

Shelter Island Union Free School District



Reopening Plan 2020-2021

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Shelter Island UFSD
Reopening Plan
2020-2021

Introduction

The Shelter Island Union Free School District is tasked with creating a reopening plan that can attest to many different guidelines and standards set forth by the Centers for Disease Control (CDC), Department of Health (DOH), and New York State Education Department (NYSED). As directed by the governor and the education department, our district has created three separate plans: in-person, distance, and a hybrid plan, which is a mixture of both. The governor will determine in the first week of August which plans are options for our districts. The School District and Board of Education will then decide which plan we will implement.

This plan was created through the collaboration of data from parent surveys, student surveys, faculty surveys, staff surveys, administrative meetings, faculty meetings, parent meetings, and committee meetings.

Communication/Family and Community Engagement

- The superintendent will continue to outline changes for the 2020-2021 school year through various meetings and letters to the community.
 - Staff Meetings: August 14, 21, 28 at 12:00 PM
 - Parent Meetings: August 18, 25, September 1 at 6:00 PM
- The plan will be presented to the Board of Education at its August meeting and will be voted on.
- The district administration will create a video to send to the staff and community outlining what the district changes will be. This will show the layout of hallways, the new look of classrooms, entry and exit procedures, and other safety measures.
- The district engaged with staff, teachers, administrators, parents, students, government officials, health officials, and board of education members to write this plan.

- The plan will be disseminated via the school website, social media, physical copies, text messages and emails home via ConnectED. Parents will be instructed to update their information in Powerschool.
- There will be signage and training regarding all safety procedures.
- The first week of school will be dedicated to training students. This training includes how to follow new COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering, social distancing, and respiratory hygiene.
- Signs will be made to adhere to CDC and DOH guidelines regarding the use of Personal Protective Equipment (PPE), face coverings, and social distancing.
- The district will provide all plans in English and Spanish.

Health and Safety

- The district will follow a room capacity calculator to allow for the number of children in each room in accordance with CDC and NYSED guidelines.
- Guidance was taken from multiple stakeholders to form this plan.
- The communication plan for our school is to provide signage throughout the building emphasizing safety, CDC and DOH guidelines, information sent via email, ConnectED, placed on the school website, texted, and phone messaged home.
- School director of health and nurse will train staff on how to observe for signs of illness in students and staff.
- The school will take the temperature of all children prior to entering the building.
- The faculty will answer a questionnaire with daily screening questions.
- Any ill student or staff will be evaluated by the school nurse. If the school nurse is not available that staff member or student will be sent to an outside medical advisor.
- Any student or staff member that has a temperature, shows symptoms, or answered affirmative on the health questionnaire will be sent to the side room of the nurse's office to isolate away from other people until they leave or are picked up. The isolation rooms are the side room in the nurse's office, and also other corridors around the school depending on the location of the sick person.
- Only essential people may visit the building. These visitors will receive a health screening and answer the questionnaire.

- The district will provide parents with written protocol to instruct them how to observe for signs of illness. Staff and families will also be sent videos to explain this to them.
- Written protocol will be sent out to staff regarding hand and respiratory hygiene. There will be signage as well.
- All members of the school district will be instructed to maintain a social distance of 6 feet whenever possible.
- The district will make accommodations for students and staff who are at high risk.
- All people in the building will wear a mask upon entry and exit into the building, in the hallway, and in the bathrooms. Students may take their masks off only if they are seated in a classroom and are able to maintain social distancing, currently a distance of 6 feet. If the classroom size permits, especially in elementary rooms, spots will be marked on the floor for students to sit socially distanced.
- Students who refuse to follow safety guidelines, included but not limited to not wearing masks in situations where social distancing cannot be maintained, will be sent home.
- No one may visit the building without wearing a mask.
- Any student, staff or faculty member who is presenting with COVID –19-like exposure or symptoms will be immediately sent home with instructions to contact their health care provider for assessment and testing. The COVID Coordinator will be alerted and the local DOH will be notified. Confidentiality must be maintained as required by federal and state law and regulations. The district will cooperate with any recommendations subsequently suggested by the DOH regarding cleaning, disinfecting and possible self-quarantine of others.
- The district, in consultation with the local health department(s), will determine the requirements for when individuals, who screened positive for COVID-19 symptoms can return to the in-person learning environment at school. A person must receive a negative test result or medical recommendation to return to school if they at any time test positive for COVID-19.
- District rooms will be disinfected and cleaned according to CDC guidance. This will be recorded and logged.
- Fire Drills will still be conducted in a socially distanced manner.

- The district does not have pre- and post-school care, but will consult with the outside agencies who do to make sure they are following protocol.
- Covid Safety Coordinator - District Level: Dr. Brian Doelger, Building Level: Todd Gulluscio & Mary Kanarvogel - checks on compliance with all aspects of schools' reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal.

