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Dr. Maria L. Rianna
Superintendent of Schools
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August 12, 2020

Dear Glen Cove Community

Tomorrow evening we will be holding our first community virtual meeting at 5:00p.m. We encourage everyone to join in as we will be reviewing and answering questions about our reopening plans. The link for this virtual meeting will be on our website tomorrow morning. We have also scheduled two more virtual community meetings next week: Wednesday, August 19 at 12 Noon and Thursday, August 20 at 7:00p.m. Links to join in these meetings will be posted on the District's website the morning of each of those meetings.

Since we announced our reopening plans two weeks ago, we have received many questions about the different aspects of our reopening plans, including the hybrid learning model for our elementary and secondary students, remote learning options, building cleaning and sanitizing, in-classroom health protocols, COVID-19 testing and contact tracing issues, transportation, and numerous other topical questions. Answers to many of these questions can be found on our reopening document:

Glen Cove Schools: Maximizing Opportunities for Learning - Reopening Plan.

I have attached this document in its entirety to this letter. This document provides in-depth information on the reopening plans that were summarized in the District's reopening plans 2020-2021 [slide presentation](#) presented at the Board of Education July 29th meeting. We encourage everyone to review this document as it will clarify many of the questions raised to date and provide additional context for our three virtual meetings.

One of the questions that has been raised by many parents/guardians of our elementary students has been why we have decided to reopen our elementary schools on a hybrid model and not a five-day in-school model. Many of you have pointed out that there are neighboring districts where elementary schools are going to be on a five-day schedule and you want further clarification why we are not.

In our district, as in all districts, the decision on whether a school can be reopened on a five-day schedule centers around the specific building's capacity, individual classroom dimensions and space, and whether all classes – at a reduced student grouping per classroom, can be brought back while adhering to social distancing mandates. While you may have heard the number 17 being used as the reduced class size in other districts, for our District, given the dimensions of many of our elementary classrooms and other available building spaces, on average we would have to be able to reduce each class grouping to between 12 and 14 students. Please know our first intention and hope was to reopen elementary schools on a full schedule. Towards that end, we first asked our elementary administrators, with assistance from our director of facilities, to investigate whether their schools could be reconfigured to accommodate all students returning on a five-day schedule while adhering to social distancing and other CDC, NYS Health Department and NYS

Education Department requirements. I even went around to some of our elementary schools with a ruler so I could see first-hand whether we could do this. We then asked the District's engineers to provide their input on whether our elementary schools could be reconfigured to allow all elementary students to return full time in all our buildings. This last point is critical. Education must be equitable for all students. In this instance, this means all our elementary buildings would have to be able to be reconfigured to accommodate all students coming back full time. It cannot be a case where some elementary schools could reopen full time and others would not. When we reviewed all the input from our building administrators, facilities personnel, and our engineers, it became disappointingly clear we could not reduce our class sizes to the point that each class would comply with all the social distancing and other health protocols necessary, and accommodate all our elementary students on a full time basis in all our elementary buildings. We had to make the hard decision to reopen our elementary schools on the hybrid model as outlined in our reopening documents. We understand for many parents, this is a disappointment and will necessitate personal and family adjustments once school does reopen in September. However, as noted, the education we provide must be equitable and we must be able to safeguard the health of all students, teachers and District staff. We will continue to look at options that might afford us more learning space that would permit a five-day program for all our elementary students. Right now, that does not exist. If circumstances change, we will of course let the community know and work to transition our elementary program.

We are looking forward to our discussions during our virtual meetings.

As always, stay safe.

A handwritten signature in cursive script that reads "Dr. Maria L. Rianna". The signature is written in black ink and is positioned above the printed name and title.

Dr. Maria L. Rianna
Superintendent of Schools

Glen Cove Schools

Maximizing Opportunities for Learning Reopening Plan

Introduction

On Monday, July 13, Gov. Andrew Cuomo announced that school districts in New York can follow plans to reopen for in-person schooling in September 2020 if COVID-19 infection rates stay at 5% or lower in a given region.

