

# Cooperstown Operating Plan 2021-2022

## **GOAL FOR FALL 2021 OPENING**

The goal for the 2021-22 school year is to keep students and staff healthy and safe, while maximizing in-person learning. The protocols outlined in this document are derived from layered mitigation strategies recommended by the Centers for Disease Control & prevention (CDC), American Academy of Pediatrics (AAP), our local Health Departments (DOH) and New York State Education Department (NYSED).

### **COVID Coordinators:**

Cooperstown Central School District (CCSD) has designated Sarah Spross, Superintendent, as the COVID-19 coordinator. Other contacts include the Business Administrator, Amy Kukenberger.

## **LAYERED HEALTH AND SAFETY PROTOCOLS**

### **Social Distancing:**

In developing this Fall 2021 operating plan, Cooperstown Central School District (CCSD) has considered the size of our buildings and the ability to maintain appropriate social distance. CCSD currently serves approximately 374 students in our Jr./Sr. High School and 448 students in our Elementary School. We take the safety of our students and our staff very seriously.

To appropriately plan for space within our facility, CCSD administration has calculated the square footage of every space. We have assigned capacity to those spaces based upon the space needed for three-foot social distancing in offices, classrooms, cafeteria, and labs. During physical education classes, chorus, and band students will maintain a six-foot distance whenever possible. Classes will open windows, leave classroom doors open, utilize outdoor spaces as much as possible.

### **Face Masks:**

Face masks will be required for both staff, students, and visitors while in the CCSD buildings and vehicles regardless of vaccination status. Face masks should be worn at crowded outdoor events.

CCSD requests that staff and students bring cloth masks from home but, in the event a person does not have a mask, disposable masks have been purchased and are available at the entrances.

Students will be permitted to take mask breaks at the discretion of faculty or administration.

### **Hand Washing and Respiratory Etiquette:**

Staff and students should wash hands frequently with soap and water for at least 20 seconds. Covering coughs and sneezes can help reduce the spread of the virus.

**Self-Assessment:**

Staff, students (with the assistance of their guardian), and visitors should monitor their health and assess if they are exhibiting any COVID-19 symptoms. Symptoms include:

- Congested or runny nose
- Sore throat
- Cough
- Fever greater than 100 degrees
- Vomiting or Diarrhea
- Chills
- Fatigue
- Shortness of Breath
- New Loss of taste or smell
- Muscle or body aches
- Headache
- Stomachache

A person with **new** symptoms should **not** enter the building but should contact their healthcare provider to determine the cause and if a COVID-19 test is necessary. If anyone that is not vaccinated who has had close contact with a confirmed or suspected case of COVID-19 within the last 10 days, should not enter the building and contact their county Department of Health for guidance.

**Cleaning and Ventilation:**

CCSD will use the following cleaning and disinfecting protocols:

- Daily cleaning of all spaces in each building
- Immediate cleaning and disinfection of spaces occupied by a person that has reported illness
- Staff should continue to disinfect shared surfaces after use

CCSD will maintain adequate ventilation to include:

- Ventilation systems will be evaluated and adjusted to run according to optimal manufacturer recommendations
- Window ventilation should also be maximized as much as possible

**Visitors:**

Nonessential visitors will be limited to only CCSD events at each school building. Exceptions can be made with approval by the Superintendent or Business Administrator. Appointments should be made for visitors by each program office. A log of visitors must be maintained at each building.

Visitors should monitor their health and assess if they are exhibiting any COVID-19 symptoms before entering a school building. Visitors must follow the three-foot social distancing mandate and follow regulations for wearing face masks to limit the spread of illness while on site.

**Symptomatic Students or Staff:**

Staff and students showing new signs of illness should not report to school or work. It is expected that staff will seek medical assessment by their own health care provider and get tested for COVID-19.

Students and staff with symptoms of illness that present during the school/workday must be sent to the health office. Ill students and staff will be assessed by the school nurse or medical director.

Students or staff with a temperature or other signs of illness, will be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home. School health personnel will wear PPE when assessing ill persons or conducting certain respiratory treatments.