Facilities

- Additions or changes to the building due to COVID will comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code, and the State Energy Conservation Code and will submit any changes to the State's Office of Facility Planning (OFP).
- The plan is in compliance with the 2020 Building Condition Survey and Visual Inspections.
- We will continue to conduct the Lead-In-Water Testing required by NYS DOH reg 67-4.
- Alcohol Hand Rub Dispensers are in accordance with FCNYS 2020 Section 5705.5.
- Any dividers installed will be sent to OFP for approval.
- New and/or temporary building construction will be sent to OFP for review.
- Any new properties used will be submitted to OFP for review.
- Tent use will be submitted to OFP for review.
- Existing or altered toilets and sinks meet the minimum requirements of BCNYS.
- Our school has more than 1 drinking fountain per 100 students.
- Our plan is to maintain adequate and code required ventilation design by installing Merv 13 and HEPA filters throughout the building.
- Plastic separators comply with 2020 BCNYS Section 2606.

Child Nutrition

- All students enrolled in the SFA will have access to school meals either way - whether they are instructed in school or remotely.
- The Shelter Island cafeteria will maintain all applicable health and safety guidelines.
- For meals in classrooms, measures will be taken to protect students with food allergies.
- Students will be educated on protocols and procedures for eating: hand hygiene before and after meals, how appropriate hand washing is performed, how sharing of food and drink is not allowed. Wash stations have been installed to promote this.
- If meals are served in the same area, the area will be cleaned and disinfected prior to the next group of students' arrival.
- The cafeteria will remain in compliance with the Child Nutrition Program.
- All cafeteria information sent home will be in English and Spanish.
- All students must maintain a social distance of 6 feet while consuming food and drink.

Transportation

- Sunrise Bus Company will clean and disinfect busses at least one time per day.
- High contact spots will be wiped down after each AM and PM run.
- Busses may not have hand sanitizer.
- School bus employees may not carry hand sanitizer.
- All bus employees must wear face masks and optional face shields.
- All bus employees must be trained and retrained on use of PPE, the use of proper social distancing, and the signs and symptoms of COVID - 19.
- Transportation employees must be provided with adequate PPE.
- Transportation staff at Sunrise Bus Company should be provided hand sanitizer and other hygiene products for use in their office or breakroom.
- Any transportation employee with direct physical contact with children must wear gloves.
- All transportation employees must perform the same self-health assessment as all district employees.
- All students must wear masks at all times on busses.
- Students who do not have a mask will be given one.

- Students who have disabilities that prevent them from wearing a mask will not have to. Other safety measures will be taken.
- Students will receive training and retraining on appropriate hygiene, use of PPE, use of social distancing, and safety measures on the bus.
- Transportation will be provided for all non-public, parochial, private and charter schools. Transportation will also be provided to students where IEPs have placed them at a different location.

Social and Emotional Well-Being

- The developmental school counseling program plans developed under the direction of Martha Tuthill will be reviewed and updated to meet the needs of the pandemic.
- This committee will meet and communicate the plan, with additional COVID measures to the community.
- The community has been provided with resources and referrals to address mental health, behavioral, and emotional support services and programs. We will continue to send out more information on this to the families.
- Staff will be provided professional development on how to talk to and support students during and after the ongoing COVID-19 public health emergency, and also provide support for developing coping and resiliency skills for students, faculty, and staff.
- The school will introduce a virtual and in-person updated social and emotional plan for grades Pre-K through 12.

School Schedules

- The school district posted three versions of opening for the 2020-2021 school year: 100% in person, 100% distant, and a hybrid model.

Attendance and Chronic Absenteeism

- No matter what model the district opens in, attendance will be taken for both teachers and students. This attendance will be monitored and students not attending classes online or in person will receive support from administration and our support staff.

Technology and Connectivity

- All students will be provided with a school issued iPad or Chromebook, or will use a personal device that has been certified by the IT department as meeting the minimum requirements for distance learning instruction.
- Any student that does not have access to the internet will be provided with access.
- While every student will have access to the internet and have a device, the district acknowledges that technology is not always accessible and will also provide other materials such as, but not limited to, packets and workbooks.

Teaching and Learning

- The district is prepared for 100% in-person, 100% distant, and a hybrid model. All of these methods are aligned to NYS learning standards.
- No matter which format, there will be substantive interaction between staff and students.
- Instruction must be accessible for all students. There also will be routine scheduled times for students to interact and seek feedback from their teachers.
- Anyone who has any question about anything at the school is able to email: support@shelterisland.k12.ny.us. We also set up a who-to-call list if anyone has particular problems. This will be available to students in both English and Spanish.
- The district does not contract with outside agencies including CBOs.

Special Education

- All the needs of all students will be met whether in person, remote, or hybrid. We will protect the health and safety of all students with disabilities.
- The district will document the programs and services offered for special education students in IEP Direct.

- As we do now, the district will continue to provide communications, informational brochures, and other information in the parent's preferred language or mode of communication in order to meet IDEA requirements. The district will also continue to ensure access to all necessary accommodations, modifications, supplementary aids and services, and technology to meet the unique disability related to the student's need.
- The district's CPSE, CSE, and outside providers will collaborate through departmental meetings to ensure there is an understanding of provision of services consistent with the recommendations on IEPs, plans for monitoring and communicating student progress, and commitment to sharing resources.
- No matter which reopening plan the district implements, all necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) will be provided to meet the unique disability-related needs of each student.