Determinations will be made by region about opening and closing schools as the COVID-19 pandemic continues. If a region is in Phase 4 and has a daily infection rate of 5% or lower over a 14-day average, schools in that region could hold in-person instruction. However, if daily infection rates exceed 9% over a seven-day average, schools in that region would not reopen. Should a region see such an average after reopening, schools in that region would be directed to close.

While districts have been instructed to prioritize efforts to return all students to in-person instruction, the district is also planning for a hybrid model that combines in-person instruction and remote learning, as well remote/distance learning. The district is required to submit plans via a NYSED portal by July 31, 2020.

The plan outlined here is for the reopening of schools for the 2020-21 school year, following the building closure related to the COVID-19 pandemic. This plan includes procedures that will be followed in all six buildings; four (4) elementary schools, one (1) middle schools, and one (1) high school buildings:

- *Deasy Elementary (kindergarten through second grade), Gribbin Elementary (kindergarten through second grade), Connolly Elementary (grades three to five), Landing Elementary (grades three to five),*
- *Robert M. Finley Middle School (grades six through eight)*
- *Glen Cove High School*

The health and safety of our students, our staff and their families is our top priority. We want students and employees to feel safe returning to school campuses. Our reopening plan incorporates recommendations and guidance from the following institutions/agencies:

- [Centers for Disease Control and Prevention \(CDC\)](#)
- [New York State Department of Health \(NYSDOH\)](#)
- [New York State Education Department \(NYSED\)](#)
- [Preparing K-12 School Administrators for a Safe Return to School in Fall 2020](#)
- [DOH Interim Guidance for In-person Instruction At Pre-k To Grade 12 Schools During the Covid-19 Public Health Emergency](#)
- [RECOVERING, REBUILDING, AND RENEWING: THE SPIRIT OF NEW YORK'S SCHOOLS- NYSED REOPENING GUIDANCE](#)

It is possible that we may need to alternate between in-person and remote learning throughout the year due to recommendations and guidance from our partnering agencies, and stay-at-home orders from the Governor. The level of infection, the spread of the virus and response to the disease in our community will be at the forefront of our decision making as we move to open our schools.

Dr. Maria L. Rianna, Superintendent of Schools, Dr. Michael Israel, Asst. Superintendent for Curriculum & Instruction and Victoria Galante, Asst. Superintendent for Business will serve as the district’s COVID-19 Coordinators. We will serve as the central contacts for schools, stakeholders, families, staff and other school community members and will ensure the district is in compliance and following the best practices per state and federal guidelines.

Continuity of quality learning remains to be our central focus point, the fixed point in a seemingly “new” world. Education remains a fundamental value and belief of preserving equity in providing opportunities and successful outcomes for all students. The changes in education in the era of COVID-19 is both tactical and strategic...keenly analyzing and addressing all areas, while steadfastly focused on positioning the school district to support the needs of our children and staff.

Our Guiding Principles, as we prepare for the new school year, continue to be:

- Maintain student, staff & community health and safety
- Promote continuity and quality of instruction
- Ensure equal access and equity for all students
- Develop plans that are within the district’s budgetary parameters
- Align the plans to meet the guidance of NYS & DOH

The creation of the plan has included all stakeholders, creating a Task Force that include; parents, teachers, administrators, custodial staff, clerical staff, nurses, Board of Education members and support staff:

Dr. Maria L. Rianna	Superintendent of Schools
Dr. Michael Israel	Assistant Superintendent of Curriculum & Instruction
Victoria Galante	Assistant Superintendent for Business
Karen Ferguson	Board of Education Trustee
Lia Leone	Board of Education Trustee
Viktor Tymchynyuk	Director of Facilities
Melanie Arfman	Principal- ES
Peter C. Cardone	Director of PE, Health & Athletics
Daniel Cava	Coordinator of Instructional Technology
Allison Hernandez	Director of Special Education
Nelson Iocolano	Principal - MS
Betsy L. Lashin	Assistant Director of Special Education
Julie A. Mullan	Principal - ES
Antonio Santana	Principal – HS [GCEAA President]
Francine Santoro	Principal - ES
Amanda Barchi	Teacher
Kristin Strelec Brosnan	Social Worker
Michael Chiclacos	Teacher

