

Lake Placid

Middle & High School



Reopening Plan

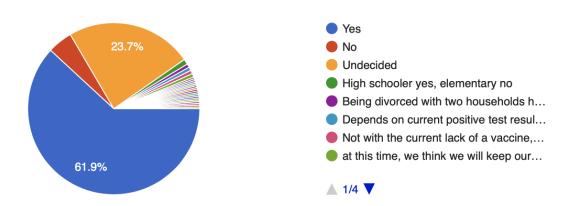
September 2020

Our district invited parents and families into the conversation in our quest to develop robust instructional models for learners in the fall. Parents made it clear through our School Reopening Survey that they want choices and flexibility as we continue to fight against COVID-19.

This survey was electronically delivered to all families via email. Parents were asked their level of comfort in sending their children back to school, as well as interest in virtual learning options. Our School Reopening Survey indicated that nearly 62% of parents would be comfortable sending students back to traditional face-to-face instruction this fall.

This survey was an integral part of our planning process as we developed safety protocols for each instructional model. The survey was important in understanding attitudes and beliefs about COVID-19, which will allow the district to better align with needs and expectations.

If we are open for all students in September, will you send your child for in school instruction?
299 responses





Focus on Safety

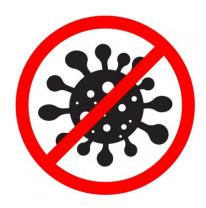


Face Coverings

Hand Hygiene



Physical Distancing



Health Screening



Cleaning Protocols



Cohort Students

What Returning to School Will Look Like For Students & Staff

Face Coverings

Social distancing is not always possible in school settings. Everyone will wear a face covering when in hallways, classrooms, indoor public spaces and offices at all times when around others. A limited supply of masks will be available to those who need them. Everyone is encouraged to bring their own mask whenever possible. Students can remove masks during assigned "mask breaks", while eating, and during instruction if social distancing is utilized.



Training is required for all students, faculty, and staff. Face shields are not considered an adequate replacement for a mask. Masks that are transparent at the mouth are adequate. Special accommodations will be made for Students with Disabilities in consultation with the CSE chairperson and parent.

If a student or staff does not have a face mask one will be provided. We respectfully ask that everyone who returns to the LPCSD MS/HS campus will accept responsibility to protect themselves and others.

Hand Hygiene

Each classroom will be outfitted with additional sanitation stations with a variety of supplies to encourage proper cleaning practices. Each station will include gloves, disinfectant wipes for spot cleaning, and hand sanitizer. Students and staff will work together to ensure everyone is contributing to a healthy environment by wiping surfaces after classroom instruction is complete and encouraging frequent handwashing.



Physical Distancing

Students will practice social distancing from the arrival on campus through departure. Graband-go breakfasts will be available, and where possible eaten in classrooms in order to deter students from congregating in the lunchroom. Staggered release schedules may be utilized in an effort to decrease crowding. Students will be grouped in small cohorts to allow for social distancing throughout the day.

Health Screening

Screening Process

- Require that individuals self-certify that they are free of symptoms before entering school buildings (See screening form below).
- Temperatures will be checked for all students, staff and faculty members daily.
- If an individual presents with a temperature greater than 100.0 F, they will be denied entry into the building or sent directly to the dedicated isolation area to be rescreened prior to being picked up to go home.
- All teachers will be required to fill out a daily screening questionnaire via google docs.
- Visitors will be limited and only admitted into the building when necessary, and a COVID screening will be required. Parents are discouraged from dropping off lunches or forgotten items to students.

Mitigation - If an infected person has been in a school building: Coordinate with the local health officials to gain a better understanding of the COVID-19 situation impacting the school and determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.



Administrators will seek guidance from local health officials to determine when students and staff should return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to school. Workers should follow the CDC guidelines and directives from the local health department regarding returning to work. Faculty, staff and students will at the minimum require written notification from a healthcare providing clearance to return to

work. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html

Cleaning Protocols - (CDC Guidelines)

- 1. Wear disposable gloves to clean and disinfect. Clean surfaces using soap and water, then use disinfectant.
- 2. Cleaning with soap and water reduces the number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.
- 3. Practice routine cleaning of frequently touched surfaces.
 - More frequent cleaning and disinfection may be required based on level of use.
- 4. High touch surfaces include:
 - Tables, doorknobs, light switches, countertops, handles, desks, and phones.