**Quarantine and Close Contact**

Consistent with CDC guidance, all “close contacts” with someone with COVID must quarantine unless they are fully vaccinated. People who are fully vaccinated do not need to quarantine after contact with someone who is suspected or confirmed to have COVID-19 unless they also present possible symptoms of infection; however, they should be tested 3-5 days after exposure and must wear a mask indoors for the indicated period or until they receive a negative diagnostic test result.

**COVID-19 Confirmed Cases:**

If an employee tests positive for COVID-19, the employee should alert their supervisor immediately. CCSD must immediately notify state and local health departments and cooperate with contact tracing efforts, including notification of potential contacts, such as workers or visitors who had close contact with the individual, while maintaining confidentiality required by state and federal law and regulations.

If an employee is receiving a COVID-19 test due to COVID symptoms, the employee should alert their supervisor immediately. Employees are expected to self-quarantine until the test results are received.

If someone in the employee’s household tests positive for COVID-19, the employee should contact their supervisor immediately for further discussion about potential quarantine orders. CCSD will work with the local department of health to determine the appropriate steps for the employee.

If a student is confirmed positive for COVID-19, CCSD will immediately notify the state and local health departments about the case. Together with the department of health, there will be a decision made about who is required to be quarantined. Notifications will be made to those that have been in close contact with the infected student.

Employees will share any quarantine and release orders from the Department of Health with their immediate supervisor before they return to work.

## **Return to School for Individuals Displaying Symptoms of COVID-19**

According to the Commissioner's testing determination issued pursuant to 10 NYCRR 2.62, all school students, teachers, and staff with new or worsening symptoms of COVID-19 must be excluded from school, regardless of vaccination status, and either (a) provide a negative COVID test result, or (b) remain excluded from school for a minimum of 10 calendar days from symptom onset, prior to returning to school.

If student, teacher, or staff symptoms are improving AND they are fever-free for at least 24 hours without the use of fever reducing medicines, they may return to school with either a note from the healthcare provider indicating the test was negative OR a copy of the negative test result

## **Mandated COVID-19 Testing (10 NYCRR 2.62)**

New York State School Districts received a new directive, Commissioner's Determination on COVID-19 Testing Pursuant to 10 NYCRR 2.62 from the New York State Department of Health. This regulation and Order of the Commissioner of Health implemented a requirement for all school employees relative to the ongoing COVID-19 pandemic. Specifically, if a school is in a geographic area identified by the CDC as having low, moderate, substantial or high transmission rates, employees must be vaccinated, or be subject to weekly COVID-19 testing. There is no medical or religious exemption referenced in the regulation or order.

### **Faculty and Staff**

This directive applies to faculty and staff, including all teachers, substitute teachers, student teachers, school administrators, paraprofessional staff, including bus drivers. It also applies to contractors working in a P-12 school or in a school setting, such as contracted bus drivers.

The intent appears to be for schools to ensure teachers and staff have COVID-19 testing performed weekly. Testing must be performed by an FDA or DOH-authorized laboratory.

If a school is in one of the geographic areas identified above, testing of unvaccinated staff must be performed at least once per week. Teachers and staff may opt-out by provision of documentation of full vaccination.

Proof of Vaccination includes:

- Record prepared and signed by the licensed health practitioner who administered the vaccine, which may include a CDC COVID-19 vaccine card;
- An official record, which may be accepted without a health practitioner's signature, from a foreign nation, NYS Countermeasure Data Management System (CDMS), the NYS Immunization Information System (NYSIIS), City Immunization Registry (CIR), a Department-recognized immunization registry of another state, or an electronic health record system;
- Excelsior Pass; or
- Other document determined acceptable by the NYSDoH.

## **Students**

There is no mandatory testing or vaccination of students.