Matthew Feinstein	Teacher
Alison Fletcher	Teacher [GCTA President]
Tina Braja	Parent
Alexis Di Maggio	Parent
Debbie Patino	Parent
Angela Raimo	Parent
Catherine T. Cook	Food Service
Diane Ruggiero	Food Service
Debra Manzione	Nurse [President Nurses' Assoc.]
Elizabeth Greenberg	
Linda Perlman	Clerical [GCESA President]
Anne Markoulis	Teacher Assistant
Ralph DiMaggio	Custodial [UPSEU President]
Albert Plude	Custodial
Gayle Tullo	Data & Technology
Barbara Brown	Transportation

Communication

To help inform our reopening plan, the district has sought feedback and input from stakeholders, including administrators, faculty, staff, students, parents/guardians of students, local health department officials and health care providers, employee unions and community groups. Engagement efforts included online surveys, virtual forums/meetings and one-on-one conversations.

The district remains committed to communicating all elements of this reopening plan to students, parents and guardians, staff and visitors. The plan is available to all stakeholders via the district website at http://glencoveschools.org/Assets/District_Documents/Glen_Cove_Reopening_Plan.pdf?t=637318016383670000, and will be updated throughout the school year, as necessary, to respond to local circumstances and any decisions made by the state or otherwise.

Every effort has been made to ensure that the plan is accessible to all individuals. The plan can also be translated into other languages, via the G-Translate feature available on 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. The district will use its existing communication channels – including a special page on the district’s website, Facebook, Twitter, district email [alldistrict] and Student Information System (SIS) (parents and students), 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, including but not limited to 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 shared will be based on state guidance

The district will follow its existing engagement and communication protocols with parents regarding the provision of special education services for their child. 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 for students and families classified as English as a New Language (ENL).

In support of remote learning, the district has and will continue make computer devices available to students and teachers who need them. The district will provide students and their families with multiple ways to contact schools and teachers during remote learning, including email, learning management system (Google Classroom or Seesaw), or via phone.

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 student’s age group and will provide frequent opportunities for students to review these policies and protocols. This targeted education will help ensure that all students and their families know what is expected of them as they successfully return to the school setting. These trainings will cover:

- Hand hygiene *protocols the district will follow and the training methods that will be used for students and their parents/guardians.*
- Proper face covering *procedures (how to wear and remove) the district will follow and the training methods that will be used for students and their parents/legal guardians.*
- Social distancing *protocols that the district will follow and the training methods that will be used for students and their parents/legal guardians.*

- Respiratory hygiene *protocols that the district will follow and the training methods that will be used for students and their parents/legal guardians.*
- Identifying symptoms *protocols that the district will follow and the training methods that will be used for students and their parents/legal guardians.*

The district will create and deploy signage throughout the district to address public health protections surrounding COVID-19. Signage will address protocols and recommendations in the following areas:

- Proper use of personal protective equipment (PPE)
- Acceptable face coverings and requirements related to their wear
- Hand washing
- Adherence to social distancing instructions
- Symptoms / prevention of COVID-19

In addition to signage, the district will encourage all students, faculty, staff and visitors through verbal and written communication to adhere to Centers for Disease Control and Prevention (CDC) and DOH guidance regarding the use of PPE.

Our district will operate under a standard procedure for addressing situations in which an individual has tested positive for COVID-19 or appears to be symptomatic. In the event that a student or staff member is sick or symptomatic, notification to exposed individuals will occur pursuant to the state's contact tracing protocols as implemented by the local health department.

Health & Safety

The health and safety of our students, our staff and their families is our top priority. We want students and employees to feel comfortable and safe returning to school campuses. Our reopening plan incorporates recommendations and guidance from the [Centers for Disease Control and Prevention \(CDC\)](#), the [New York State Department of Health \(NYSDOH\)](#) and the [New York State Education Department \(NYSED\)](#).