Cleaning and disinfecting protocols:

- One week prior to re-opening, our schools will undergo a deep cleaning and disinfecting.
- Surfaces should be cleaned with soap and water first, allowed to dry, and then disinfected.
- Standard drinking fountains will be closed. Water bottle filling stations will be used.
- Use safe and approved cleaning products.

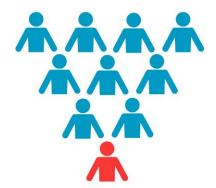
- Follow the <u>CDC guidelines</u> for cleaning and disinfecting all student areas.
- Clean prior to disinfecting.
- Logs should be public information to better communicate safety to the community.
- Be sure that frequently touched surfaces are cleaned daily, including door handles, sink handles, drinking fountains, light switches, and shared objects.
- Be sure toys, objects, and other frequently shared items are cleaned and disinfected between uses.
- Custodians and cleaners should be visible, and additional staffing should be provided whenever needed.
- If more than seven days have passed since equipment or facilities were used by suspected or confirmed individuals, additional cleaning and disinfection is not necessary.
 - Keyboards, toilets, faucets, sinks, etc.

Cleaning mitigation if someone is sick:

- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronics equipment like tablets, touch screens, keyboards, etc.
- Vacuum the space if needed/use vacuum equipped with a HEPA filter.
- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once an area has been appropriately disinfected, it can be opened for use.

Student Cohorts

NYS DOH and NYSED suggest the creation of "fixed cohorts" with limited intermingling especially for younger students to the extent practicable. Middle School students will be placed in cohorts or pods. Interaction between high school students will be limited, without negatively impacting educational quality.



Educational Integrity

Our goal is to provide students with a safe environment while continuing to provide students with a high quality education.

Classroom Modifications

Student desks will be spaced six feet apart. Extraneous furniture (bean bag chairs, extra desks etc.) will be removed from each classroom for proper social distancing practices and easier cleaning. Desk barriers will be provided when feasible.



Controlled Movement Patterns

Students will move in cohorts when possible throughout the day, utilizing controlled movement patterns based on signage throughout campus to limit COVID-19 exposure and promote social distancing. Staggered dismissal patterns will be developed with designated drop-off and pick-up areas for walkers.

Common Areas

Students will be grouped in cohorts throughout the day and will be monitored in all common area locations to encourage social distancing practices. Elective classes and classes such as Physical Education, Art and Music will adhere to social distancing while limiting collaborative activity and shared resources.

Meal Service

Student meals, breakfast and lunch, will be delivered on a cart to their classroom. Students will be asked to eat in their classrooms or in the cafeteria on a rotational basis when feasible.



Large Gatherings/Assemblies

For the safety of staff and students on campus, assemblies and other large gatherings will not be permitted until further notice. These events may be held virtually.

Extra-Curricular Activities & Athletics

Extracurricular activities should be done virtually when feasible. New York State Public High School Athletic Association (NYSPHSAA) has released guidance on school athletics. Our district will be following their recommendations for our athletic programs.

Transportation

- All students will be required to wear a face covering for the duration of the bus ride to and from school, each bus will have masks for students who need one as they board the bus.
- Students will load the bus filling the rear seats working forward to limit contact with other riders.
- All students will be encouraged to exercise social distancing at bus stops as well as pick up and drop off locations at all three schools.
- All staff in our vehicles will be required to wear a face covering or an approved face shield during the time they are around students or other staff members.
- Transportation department staff will be educated on how to selfscreen for COVID-19 symptoms before they come to work in the morning and again afternoon. Staff will notify a supervisor if symptoms are present and <u>WILL NOT</u> report to work until he or she has been seen by a physician and obtains a clean bill of health.