Bilingual Education and World Languages

- If the district chooses the hybrid or in-person model, the district will complete the ELL identification process within 30 school days at the start of the year for any potential students enrolled during the closures of 2019-2020, as well as during the summer of 2020 and the first 20 school days of the 2020-2021 school year. After this flexibility, all screenings will be completed within 10 school days of initial enrollment, as required by Commissioners Part 154.
- Instructional units of study will be provided to all ELL students based on their most recently measured English proficiency level during in-person or hybrid instruction.
- Parents of ELL students will continue to be regularly contacted by the school's general education and ELL teachers.

Teacher and Principal Evaluation System - Mandatory Assurance

- All teachers and principals will be evaluated pursuant to our currently approved APPR plan, including any variance approved by the department.

Certification, Incidental Teaching, and Substitute Teaching

- The district will continue to ensure that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner's regulations or Education Law.

Staff, Student, Parent Training

Re-Opening Overview:

- All parents will be provided with a video reviewing the changes for the 2020-2021 school year by August 15th.
- This video will be provided in both English and Spanish.

Health protocols:

- All staff members will be trained on new health protocols by September 2.
- Virtual, recorded trainings will be available starting August 15th.
- All parents will be provided with a link on new health protocols by August 21st.
- All students will be trained on new health protocols by September 2nd.
- On the first day of school, teachers will enforce and model protocols.
- School Nurse Mary Kanarvogel will visit classrooms as well to train all students.

Safety Actions Taken/In Process

- Wash stations have been installed and we are looking into installing new stations throughout.
- True HEPA Air purifiers have been purchased for each room.
- PPE has been purchased - thousands of masks, gloves, and gowns.
- Hand sanitizer has been purchased.
- Reduced class sizes when necessary.
- Students will be entirely cohorted in grades Pre-K – 7.
 - Students will be instructed with the same group of students throughout the school day.
- Classrooms have been realigned to fit students and staff as safely as possible.

- Teacher schedules have been reassigned for optimal safety in teaching and learning.
- Health screens and temperature checks will be performed on all students and staff.
- Staff will self report via a questionnaire.
- New school entrance plan has been put in place for the morning.
- Hallways and stairways have been rerouted – one-ways with arrows in the hall.
- Classrooms must be cleaned out of everything but desks to optimize space.

Components of Shelter Island's Plan

- Students and staff will wear masks at all times, except when engaged in instruction and seated at a desk that is socially distanced from their peers and staff.
- Daily health screenings will be conducted for all employees, students, and staff.
- Children's temperatures will be taken upon arrival.
- Contact tracing and coordination with local health department guidelines will be adhered to.
- Daily cleaning and disinfecting protocols will be logged and documented.
- There will be limited sharing of supplies.
- There will be only essential school visits.
- Training for students and staff on proper hygiene and safety cleaning measures will be conducted.

Academic/Instructional Parameters

- All students will report to school for a full day.
 - Except Pre-K 3 will be half day as planned
- Spaces will be converted to create extra classroom space.
- Teachers and classes will be encouraged to go outside.
- Different personnel may teach or supervise different classes to keep class numbers as low as possible (teachers have been given the flexibility by the NYS Education Department to teach 10 hours per week outside of the certification area).
- The first week of school will consist of orientation on new safety protocols.
- Teachers will also place a strong focus on social and emotional learning.
- Lunches will be in the classroom.

- Pre-K-7 will eat lunch in their classroom.
- 8-12 can leave school grounds for lunch with parental permission.
- If students do not leave grounds, they can bring or grab-and-go their lunch and eat in the auditorium.

In-Person Instruction

- All students attend school.
- Social distancing procedures in place.
- All students must wear a mask except during instruction with the teacher's permission.
- If students are not able to take masks off, students should be given mask breaks during class while being socially distanced.
- Hand sanitizer and PPE will be available in every classroom.
- On the secondary level, there is no food permitted in the classroom except for student specified lunch periods. Students who do not have a lunch period will be accommodated to eat lunch in a classroom.
- Students will be encouraged to learn outside. There will be a sign out process for outdoor desks and spaces.

Instructional Considerations – In-person Instruction

- In order to ensure a seamless transition to a remote environment (in case of short or long-term closure), all teachers should be proficient in using Google Classroom and Google Meet by the first day of school. Teachers must keep their Google Classroom accounts current with homework assignments, topics being taught, etc.
- Items of importance (textbooks, materials, etc.) must be distributed and sent home for the year as soon as possible in case of building closure.
- Attendance will be required (and taken by teachers).
- Sharing of materials: Focus should be on digitally sharing materials. Technology should be used whenever possible. Students must bring their Ipad or Chromebook to all classes. Teachers and staff should minimize the physical sharing of devices and materials and should share via technology as much as possible. Classrooms will be equipped with extra device chargers.

Elementary Schedule (Pre-K through 7) – In-person Instruction

- All students in grades Pre-K through 7 will be cohorted.
- Classroom furniture will be reduced to accommodate 6 feet of distance between all student desks.
- Markers will be placed on the floor to assist students in identifying appropriate social distanced space.
- Special area teachers will push into classrooms.
- Students will still have recess, but with one class in a designated area at a time (no comingling with other classes). The school will utilize all fields including the front and back of the school as well as Fiske Field.
- Lunch will be served in classrooms.