The school nurse is an essential member of pandemic preparedness, re-opening and re-entry planning teams. School nurses are on the front lines of exposure to students who are sick or who are asymptomatic but infectious. Our nurses are the wellness advocates for their schools, and their roles have never been more important than now, with school communities wrestling with how to prevent the spread of the novel coronavirus. Training is being prepared and will be provided by the Nassau Department of Health and updated as new information is provided by NYS Department of Health, CDC and Nassau County Department of Health.

PPE requirements for school health office staff caring for sick individuals includes both standard and transmission-based precautions. In areas with moderate to substantial community transmission, eye protection (e.g., goggles or face shield) will be added. When caring for a suspect or confirmed individual with COVID-19, all required PPE equipment will be utilized and guidelines followed.

Health Checks

The district has developed resources to educate parents/guardians and staff members regarding the careful observation of symptoms of COVID-19 and health screening measures that must be conducted each morning before coming to school. The resources include the requirement for any student or staff member with a fever of 100°F or greater and/or symptoms of possible COVID-19 virus infection to not come to school. The Centers for Disease Control and Prevention (CDC) [list of Coronavirus symptoms](#) was used to develop these resources. Daily temperature check and completion of the screening questionnaire provided in the [New York Forward Pre-K to Grade 12 School Guidelines](#) for staff, contractors, vendors, and visitors [prior to arrival/at school] is required. The district will implement practices to conduct mandated daily health screenings. Parents/guardians are required to complete health checks of their child prior to arrival to school, most notably assurance of temperature not exceeding 100°F. Daily temperature check and completion of the screening questionnaire shall be made available for students to complete prior to arrival at school.

All steps shall be taken to ensure all students are treated equally and students whose parent/guardian did not complete the screening are not singled out. Multiple avenues of screening completion shall be used, including having appropriately trained staff taking temperature for specific cases or even randomly. In no instance will a child be excluded from school due to lack of home screening. Any such instance requiring screening to be completed at school shall be treated in a confidential manner with the screening being completed as quickly as possible to minimize time away from instruction.

Any screening data shall be kept confidential by the COVID-19 safety coordinators in a secured database. Information will be segregated and shared with respective administrators/supervisors for attendance and job responsibility purposes only.

Contact Tracing

The district shall ensure compliance with [Contact Tracing Protocols](#). The district will notify the state and

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

District shall assist with contact tracing by:

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

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

Information about COVID-19 containment efforts will be communicated to students, families and staff members via the district's website, Facebook, and Twitter, as well as email, phone and push notifications (parents and students).

Infection Control Strategies

Spaces are designated in school buildings for isolation from others and immediate dismissal from school if an individual has a temperature of 100°F or greater or has a positive response to a screening question.

Students and staff must notify the school when they develop symptoms or if their answers to the questionnaire change during or outside school hours and how the school should be notified. The respective school nurse and building administrator serve as the primary point of contact.

The district requires students, faculty, or staff members who develop COVID-19 symptoms during the school day to report to the nurse's office and the dedicated isolation area, prior to being picked up or otherwise sent home. Students will be supervised in the isolation area while awaiting transport home. Students or staff will be referred to a healthcare provider and provided resources on COVID-19 testing. If there are several students waiting to see the school nurse, students must wait at least 6 feet apart. The district has designated areas to separate individuals with symptoms of COVID-19 from others. One area will be used to treat injuries, provide medications or nursing treatments, and the other area will be used for assessing and caring for ill students and staff.

Return to School After Illness

Schools must follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19. If a person is not diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19, they can return to school:

- Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours;
- If they have been diagnosed with another condition and has a healthcare provider written note stating they are clear to return to school.
- If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until it has been at least ten days since the individual first had symptoms.

Please note that this protocol will be updated as new information is provided by NYS Department of Health. The district requires that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. The discharge of an individual from quarantine and return to school will be conducted in coordination with the local health department.

Vulnerable Populations / Accommodations

We recognize that some students and staff members are at an increased risk for severe COVID-19 illness, live with a person who is at an increased risk, or simply do not feel comfortable returning to an in-person educational environment. It is our goal that these individuals are able to safely participate in virtual/remote educational activities.