- Transportation staff will be properly trained on how to clean and disinfect all vehicles that transport students for the Lake Placid School District. Cleaning / Disinfecting will take place each time the vehicle has been used, Example: After morning run, after afternoon run etc.
- Staff will document attendance to aid in contact tracing if a student or staff member becomes positive for COVID-19.
- Bus routes will be designed with social distancing in mind, 21 passengers on a 66 passenger bus. 1 student per seat to sit 6 feet apart by each window with the exception that siblings will be able to ride in the same seat as each other. Seats will be marked with an (X) to show students where to sit, and these seats will be assigned by the driver. The seat directly behind the driver will be left vacant or used for the bus monitor and to maintain social distancing for the driver as well.
- Driver safety pre trip / post trip run sheet will be updated to include a COVID-19 checklist for disinfecting buses, the driver will then sign the document showing that disinfecting has been done.

Pick up and drop off locations cannot be changed to allow for proper distancing and adhere to <u>public transportation guidance</u>.

Arrival & Dismissal

Students will arrive either by car, bus, or walking. Walkers will enter through the cafeteria door and be screened by a staff member. Students who arrive by car will remain in their car until they have their temperature taken and are cleared to enter the building. We are asking any parent whose child is riding the bus to screen them before they get on the bus to come to school. Once they arrive, they will be screened again by a staff member before entering the building through the rear entrance. Students will not be allowed to enter the building until 7:20. Upon entering the building, students will proceed directly to their cohort classroom. Dismissal will start at 2:00. There will be no tenth period.

Technology

Students will be assigned a 1:1 Google Chromebook. GoGuardian software has been installed on all Chromebooks to ensure internet safety. Students who do not have internet access at home will be assigned a Kajeet which will provide the student with a hotspot to access online information. All computers will be wiped down regularly to maintain cleanliness.

Library

The LMC is a place rooted in providing equitable access to resources and a physical space to the school community. However, due to changes brought on by Covid-19, the library strives to put the safety and health of students and staff first before any goals previously outlined before a national pandemic emergency. The following <u>Library Reopening Plan</u> will focus on the safety and health of students and staff while also being an integral resource during this time.

Grading

Students will be assessed and issued grades aligned to standards, regardless of instructional setting. Unlike last spring, all student work will count towards the determination of the student's performance level. Ongoing engagement will be expected and closely monitored.

Attendance

Regardless of what phase the school is in for the delivery of instruction, attendance will be taken daily even during Remote Learning. Attendance will continue to be submitted to SchoolTool in the same manner as prior to the COVID-19 pandemic. The primary purpose of attendance during this time is to account for the instructional learning days and to keep students engaged. Our students' overall well-being is always our highest priority. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student.

Mentoring

Students will be assigned a mentor at the start of the school year. The mentor will provide support for the student. Goals for mentoring will be:

- Building relationships
- Building connection to school
- Providing targets, adult guidance and advocacy
- Helping students problem-solve and work through challenges
- Supporting students social emotional well being
- Being a role model

Training and Communication

- Ensure that all staff are informed and trained in new expectations and procedures.
- Communicate all expectations to parents and students.
- Train students on proper hand hygiene, face covering, and physical distancing expectations.
- Post <u>signs</u> in highly visible locations (e.g., school entrances, restrooms) that promote everyday <u>protective</u> measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face covering).
- Encourage all families to clean jackets, sneakers, lunch boxes, etc that are coming back to school.
- Communicate protocols for entering buildings, sick child pickup, and material drop off procedures.
- Train substitutes on all proper procedures.
- Empower counselors and psychologists to educate faculty and staff on social and emotional needs and warning signs. Consider the impact of grief, loss, and trauma.
- Broadcast regular announcements on reducing the spread of COVID-19 on PA systems.
- Include <u>messages</u> (for example, videos) about behaviors that prevent the spread of COVID-19 when communicating with staff and families (such as on school websites, in emails, and on school social media accounts).

Reopening Lake Placid Middle & High School

We believe that the most ideal educational experience for most children is to be in front of a teacher. We will continue to follow the guidelines from the CDC, New York State Education Department, Department of Health, Essex County Health Department and the Governor's office, so we can create as safe an environment as possible. The LPMS/HS Reopening Plan remains fluid and will be strategically updated depending on the status of the coronavirus in our region and guidance from the Health Department and Governor's office.