Secondary Schedule (Grades 8-12) - – In-person Instruction

- Classroom furniture will be reduced to accommodate 6 feet of distance between all student desks.
- Students will have access to grab-and-go lunches and will eat in the auditorium or off campus.

English as a New Language Service - – In-person Instruction

- Students will be provided services as per Part 154 Regulations.
- Services will consist of a combination of co-teaching and stand-alone classes.

Special Education Services – In-person Instruction

- Services will be delivered as per IEP.
- Service providers will wear appropriate PPE.

Building Protocols – In-person Instruction

- All buildings will display appropriate signage regarding hygiene in offices, hallways, and classrooms.
- Areas where students tend to congregate will be marked with six feet distance markers.
- Social distancing signs will be posted in hallways and classrooms.

Staff Arrival – In-person Instruction

- Staff must stay home if ill.
- Staff must complete health screening prior to attending for the day.

Student Arrival – In-person Instruction

- Please see below procedure:

Shelter Island School Dropoff/COVID-19 Screening Procedure



← ALL TRAFFIC →

- 1) School Street will be limited to one way school traffic only beginning at 7:40am.
- 2) Vehicles will proceed to either the PK-7 Checkpoint or to the 8-12/Bus Checkpoint following the prescribed traffic pattern.
- 3) All students and their families will remain in the vehicle until students have been screened and cleared for entry by authorized personnel.
- 4) Once cleared for entry, students will report to their designated area PK-7 (Gymnasium) 8-12 (1st Period Classroom)

- Grades Pre-K-7 walkers and bikers should report to the gym entrance.
- Grades 8-12 should report to the front entrance.

Student Dismissal – In-person Instruction

- Pre-K through 7 - Similar to entry. Students will be taken to the gym.
- Secondary- Staggered based on grade.

Meetings – In-person Instruction

- Faculty and Department meetings will be held remotely using Google Meet.
- Parent/Teacher Meetings will be held remotely using Google Meet.
- CSE and 504 meetings will be held remotely using Google Meet.

Visitors – In-person Instruction

- Only essential visitors will be permitted in the school building.
- Parents, however, may drop off items at the front desk.

When an arriving student presents with symptoms – In-person Instruction

- Elementary- Students who have a temperature of 100.0 or higher at entrance will be sent home. Students who were previously admitted to the building and present symptoms during the day will be sent to the isolation room. Parent/guardian will be contacted.
- Secondary- Students who have a temperature of 100.0 or higher at entrance will be sent home. Students who were previously admitted to the building and present symptoms during the day will be sent to the isolation room. Parent/guardian will be contacted.

Traveling in Hallways/Stairways – In-person Instruction

- Stairways are designated one way.
- Hallways are clearly marked with directionals on each side.

Use of bathrooms – In-person Instruction

- One student will be allowed in the bathroom at a time. Students must sign out in a log in the classroom prior to using the bathroom.
- Bathrooms will be cleaned/sanitized twice a day.

Mental Health – In-person Instruction

- There will be a heavy focus on social and emotional learning.

- The social worker and school psychologist will push into classrooms.
- A new SEL plan will be introduced and implemented. All students will be screened using the BIMAS-2. A plan will be developed for at-risk students.

Field Trips – In-person Instruction

- There will be no field trips until further notice.

Use of Indoor Facilities by Outside Groups

- There will be no outside groups until further notice.

Remote Learning Plan Overview

Remote Learning Program Overview

The Shelter Island School District has put in place a Remote Learning Program in case closure is necessary. This guide will help parents and caretakers understand the way Remote Learning works, the technology support for Remote Learning, and guidelines for our students and parents.

In the eventuality that the school is advised that closure is necessary, Dr. Doelger will alert families and faculty/staff by email and ConnectEd. In this message, Dr. Doelger will specify a start date for Remote Learning. Following Dr. Doelger's communication, the school will provide families with specific instructions about Remote Learning, both academically and technologically.

Action Plan for Students & Parents – Remote Learning

Shelter Island Schools, grades Pre-K- 12, will use the following primary means of communicating assignments, lessons, and activities with students:

- **Assignment Packets** – Packets will be sent home and/or emailed from teachers.
- **School Email** – All students have a school email account. Teachers will communicate with students using the school email.
- **School Attendance** – Teachers will take attendance in Powerschool. A student will be marked present for synchronous classes when they attend a session live. They will be marked present when assignments are completed for asynchronous lessons. Any student with 4 or more absences in any class per quarter will be referred to the COVID Student Support Team to evaluate student needs and progress. Excessive absences may result in class failure and/or grade retainment.
- **Google Classroom** – **All assignments will be posted in Google Classroom.** All students and parents have access to a Google Classroom account. Google Classroom is a

platform that combines a learning management system and gradebook. It enables teachers to post assignments and instructional materials as well as receive assignments from students. Assignments will be graded and entered into Powerschool. Assignments turned in late may be subject to deducted points at faculty discretion. An appeals process will be in place in the case of extenuating circumstances.