The district shall work to identify vulnerable populations, with the assistance of the designated school physician and the COVID-19 safety coordinators. As applicable, the following may occur:

- Provision of additional PPE
- Modification to work/educational services
- Isolation and containment of people with symptoms

Face Covering

The district understands and affirms the wearing of masks are required for students and staff. Students, staff and visitors to our schools will be expected to wear face coverings when six-foot physical distance is not possible, including on the school bus and outside the school bus. Students will be allowed to remove face coverings during meals and for short breaks so long as they maintain appropriate social distance or are within distances with appropriate barriers. Other PPEs like a face shield may be beneficial and will be provided. The district shall provide a washable, cloth face cover with the school district logo to all employees and students. Staff and students are allowed to wear personal face coverings as well. A disposable face covering will be provided to students and staff, if needed, at no cost. Acceptable face coverings for COVID-19 include, but are not limited to, cloth-based coverings and surgical masks that cover both the mouth and nose.

Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school, so there may be periods of time when breaks will be provided.

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

- The proper way to wear face coverings
- Washing hands before putting on and after removing their face covering
- Proper way to discard disposable face coverings

Health Hygiene

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

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

Facilities

In order to prevent the spread of COVID-19 infection in the district, Facilities & Operations will be geared toward meeting social distancing requirements and cleaning frequently touched spaces regularly. In carrying out projects or tasks supporting infection control, requirements will be met for changes associated with building spaces.

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

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

Social Distancing

The district has developed a plan with policies and procedures for maintaining social distancing of all students, faculty, and staff when on school facilities, grounds and transportation. The plans are consistent with USDOL OSHA standards: [Spatial Relationships- Maximizing Social Distancing \(Protocols\)](#). A “Cohort” model (especially K-6) shall be instituted to minimize transitions. Classroom capacity, primarily the number of desks in classrooms has been assessed, depicted in the following photos: [ES Capacity ... MS Capacity ... HS Capacity](#). In some buildings spaces such as gyms, libraries, and/or computer labs will be repurposed for instruction. Offices and Workrooms have also been remodeled, as depicted in the following photos: [\(HSE\) \(HSW\)](#). In instances physical barriers are used when six feet is not feasible in a space.

Reduced transitions and avoidance of congestion in shared space (hallways, no locker use, common areas) is vital. Maximum capacity signage for smaller spaces shall also be posted based on the 6 ft. requirement. One way directional and signage will be used as much as feasible.

Even with the existence of social distancing of 6 feet, proper face coverings must be worn in common areas such as hallways or school buses. For those medically unable to wear face coverings accommodations will be made to ensure a social distancing of 6 feet.

Cleaning and Disinfecting

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

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

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

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

Regular cleaning and disinfection of the facilities will occur, including more frequent cleaning and disinfection for high-risk and frequently touched surfaces. This will include desks and cafeteria tables, which should be cleaned and disinfected between each individual’s use. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed.

The district will ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use. Employees will be provided with resources for cleaning personal space and cleaning of frequently touched areas and items.

Additional information about cleaning and disinfection will be communicated to students, families and staff members via the district's website, Facebook, Twitter, List-Shen (all employees) and SIS (parents and students).

Filtration and Ventilation

The district has clear [protocols for the enhancement and maintenance of filtration and ventilation](#). The protocols are as follows: filtration and ventilation meet or exceed minimum requirements. The protocols serve to ensure adequate, code required ventilation (natural or mechanical), with the goal of increasing ventilation with outdoor air to the greatest extent possible (e.g., opening windows and doors) while maintaining health and safety protocols, particularly for younger students. Working with engineers, the district has established proper filtration requirements, both type and frequency of replacement.

Visitors to Campus

Visitors will not be allowed in school buildings, except for official purposes or for reasons related to the safety and well-being of students. Parents/guardians will report to the front office and not go beyond unless it is for the safety or well-being of their child. Essential visitors to facilities will be required to wear face coverings and will be restricted in their access to our school buildings. Visitors must follow all safety protocols as listed above.