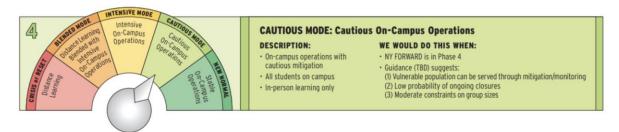
Our 5 Phases of reopening cover a full continuum of designs ranging from all students returning to school full-time, to a blended face-to-face and remote learning, to a complete closure like we experienced this past spring.

5 Phases of Reopening



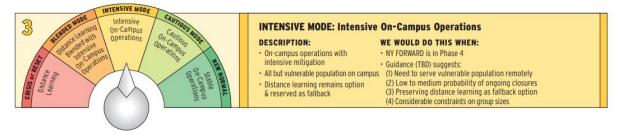
Phase Five - New Normal

- New Normal Full operations with precautions
- · Current schedule is followed
- PPE as required
- 100% of students in the building



Phase Four - Cautious Mode

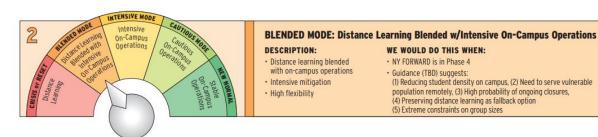
- All operations on campus
- Consideration of low-density grouping
- Middle School students are in cohorts and will initially be in a designated classroom with limited interactions while their teachers move from classroom to classroom. Interaction between high school students will be limited, without negatively impacting educational quality. Lunch will be rotated through the cafeterias and classrooms. Teachers will continue to stream certain classes. The decision for students to remain online will be based on individual situations and in collaboration with the administrator, nurse and parent.



Phase Three - Intensive Mode

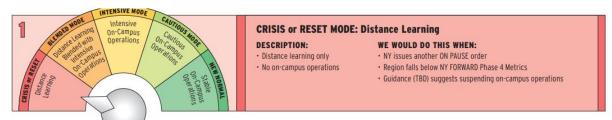
- Remote Learning option
- On-campus option
- A/B and C/D day rotation of cohorts

- Half of the grades will be in school, the other half login to class from home
- Example: A Day & B Day Grades 6, 8, 10, 12 in school 7, 9, 11 login
 C Day & D Day Grades 7, 9, 11 in school 6, 8, 10, 12 login
- Restraints on group size
- 50% of students in the building
- Teachers are teaching in class and streaming their class for students at home to attend.
- Schedule remains consistent throughout the phases
- Students at home will follow the daily schedule and attend all classes. Attendance in class is mandatory and will be taken per class. SWD students and high risks students will have all classes on campus. Parents will have the choice to send their child to the building or not. The family decision for the week should be communicated to the main office by calling in or via email by 7 am Monday morning so accurate attendance can be taken.



Phase Two - Blended Mode (Remote Learning with On-Campus Operations)

- High flexibility
- 10-20% of students in the building
- Teachers are teaching online either from the building or from home
- Schedule remains consistent throughout the phases
- SWD and high risk student's on-campus with adult oversight.
- SWD students will be able to receive services, speech, OT, PT on-campus



Phase One - Remote Learning Mode

- Remote Learning only
- 0% of students in the building
- All instruction is online and from home
- Attendance is mandatory
- Schedule remains consistent throughout the phases

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2020-2021 Schedule

Our goal in creating a schedule for the 2020-2021 school year is to have a schedule that we can follow in any learning environment. The schedule below, reduces the number of classes that students have each day, while maintaining the same number of contact minutes for each class over the course of four days as our traditional 9 period schedule. This will allow students to focus on fewer classes each day, and will limit the daily contact with others. Whether students are in school or learning remotely, all students will be able to access their classes during the scheduled times.

NOT FINAL

	Modified Block Schedule			
	Day #1	Day #2	Day #3	Day #4
Homeroom 7:33 - 7:40	HR	HR	HR	HR
7:43 - 8:24	1 (A)	2 (A)	1 (B)	2 (B)
8:27 - 9:08	1 (C)	2 (C)	1 (D)	2 (D)
9:11 - 9:52	3 (A)	4 (A)	3 (B)	4 (B)
9:55 - 10:36	3 (C)	4 (C)	3 (D)	4 (D)
Current Period 5 Time varies depending on lunch	5 (A)	5 (B)	5 (C)	5 (D)
Current Period 6 Time varies depending on lunch	6 (A)	6 (B)	6 (C)	6 (D)
Current Period 7 Time varies depending on lunch	7 (A)	7 (B)	7 (C)	7 (D)
12:40 - 1:21	9 (A)	8 (A)	9 (B)	8 (B)
1:24 - 2:07	9 (C)	8 (C)	9 (D)	8 (D)

