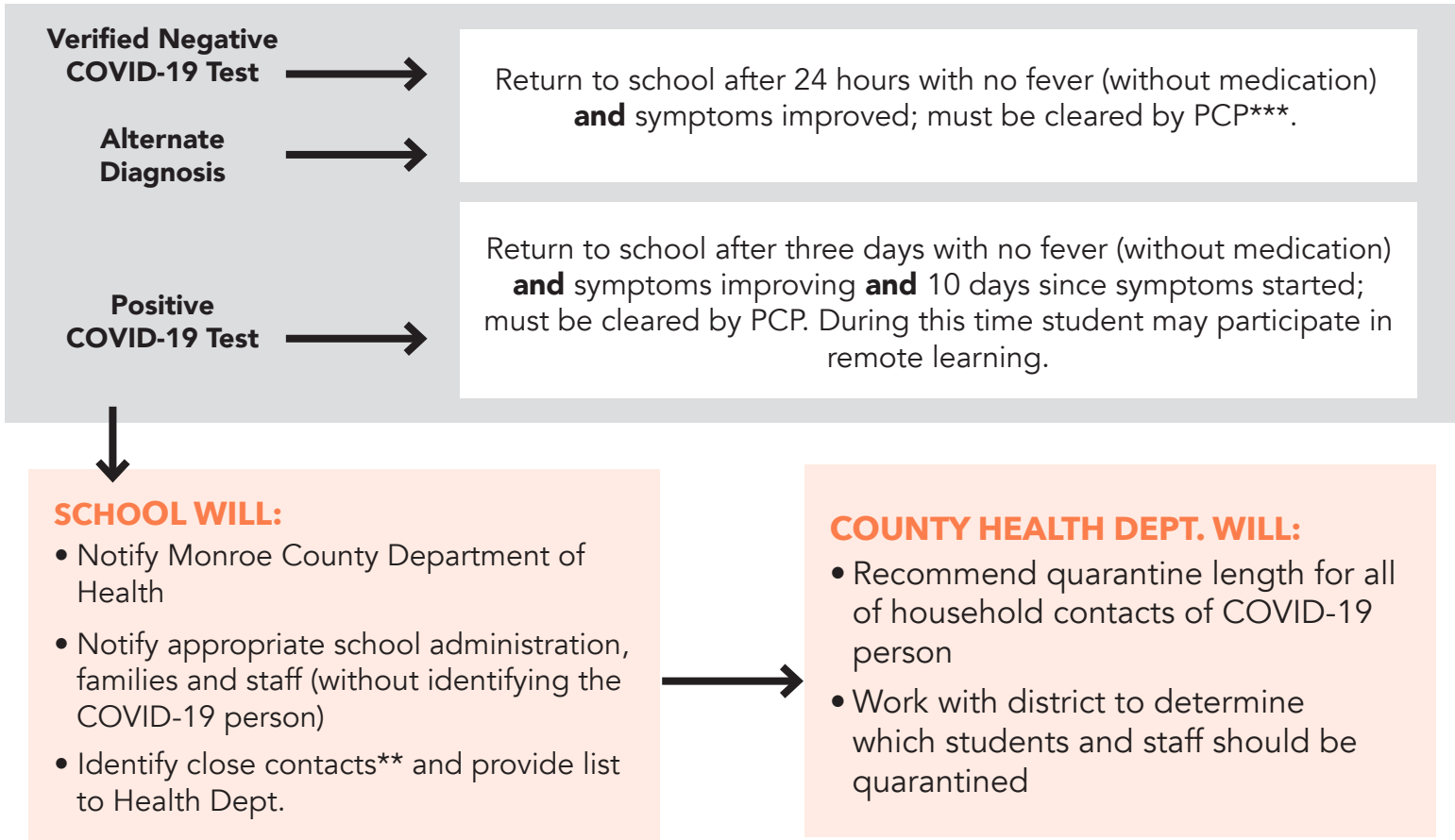
## STEP 1: ASSESSMENT BY SCHOOL NURSE

Students will be referred to their primary care physician (PCP) while at school if they have a temperature of >100 F, AND/OR symptoms of COVID-19, which may include:

- Fever, chills
- Shortness of breath\*
- Sore throat
- New loss of taste or smell
- Headache\*
- Loss of appetite\*
- Cough\*
- Nasal Congestion\*
- Nausea or vomiting or diarrhea\*
- Fatigue\*
- Muscle or body aches\*

\* Students with a known underlying medical condition with symptoms of COVID-19 but are not feeling ill, and have a presentation consistent with their normal base line condition, may be exempt of the need for further evaluation by a healthcare provider.

## STEP 2: EVALUATION BY PRIMARY CARE PHYSICIAN



\*\* Close contacts: individuals who have been within six feet for more than 15 minutes with a positive COVID-19 person during the infectious period.