Public Use of Facilities and Grounds

Any allowable use of school facilities must be subjected to the same guidelines required for all other school operations.

School Safety Drills

The district will conduct fire (evacuation) drills and lockdown drills as required by education law and regulation and the fire code without exceptions. Schools must continue to conduct mandatory fire and lockdown drills according to the existing statutory schedule. Drills will be conducted in a manner that maintains social distancing at exits and gathering points outside the building, while still preparing students to respond in emergencies.

Procedures shall be implemented to modify school safety drills to ensure social distancing between persons. Regardless of the modification used when conducting a drill, students should be instructed that if it was an actual emergency that required evacuation or lockdown, the most imminent concern is to get to safety; maintaining social distancing in an actual emergency that requires evacuation or lockdown may not be possible and should not be the first priority.

Modifications to drills may include, but are not limited to:

- Conduct lockdown drills in classroom settings while maintaining social distancing/using masks.
- Conducting lockdown drills on a “staggered” schedule with smaller numbers of students present to maintain social distancing, however schools must be certain that all students are receiving instruction in emergency procedures and participating in drills while they are in attendance in-person.
- Conduct lockdown drills in classrooms without “hiding”/“sheltering” but provide an overview of how to shelter or hide in the classroom.

School Closures

A closure refers to contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education. The district will collaborate with the Nassau County Department of Health to determine the parameters, conditions or metrics (increased illness in school, community, or region) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.

The decision for school closure (reduction of in-person education) shall be in consultation with state and county health departments, and plan for an orderly closure; such conditions may include, but not limited to:

- Schools will close if the regional infection rate rises over 9% after August 1. Schools will close if the 7-day rolling average of the infection rate is above 9%.
- Schools in regions in Phase 4 can reopen if the daily infection rate remains below 5% using a 14-day average, unless otherwise directed from the Saratoga County health department.
- If the infection rate rises above 9%, schools must wait until the 14-day average is below 5%
- Once schools open at Phase 4 below 5% for a 14-day rolling average, schools can remain open even if the rate continues to rise about 5% until it reaches 9% for the 7-day average.
- If absentee rates impact the ability of the school to operate safely.

The district may choose to modify operations prior to closing to help mitigate a rise in cases. For instance, if infection rates are rising above 5%, consideration may be given to modifying school operations for medically vulnerable students and staff if they are participating in in-person activities.

The district shall consult the local department of health when making such decisions. Determination will be made as to which operations will be decreased, or ceased and which operations will be conducted remotely; a process to conduct orderly closures which may include phasing, milestones, and involvement of key personnel shall be made by the Superintendent of Schools.

Information about how school closure will be communicated to students, families and staff members via the district's website, Facebook, Twitter, email and notifications systems (parents and students).

Child Nutrition

School meals will continue to be available to all students, including those attending school in-person and access provided to those learning remotely at designated sites. Protocols have been established to safely serve meals in accordance with [state regulations](#).

Meals Onsite

For students onsite, meals will be provided while maintaining appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced.

The district will ensure social distancing between individuals while eating in the school. Meals may be served in alternate areas (e.g., classrooms) or in staggered meal periods to ensure social distancing and proper cleaning and disinfection between students. Measures shall be taken to protect students with food allergies, how students perform hand hygiene before/after eating, how hand hygiene will be promoted, how sharing of food/beverages will be discouraged; how social distancing and/or physical barriers will be utilized.

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

Meals Offsite / Remote

Designated sites and hours shall be communicated via the district's website, Facebook, Twitter, email and messaging notification systems (parents and students).

Transportation

The district will conduct transportation activities that are consistent with state-issued public transit guidance and NYSED School Reopening guidelines.

Students and school staff must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated) and should maintain appropriate social distancing to the extent practicable.

Students will be required to wear masks and social distance on the bus to the extent practicable; however, students whose physical or mental health would be impaired are not required to wear a face covering, but must be appropriately socially distanced. Additional protocols will be in placed and not limited to:

- Load from back to front
- Siblings together
- Assigned seating
- Monitor on the bus
- Reduce number of students at each bus stop
- No daily changes in bus assignment (i.e. play dates)

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

Transportation shall also be provided to eligible children who are in foster care or homeless.