Students with Disabilities

Our students with disabilities (SWD) have been impacted by the closing of schools. LPCSD prides itself on the inclusive model that has been implemented in our district and we will continue to provide an inclusive education at all levels when appropriate for the student. The LPMS/HS Five Phase Model has our students with disabilities in the building for four of the phases, following their IEP and receiving face to face services while social distancing, wearing masks when they are able to and adhering to the CDC guidelines for safety.

- Phase One 100 percent of students are remote learning and online, SWD will follow their regular school schedule online and receive services via Zoom. Special Education teachers will continue to oversee students and collaborate with teachers.
- Phase Two Our high needs students (those who require special education and multiple related services) will be in the school building. All students will learn online but our SWD will receive guidance and support in the building. All related services will be done in

- person when possible at school. Students will be provided with face shields when appropriate and are expected to follow their school schedules.
- Phase Three 50% of students are in school and 50% online and the population of students rotate. SWD students will not switch but maintain their normal in school schedule.
- Phase Four 80/100 percent of the total school population will be placed in cohorts and heterogeneously grouped. Students will receive IEP services from providers and support from the Special Education teacher while maintaining their academic schedule
- Phase Five 100 percent of students are in the building. We have adapted to the "New Normal" and school is running in house as normal as possible. Students receive services in person and are attending inclusive classes.

Assessments - SWD will be progress monitored using three tools; iReady, Fountas and Pinnell, and teacher made assessments every two - four weeks. Instruction from SPED teachers will focus on closing the gaps and ensuring materials are presented in a way that will help students to move forward academically.

LPMS/HS Special Education Teachers are great at communicating with parents by phone calls, text and emails. This practice will continue regardless of what phase the school is in. The CSE Chair is very dedicated to her job and personally sees to the success of all the SWD's in our district. She holds regular meetings with staff, communicates regularly with parents, and will follow NYSED guidelines and hold IEP meetings as directed by NYSED.

Expectations

What to Expect for Teachers & Staff

- Masks will be worn throughout the day
- Social distancing must be maintained 6 feet
- Attendance will be taken daily for every class.
- Teachers need to be in their classrooms or at their duty by 7:20 when students are allowed to enter the building.
- All teachers will use Google Classroom.
- Teachers will create a Google Classroom for every class.
- Materials will be shared to all students through Google Classroom.
- High School Teachers will have a Google Hangout or Zoom meeting running during every class for remote students to attend. Students are expected to attend class even if they are learning remotely. One access code will be used for the school year and will be shared with students.
- Middle School Teachers will be assigned a specific period to run a Google Hangout or Zoom meeting for remote students to join. The remote learning schedule will be shared with students who will be learning remotely. One access code will be used for the school year and will be shared with students.
- Teachers do not have to record their classes, but will live stream classes for students who are at home
- Teachers will be responsible for screening their own children prior to bringing them inside the building. Teachers' children will remain with them and in their classroom

before moving to their own cohort. Teacher or staff member will have to clean anything touched before other students enter the room.

• Teachers will provide parent's access to Google Classroom.

What to Expect for Students

- Students will properly wear masks at school, except during scheduled breaks. If a child refuses to- wear a mask covering their nose and mouth, they will be sent home.
- Students will stay in their cohort classroom during the day.
- Students will be assigned their own ChromeBook and are expected to bring that to class daily, and use that at home to access school email and Google Classroom.
- Students will follow their schedule even if they are learning remotely.
- If a student misses a class, they will be marked absent and will need to contact the teacher to make up the work.
- Students cannot enter the building until 7:20AM and will have a staggered dismissal time starting at 2:00PM. Initially, there will be no tenth period.
- A background can be chosen for your screen but cameras need to be on and students visible when learning from home.