- **Google Meet Conferencing** - Google Meet is a video conferencing app that allows teachers and students to have real-time interaction. Live video sessions can accommodate 2 to 100 participants.

Teachers/related service providers will regularly communicate using school email and by posting information in Google Classroom. In addition, teachers may provide live video lessons using Google Meet when needed. In the event that a live video meeting will take place, it will occur during the time of a student's regularly scheduled class time. The district recommends a minimum of 1 to 2 live classes per week per class. Students will be informed of the live sessions at least 24 hours in advance. All teachers will provide remote office hours each week to meet with students in small group sessions or on a one to one basis. Office hours will take place during the regular school day.

*In the event that elementary school students are missing assignment packets, please contact the school at support@shelterisland.k12.ny.us to schedule a pick up/drop off.

Guidelines for Students & Parents & Teachers – Remote Learning

What should students and parents do to ensure success?

- All student-assigned iPads and Chromebooks must be charged nightly to ensure they can meet class expectations.
- Make sure that you have login information for Google Classroom, school email, and Google Meet.
- Log into each system. If you cannot, contact our faculty/staff using support@shelterisland.k12.ny.us.

- Establish and communicate routines and expectations for each day.
- If possible, define a specific physical space for your child's study.
- Live classes are for student-teacher interactions only; if a parent needs an appointment with a teacher, he/she should request a separate time.
- Monitor communications from your children's teachers.
- Collaborate with and support your Shelter Island Union Free School District (SIUFSD) staff, mentors, teachers, and administrators.
- Comply with SIUFSD's Technology Acceptable Use Policy, including expectations for online etiquette.
- Proactively seek out and communicate with other adults at SIUFSD as different needs arise.
- Monitor your child's stress or worry. Communicate with your child's teacher or related service provider.
- Ensure that you and your child are engaging in physical activities, mindfulness techniques, and other de-stressors.
- The district will provide regularly scheduled professional development for parents to help them best support their children's learning needs.

Important Contact Information – Remote Learning

For questions about	Contact
A course, assignment, or resource	The assigned teacher
A technology-related problem or issue	support@shelterisland.k12.ny.us
A personal, academic, health or social-emotional concern	support@shelterisland.k12.ny.us
Superintendent/Principal	brian.doelger@shelterisland.k12.ny.us
Psychologist	danielle.spears@shelterisland.k12.ny.us
Social Worker	michelle.albano@shelterisland.k12.ny.us
Guidance Counselor	martha.tuthill@shelterisland.k12.ny.us
Nurse	mary.kanarvogel@shelterisland.k12.ny.us
Food Services	helene.starzee@shelterisland.k12.ny.us

Hybrid Instruction

Pre-K - 7th Grade – Hybrid Instruction

- Schedule and protocols will remain the same as in-person if current enrollment allows.
- Based upon potential increase in current enrollment:
 - Group A - Monday and Tuesday in school & Thursday/Friday Virtual
 - Group B - Thursday and Friday in school & Thursday/Friday Virtual
 - Cleaning and Prep Day on Wednesday
 - Determinations will be made alphabetically, and consideration will be given to families to send siblings to school on the same days.
 - All students attend school on their scheduled day.
 - On their distance learning day, students must attend class virtually.
 - Social distancing procedures will be in place.
 - All students must wear a mask except during instruction with the teacher's permission.
 - If students are not able to take masks off, students should be given mask breaks during class while being socially distanced.
 - Hand sanitizer and PPE will be available in every classroom.
 - Students will be encouraged to learn outside. There will be a sign out process for outdoor desks and spaces.
 - School Attendance – Teachers will take attendance in Powerschool. A student will be marked present for synchronous classes when they attend a session live. They will be marked present when assignments are completed for asynchronous lessons. Any student with 4 or more absences in any class per quarter will be referred to the COVID Student Support Team to evaluate student needs and progress. Excessive absences may result in class failure and/or grade retainment.

Special Education and ELL Students – Hybrid Instruction

- Special considerations for as much in-person school will be made for this student population.

Grades 8-12 – Hybrid Instruction

- Based upon increase in current enrollment
- Group A - Monday and Tuesday in school & Thursday/Friday Virtual
- Group B - Thursday and Friday in school & Thursday/Friday Virtual
- Cleaning and Prep Day on Wednesday
- Determinations will be made alphabetically, and consideration will be given to families to send siblings to school on the same days.
- All students attend school on their scheduled day.
- On their distance learning day, students must attend class virtually.
- Social distancing procedures will be in place.
- All students must wear a mask except during instruction with the teacher's permission.
- If students are not able to take masks off, students should be given mask breaks during class while being socially distanced.
- Hand sanitizer and PPE will be available in every classroom.
- On the secondary level, there is no food permitted in the classroom except for student specified lunch periods. Students who do not have a lunch period will be accommodated to eat lunch in a classroom.
- Students will be encouraged to learn outside. There will be a sign-out process for outdoor desks and spaces.

Instructional Considerations – Hybrid Instruction

- In order to ensure a seamless transition to a remote environment (in case of short or long-term closure), all teachers should be proficient in using Google Classroom and Google Meet by the first day of school. Teachers must keep their Google Classroom accounts current with homework assignments, topics being taught, etc.
- Items of importance (textbooks, materials, etc.) must be distributed and sent home for the year as soon as possible in case of building closure.