Social Emotional Well-Being

The district recognizes that the social emotional well-being of our students and staff during these challenging times is critically important. Specific staff training in the identification of students in need of additional support will be provided prior to student return. There is also an increased availability of the district's counselors, social workers, and psychologists to work with children. Additional efforts for collaboration with community-based mental health resources are ongoing.

The district shall continue to provide professional development opportunities and talking points for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency, as well as provide support for developing coping and resiliency skills for students, faculty, and staff.

Teaching and Learning - Equity in Opportunities and Outcomes

- Authentic Approach to Learning

The district's plan for reopening is focused on prioritizing in-person learning, ensuring substantive daily interaction between teachers and students. This includes, but is not limited to, special education students, English language learners, students who did not engage in remote learning during the spring of 2020, and/or students with technology or connectivity needs. Early grades (K-5) are planned to be onsite 2 days per week. Grades 6-12 are planned to attend in a three cohort, hybrid model, with a schedule system designed to transition from period to period and on-site and online learning. Online learning options for vulnerable populations will also be available.

The plan serves to provide clear opportunities for equitable instruction for all students; ensuring continuity of learning regardless of the instructional model used; providing standards-based instruction; and clearly communicating information about instructional plans with parents and guardians. All instruction will continue to be aligned to the New York State Learning Standards.

To ensure a high quality learning experience for students a series of protocols have been established including: addressing learning gaps, prioritized curriculum, standards-based instruction and high-value lessons, standards for grading, standard for use of learning management platforms, and professional development to maximize the expertise of instructional professionals.

Assessing student learning gaps or areas of need will be critical. Formative assessment before a unit of instruction to assess student understanding of pre-requisite skills will 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/performance indicator framework designed to provide direct feedback regarding students' mastery of course content.

In-Person Instruction

Consideration for daily in person instruction has been explored in all buildings. Due to constrictions in facilities and enrollment, full onsite, daily attendance in the secondary buildings will not be an option in line with proper social distancing guidelines and safety/health guidelines.

Early grades (K-5) are continuing to review a plan to be onsite daily. Upon reopening, the number of students in each classroom will be reduced to adhere to CDC guidance regarding proper social distancing or barriers and masks.

Classroom capacity, primarily the number of desks in classrooms has been assessed. Accommodating for 6 feet, social distancing will not be reached. A combination of 6 feet social distancing OR barriers would be necessitate the identification of additional rooms and all common-area spaces that can be converted into classrooms.

Synchronous and asynchronous instruction through the use of technology may be integrated to accommodate the expanded number of classrooms needed to ensure social distancing. The predominant focus will be students being in attendance (daily tracking), the quality of the learning experience/delivery, and grading for learning. Capacity shall be provided for employees to deliver remote services from an on-site location when warranted.

All schools will minimize the movement of students. This means having students eat lunch in their classroom instead of the cafeteria and eliminating assemblies, field trips and other large-group activities. Special-area subjects (e.g., art, music, physical education) may be delivered in the classroom or asynchronously. Whenever possible, students will utilize outside space for physical education instruction. We will adhere to 6 feet between students when engaging in physical activity.

To the extent possible, students will remain in small cohorts if/when leaving the classroom, such as for recess or any necessary transition, so as to reduce their exposure to additional students.

Information on school schedules will be distributed by the respective principals prior to the official start of school, yet to be determined.

Hybrid Instruction - Grades 7-12

Grades 7-12 are scheduled to attend a 3 co-hort/2 day alternating schedule. Due to the large number of students in a single building, this approach is consistent with public health recommendation, in that it:

- Reduces transitions of students
- Lends to less daily contact exposure for teachers/students (contact tracing ability)
- Provides for fewer students in each classroom space each day - social distancing
- Establishes more of a cohort approach
- Provides opportunities for in-person, positive relationship building social emotional learning and mental health
- Provides the ability to pivot from hybrid to virtual

The goal is to maximize contact time. Synchronous and asynchronous use of technology may be integrated to accommodate the expanded number of classrooms needed to ensure social distancing. The predominant focus will be students being in attendance (period by period tracking), the quality of the learning experience/delivery, and grading for learning. Capacity shall be provided for employees to deliver remote services from an on-site location when warranted.