\*\*\* If there is no follow-up with PCP, student must remain on quarantine for 14 days and have a negative COVID-19 test prior to returning to school. During this time student may participate in remote learning.

# FREQUENTLY ASKED QUESTIONS

## How does the hybrid learning model compare to what students experienced this spring?

SPRING 2020	FALL 2020
Mostly asynchronous instruction and teacher check-ins	Synchronous and asynchronous instruction with teacher check-ins
Initial instruction focused on reinforcing previously taught skills and content, then moving to new instruction	Instruction will follow Churchville-Chili Central's curriculum, focusing on priority learning standards in every course
Assignments were communicated in a variety of ways	Assignments will be communicated on a consistent schedule using Google Classroom
Feedback on assignments	Feedback and recorded grades
No attendance requirements	Attendance taken daily
No formal assessments	Formal and informal assessments will be assigned

### Will the district consider bringing more students back for additional in-person learning days?

We want to bring as many students back as safely as possible given current guidance. We will be consistently evaluating our hybrid model. If it is safe to bring more students back to school for additional days of in-person instruction, priority will be given to the most vulnerable — i.e. English Language Learners, special education students and our youngest learners. Changes to in-person learning days would most likely align with natural school year transition points such as the end of a marking period.



### Does a hybrid learning plan reduce educational expenses or lower taxpayer costs?

No. The district will continue to provide instruction to all students five days a week, although some students will be learning remotely every day. Our facilities and staffing needs have not changed. In some instances, the COVID-19 pandemic has created added expenses. Schools are now required to transport fewer students on each bus, provide new safeguards, purchase technology and offer professional development on safety protocols and online learning platforms.

### Can parents wait and send their child to kindergarten in 2021-22?

Students who turn six by December 1, 2020 need to be enrolled in school or a home school program this fall. If your child is younger, they do not need to be enrolled.

### How will specials be taught this year?

There will be a mix of remote specials and in-person specials. Details will be shared by your building principal and teachers.

### Will extracurricular activities be offered this fall?

We are now running some clubs and activities virtually beginning on September 28. After-school programs that provide academic support will also be available.

### What is the status of interscholastic sports?

The Department of Health and the Governor's office are allowing us to begin moderate and low risk fall sport. For us, this includes cross country, golf, soccer, swimming, and tennis.

The New York State Public High School Athletic Association has moved the sports season for fall cheerleading, football, and volleyball to March 1, 2021. Thus, we will not be able to offer these three sports this fall.

*Continued on next page*

# FREQUENTLY ASKED QUESTIONS

## Numbers to Know

District Office.....	293-1800
Parent Helpline .....	293-1800 ext. 2300
Technology Helpline.....	293-1800 ext. 3200
Transportation .....	293-4544
Nutritional Services.....	293-1800 ext. 3325
Registration .....	293-1800 ext. 2041
Special Education .....	293-1800 ext. 2460
Shared Housing .....	293-1800 ext. 2041
Community Resources.....	2-1-1
Safe Schools Help Line.....	1-800-418-6423, extension 359
Child Abuse Hotline .....	1-800-342-3720

### Will students still be able to participate in performance groups?

Yes, students will still be able to participate in band, orchestra and chorus following 12 foot social distancing protocols. The staging of musicals and dramatic productions is on hold.

### What will be done to keep students safe as they change classes?

Fewer students in school means fewer students in the halls, but it still won't be possible to keep students six feet apart while they are changing classes. To promote safety and aid traffic flow, directional signage has been added at all of our schools and students will be required to wear masks in hallways and common spaces. K-4 students are escorted through hallways by an adult and walk in line, on the right hand side of the hallway. Health experts agree that it is safe for groups to congregate for no more than 15 minutes as long as they are masked.

### Have school arrival and dismissal times been adjusted?

School start and end times have not changed, but there will be some adjustments to parent drop-off and pick-up times. Individual schools will provide information about drop-off and pick-up.

### Will students be able to use lockers?

With the goal of reducing touchpoints and stopping points in the hallways, we have decided not to assign lockers for the first 10 weeks of the school year. For now, students can use backpacks to carry school materials and personal belongings from class to class.

### How will we be notified if schools have to close?

There is a very real possibility that schools may need to close from time to time this school year. We will notify you of every school closure via email and automated phone message. We will also post this information to our district website ([www.cccsd.org](http://www.cccsd.org)), Twitter page @CCCSDTweets and on Facebook at [www.facebook.com/ChurchvilleChili](https://www.facebook.com/ChurchvilleChili).

## Stay in the Loop! Keep Your Contact Information Up To Date

It's important that we have your most updated phone and email contacts.

School and district officials use automated calls and emails to provide families with important information. If you change your phone number or get a new email address, please call the registrar's office at 293-1800 ext. 2041 and provide them with the new information.