- Attendance will be required (and taken by teachers).
- Sharing of materials: Focus should be on digitally sharing materials. Technology should be used whenever possible. Students must bring their Ipad or Chromebook to all classes. Teachers and staff should minimize the physical sharing of devices and materials, and should share via technology as much as possible. Classrooms will be equipped with extra device chargers.

Elementary Schedule (Pre-K through 7) – Hybrid Instruction

- All students in grades Pre-K through 7 will be cohorted.
- Classroom furniture will be reduced to accommodate 6 feet of distance between all student desks.
- Markers will be placed on the floor to assist students in identifying appropriate social distanced space.
- Special area teachers will push into classrooms.
- Students will still have recess, but with one class in a designated area at a time (no comingling with other classes). The school will utilize all fields including the front and back of the school as well as Fiske Field.
- Lunch will be served in classrooms.

Secondary Schedule (Grades 8-12) – Hybrid Instruction

- Classroom furniture will be reduced to accommodate 6 feet of distance between all student desks.
- Students will have access to grab-and-go lunches and will eat in the auditorium or off campus.

English as a New Language Service – Hybrid Instruction

- Students will be provided services as per Part 154 Regulations.
- Services will consist of a combination of co-teaching and stand alone classes.

Special Education Services – Hybrid Instruction

- Services will be delivered as per IEP.

- Service providers will wear appropriate PPE.

Building Protocols – Hybrid Instruction

- All buildings will display appropriate signage regarding hygiene in offices, hallways, and classrooms.
- Areas where students tend to congregate will be marked with six feet distance markers.
- Social distancing signs will be posted in hallways and classrooms.

Staff Arrival – Hybrid Instruction

- Staff must stay home if ill.
- Staff must complete health screening prior to attending for the day.

Student Arrival – Hybrid Instruction

- Please see below procedure:



- 1) School Street will be limited to one way school traffic only beginning at 7:40am.
- 2) Vehicles will proceed to either the PK-7 Checkpoint or to the 8-12/Bus Checkpoint following the prescribed traffic pattern.
- 3) All students and their families will remain in the vehicle until students have been screened and cleared for entry by authorized personnel.
- 4) Once cleared for entry, students will report to their designated area PK-7 (Gymnasium) 8-12 (1st Period Classroom)

- Grades Pre-K-7 walkers and bikers should report to the gym entrance.
- Grades 8-12 should report to the front entrance.

Student Dismissal – Hybrid Instruction

- Pre-K through 7 - Procedure will be similar to entry; students be taken to the gym.

- Secondary- Staggered dismissal based on grade.

Meetings – Hybrid Instruction

- Faculty and Department meetings will be held remotely using Google Meet.
- Parent/Teacher Meetings will be held remotely using Google Meet.
- CSE and 504 meetings will be held remotely using Google Meet.

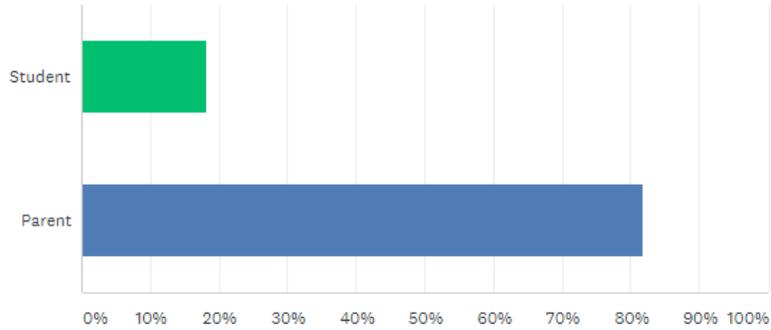
Visitors – Hybrid Instruction

- Only essential visitors will be permitted in the school building.
- Parents, however, may drop off items at the front desk.

Parent/Student Survey Results

Please identify if you are a student or parent.

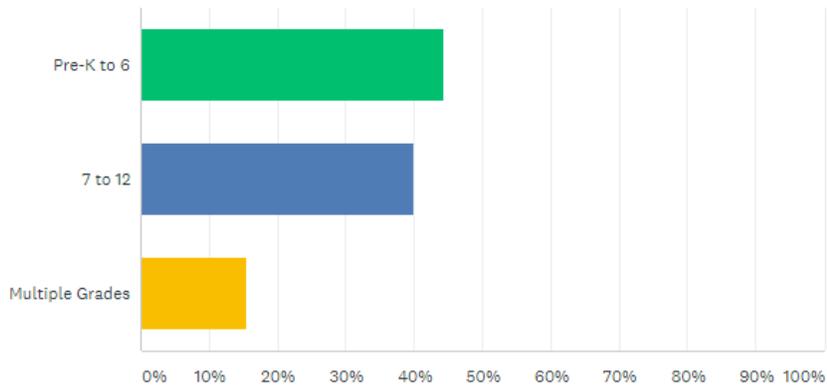
Answered: 44 Skipped: 1



ANSWER CHOICES	RESPONSES
▼ Student	18.18% 8
▼ Parent	81.82% 36
TOTAL	44

Please identify what grade level you or your child is associated with.