## **Diagnostic Testing Staff and Students**

Schools must have the capacity, either directly on-site or via referral, to provide diagnostic testing for any students, teachers, or staff who, regardless of vaccination status and community level of transmission per the CDC, are symptomatic, or are asymptomatic following exposure to someone with COVID-19. The Order contains specific information relative to the type of COVID-19 diagnostic test used for purposes of return-to-school testing and requires schools to offer COVID-19 screening testing to unvaccinated students on a weekly basis in geographic area identified by the CDC as having moderate, substantial or high transmission rates.

# **INSTRUCTIONAL MODEL**

## **In-person learning:**

CCSD is committed to providing in-person educational programs and support to students. CCSD will provide 5 day per week in-person student programming to the extent safe and practicable following NY State Department of Health (NYSDOH) and local health guidelines. CCSD will be ready to shift to remote instruction on an as needed basis.

## **Student Attendance:**

For the 2021-2022 school year, instruction will include a record of daily attendance for in-person instruction and will follow the normal recording procedures set by CCSD. All attendance will be recorded in the student management system.

If a student is on mandated quarantine a parent or guardian is required to contact the district attendance officer to record the absence as excused. As the child is able teachers will provide work for these individuals.

## **Physical Education and Recess:**

In general, people do not need to wear masks when they are outdoors (e.g., participating in outdoor play, recess, and physical education activities). When physical education takes place in a gymnasium or indoor recess (such as takes place during inclement weather) masks must be worn. For indoor physical education activities in which masking is not possible (e.g., swimming), a minimum distance of 6 feet must be maintained.

## **Band, Chorus, and Indoor Physical Education:**

Universal masking is required for all indoor activities and for those activities which include increased exhalation (e.g. band, chorus and PE), a minimum distance of 6 feet will be maintained to the greatest extent possible.

## **Cafeteria and Classroom**

Effective the week of September 20, 2021, the CCSD will be implementing assigned seating in classrooms and cafeterias to reduce the number of students impacted by quarantine.

### **Mandatory Quarantine for Students (instruction)**

When an individual or small group of students are subject to mandatory, COVID-related quarantine, the student(s) will be provided with on-going instruction which may include:

- Office Hours support (via phone or video conference platforms)
- Primary Synchronous Instruction via video conference platforms or SMSs (such as Schoology or Google Classroom) (NYSED does not have a requirement for hybrid instructional options for 2021-22)
- Asynchronous Instruction via video conference platform or SMSs (such as Schoology or Google Classroom)
- Independent Work (ex. handouts, self-paced activities, worksheets, or packets)

Determination of the appropriate instructional model will be made by the Principal and/or Superintendent in collaboration with the classroom teacher and in recognition of the unique circumstances of the course and technology related issues impacting the family (ex. lack of internet access or lack of a device). Regardless of instructional modality during quarantine, instruction must include regular connection with a NYS certified teacher throughout the period of mandatory quarantine

### **Technology and Connectivity:**

Staff will continue to receive training on instructional technology best practices and utilize the district learning management system in conjunction with other platforms for digital instruction where necessary.

### **Medically Fragile Students:**

CCSD will accommodate the needs of students in high-risk groups. Final determination of accommodations will be made through the CSE review process and in coordination with our medical director.

### **Transportation:**

CCSD will follow mass transit COVID-19 protocols, including universal masking. Whenever possible, ventilation will be increased by opening windows in the vehicle.

Effective the week of September 20, 2021, the CCSD will be implementing assigned seating on all buses to reduce the number of students impacted by quarantine.

### **Communication:**

Information regarding the Districts operation plan will be offered during BOE of Education meetings in August and September and an update will be provided at each monthly meeting to review the protocols and to answer any questions.

The students will receive updated training on the importance of face coverings, social distancing and handwashing directly from their instructors at the start of the school year. Students showing any signs of illness will be referred to the school nurse for evaluation.

Communication updates to our community will be through email and/or the website, as deemed appropriate. Please be sure your contact information is up to date by completing the contact card provided in your back-to-school letter or by calling the office of your child's school building.

## Resource links:

NYSED:

<http://www.nysed.gov/back-to-school>

CDC:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

NYSDOH

<https://coronavirus.health.ny.gov/system/files/documents/2021/09/2.62-determination.pdf>