Accommodating for social distancing will necessitate the identification of additional rooms and common-area spaces that can be converted into classrooms.

Due to social distancing requirements, large assemblies, field trips and other large-group activities will be suspended. Special-area subjects (e.g., art, music, physical education) may be pushed into the classroom or delivered asynchronously or virtually. Whenever possible students will utilize outside space for physical education instruction. We will adhere to 6 feet between students when engaging in physical activity.

To the extent possible, students will remain in small cohorts if/when leaving the classroom, such as for recess or any necessary transition, so as to reduce their exposure to additional students.

Information on school schedules will be distributed by the respective principals prior to the official start of school, yet to be determined.

Completely Virtual Learning (CVL) Option for Vulnerable Students

For families who have concerns about their child's health or impact on a family member with high risk factors (qualified as a COVID-19 Vulnerable Population ([DOH Guidance](#) and [NYSED Guidance](#))) they may choose to have their child engage in a completely virtual program, which shall entail both synchronous and asynchronous engagements. The district shall use in-district instruction and instructional resources, as well as additional instructional resources.

Information on opting into completely virtual instruction (CVL) will be distributed by the respective principals prior to the official start of school, yet to be determined. Homeschool options are still available and information is available on our website as well as emailing the Office of Instruction, misrael@glencoveschools.org.

Pivoting to All Remote

Given the possibility that communities may experience spikes in COVID-19 cases at any point during the school year, which may prompt short or long-term onsite school closures, the district is prepared to pivot to an all remote model and schedule aligned with the in-person environment.

All instruction will continue to be aligned to the New York State Learning Standards. Student schedules will remain the same whether instruction is in person or remote so that students do not encounter conflicts wherein synchronous lessons for different subjects are offered simultaneously.

Grading practices will be reviewed and provided prior to the start of the school year.

Transitioning Back to School

The school calendar typically includes one or more staff-only days throughout the year. Acknowledging the challenges that teachers, staff and students will encounter upon transitioning back to school, the district may shift those days to the start of the school year to focus on in-service, professional learning days.

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.

Special Education

Whether services are provided in-person, remote and/or through a hybrid model, the district will make all reasonable effort to address the provision of free appropriate public education, while protecting the health and safety of students with disabilities and those providing special education services.

Information about the provision of services to a child to meet the requirements of the IDEA shall be communicated via the district's website and by the Office of Special Education.

Bilingual and World Languages

Districts that plan to reopen using in-person or hybrid instruction address the need of bilingual learners.

It addresses the need to complete the ELL identification process within 30 school days of the start of the school year for all students who enrolled during COVID-19 school closures in 2019-20, as well as all students who enroll during summer of 2020 and during the first 20 school days of the 2020-21 school year. After this 20-day flexibility period, identification of ELLs will resume for all students within required 10 school days of initial enrollment.

Required instructional units of study to all ELLs should be provided based on their most recently measured English language proficiency level during in-person or hybrid instruction.

Extracurricular Activities

Extracurricular Activities, including interscholastic athletics, will follow guidance from the NYS Department of Health and the New York State Public High School Athletic Association. A reduction in available clubs may be evident to reduce incidences of contact.

Certification, Incidental Teaching and Substitute Teaching

All teachers will hold valid and appropriate certificates for teaching assignment, except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or education law.

- [Interim Guidance for Office-Based Work during the COVID-19 Public Health Emergency.](#)
(July 17,, 2020)
- [Interim Guidance for Public Transportation Activities during the COVID-19 Public Health Emergency.](#) (June 26, 2020)
- [New York State Department of Health Novel Coronavirus \(COVID-19\)](#)
- [New York State Education Department Coronavirus \(COVID-19\)](#)
- [Centers for Disease Control and Prevention Coronavirus \(COVID-19\)](#)
- [Occupational Safety and Health Administration COVID-19 Website](#)