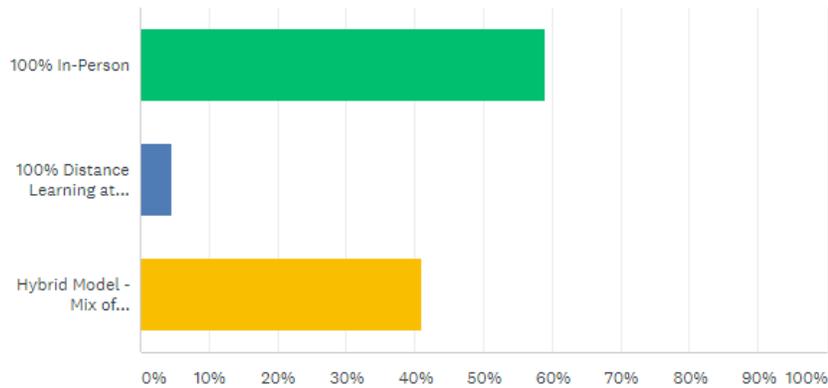
Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES
▼ Pre-K to 6	44.44% 20
▼ 7 to 12	40.00% 18
▼ Multiple Grades	15.56% 7
TOTAL	45

Shelter Island is tasked with submitting three plans to the Education Department for reopening. Which would you prefer?

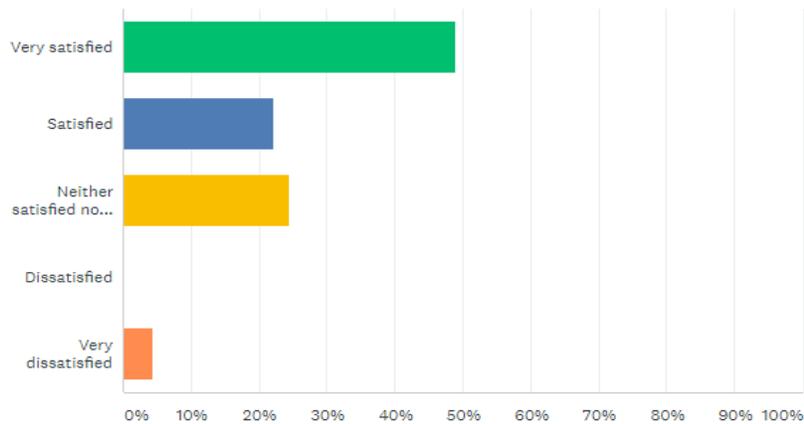
Answered: 44 Skipped: 1



ANSWER CHOICES	RESPONSES
100% In-Person	59.09% 26
100% Distance Learning at Home	4.55% 2
Hybrid Model - Mix of In-Person and at Home	40.91% 18
Total Respondents: 44	

Overall, how satisfied were you with the district's response to the pandemic?

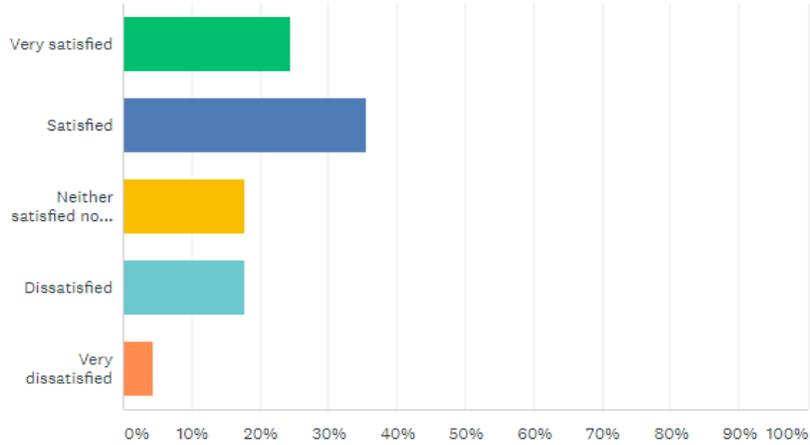
Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES
Very satisfied	48.89% 22
Satisfied	22.22% 10
Neither satisfied nor dissatisfied	24.44% 11
Dissatisfied	0.00% 0
Very dissatisfied	4.44% 2
TOTAL	45

Overall, how satisfied were you with distance learning?

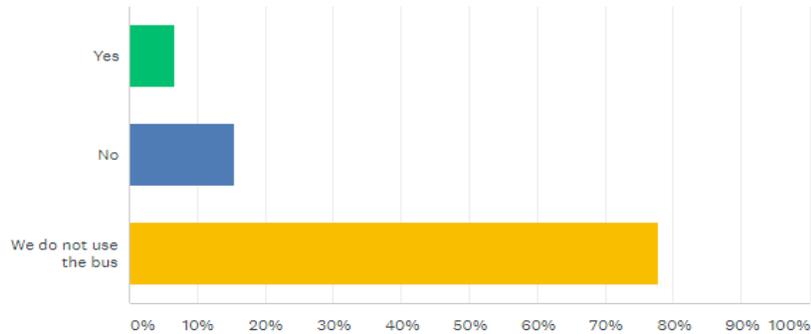
Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	24.44%	11
Satisfied	35.56%	16
Neither satisfied nor dissatisfied	17.78%	8
Dissatisfied	17.78%	8
Very dissatisfied	4.44%	2
TOTAL		45

If you or your child travels to school on the bus, would you still use the bus service?

Answered: 45 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	6.67%	3
No	15.56%	7
We do not use the bus	77.78%	35
TOTAL		45

Health Questionnaire

Staff Evaluation

Your email address (brian.doelger@shelterisland.k12.ny.us) will be recorded when you submit this form. Not you? [Switch account](#)

* Required

Have you knowingly been in close contact in the past 14 days with anyone who has tested positive for COVID-19 or who has had symptoms of COVID-19 (YES/NO) *

Yes

No

Have you tested positive for COVID-19 in the past 14 days; (YES/NO) *

Yes

No

Are you experiencing any symptoms of COVID-19 now or in the past 14 days; (YES/NO) *

Yes

No

A copy of your responses will be emailed to brian.doelger@shelterisland.k12.ny.us.

Submit

 Page 1 of 1

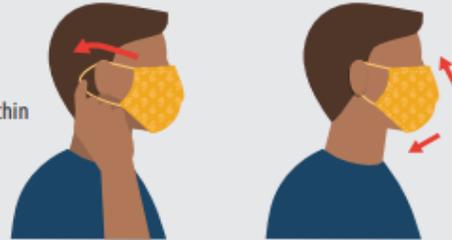
CDC Student Information

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear cloth face coverings in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



CS 519488A 07/06/2020

Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see:

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Students: Let's work together to stop the spread of COVID-19

DID YOU WASH YOUR HANDS?

stop



think



wash hands



ASK YOURSELF:

Did I just go to the bathroom?

Am I about to eat?

Did I just eat?

Did I cough or sneeze?

Did I touch supplies or objects
that other people have touched?

Did I touch garbage?

Did I touch my cloth face cover?

If you can't wash your hands,
ask your teacher or another
adult for hand sanitizer.



cdc.gov/coronavirus

DON'T FEEL WELL? STAY HOME WHEN YOU ARE SICK

Tell your mom, dad, or caregiver before you come to school. Tell your teacher or an adult if you become sick at school



cough



*Shortness of breath
or problem breathing*



chills



sore throat



*loss of taste
or smell*



muscle pain

OTHER SYMPTOMS INCLUDE:

*fever, runny nose, diarrhea, feeling nauseous
or vomiting, feeling tired, headache,
and poor appetite*



cdc.gov/coronavirus

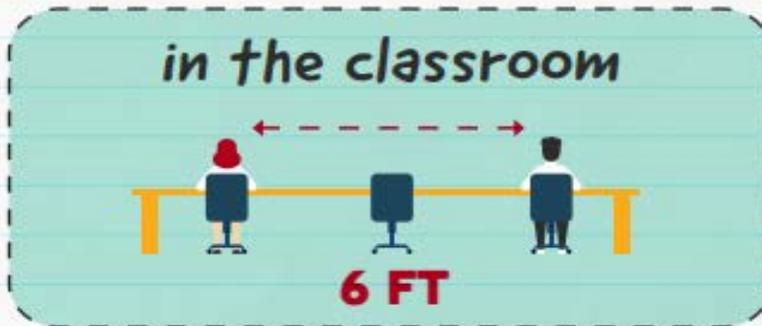
Students: Let's work together to stop the spread of COVID-19

KEEP SPACE BETWEEN YOU AND OTHERS

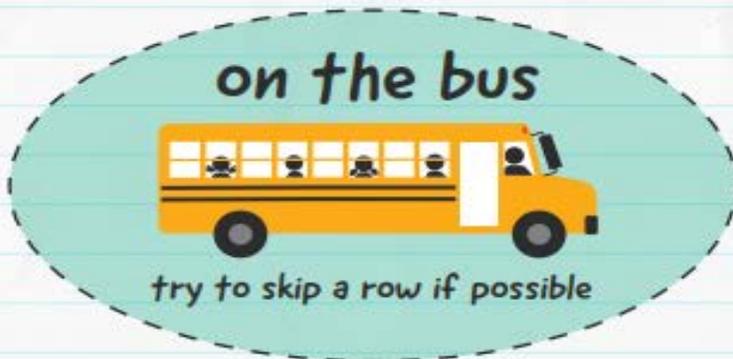
when outside



in the classroom



on the bus



COVID-19 3025 20201114

cdc.gov/coronavirus

DON'T LET YOUR GERMS GO FOR A RIDE



COVER YOUR COUGHS AND SNEEZES

*with a tissue or use the inside of your elbow.
If you use a tissue, throw it in the trash, and
wash your hands right away.*

*If you can't wash your hands, ask
your teacher or another adult
for hand sanitizer*



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

CLASS RULES



stay home if
you feel sick



6 FT



keep 6 ft
from others



wash your
hands with
soap and water



use hand sanitizer
if you can't wash
your hands



cough or sneeze into a
tissue or use your elbow.
clean your hands after.

OTHER CLASS RULES



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)