What to Expect for Parents & Families

- Parent contact information will be provided and/or updated with the main office.
 Teachers and Administrators will be contacting parents throughout the year. Please provide us with the best way to contact you, including cell phone number and email.
- Parents will not be allowed to enter the building. If you need to drop something off, please buzz in at the first set of doors on the ramp. A table will be set up inside the ramp for drop off items. Please place item(s) in a bag and label it with the student's name.
- Parents should do a preliminary screening at home of their children & take their temperature before coming to school. Once a week parent will be required to submit a completed screening form.
- If a child has any COVID-19 symptoms, your child should not come to school.

 If your child displays a temperature over 100 degrees during the screening process they will not be allowed to enter the building. If they spike a temperature during the day, or present any other COVID symptoms, they will automatically be sent home.
- Parents and Guardians will have access to Schooltool and Google Classroom

We know everyone's family situation is different. Those who have family members who are in high risk groups may need to attend school remotely.

High risk groups and conditions include:

- o 65+
- pregnancy
- chronic lung disease or moderate to severe asthma
- heart conditions
- o immunocompromised
- severe obesity
- diabetes
- kidney dialysis
- liver disease
- o sickle cell anemia
- o etc.

Lessons will be available for those that cannot attend physical school due to a high risk. Attendance will be mandatory for all lessons or an absence will be recorded. If a parent decides to have their child work remotely, the child will be required to remain remote for two weeks. The office should be notified by 7:00AM Monday morning via phone call or email.

Mental Health Guidance for Reopening

Introduction

The Mental Health team will continue to work to address the academic, personal and social concerns of students and their families. In addition to yearly support and services we offer, the following will be put into place to help ensure further safety and support for students and their families as we reopen the school building.

Student Plan

 Implement a screening for all students within the first two weeks of school. The link can be located on the Lake Placid Central School website, along with each grade level Google Classroom (managed by school counselors). The screening, consisting of ten questions, will address eating/sleeping habits, anxiety levels, concerns, etc of students.

With summary of results, the Mental Health team will work to implement the following:

- Individual Counseling
 - Students will be provided times to meet with a counselor at individual times
 - All safety protocols, including social-distancing and mask wearing will be followed
 - In addition to in-person meetings, students will have the ability to meet with a counselor via Google Hangout or ZOOM
- Grade-level Classroom Lessons
 - Grade level concerns and needs can be addressed with lesson plans in the classroom setting. The Mental Health Team will work with teachers to collaborate on times and settings for lessons.
 - Lessons will include, but are not limited to, Signs of Suicide (SOS),
 Psychological Recovery and skill building to reduce distress caused by trauma
- Classroom Mindfulness
 - Mental Health counselors are available to provide mindfulness practices to students and teachers. This can be implemented into the classroom setting or individually.
- Team Meetings
 - For every grade level team meeting, a mental health counselor will be in attendance to offer work-around support for students at a team level.

- Implementation of Programs
 - Mindfulness Techniques
 - Signs of Suicide (SOS Program)
 - Skills for Psychological Recovery (individual or group through inperson or distance learning)
 - Support for Students Exposed to Trauma (provides skill based learning to reduce distress)

Faculty/Staff Plan

- The Mental Health team will
 - Offer support and resources for all faculty/staff
 - Provide classroom guidance for implementing mindfulness and other lesson plans
 - Be active members of team meetings and support plans for students

In addition, the mental health team will be available to speak with parents and address the needs/concerns of their student. Plans will be implemented pertaining to the situation, and where required, wrap-around support will be provided (ie: team level). Academic, personal and social support will continue to be provided to each student.

Recommendations for outside resources can be accessed through any Mental Health team member.

Contact Information

Dr. David Miller, School Psychologist (Grades 6-12)

<u>dmiller@lpcsd.org</u> 518-523-2474 ext. 4010

Mrs. Constance Hammaker, High School Counselor (*Grades 9-12*)

chammaker@lpcsd.org 518-523-2474 ext. 4018

Mrs. Lynn Gosling, Middle School Counselor (Grades 6-8)

<u>lgosling@lpcsd.org</u> 518-523-2474 ext. 4020

Mrs. Tina Clark, Student Support Counselor (*Grades 6-12*)

<u>tclark@lpcsd.org</u> 518-523-2474 ext. 4008

COVID-19 Screening Form

Do you have any of these symptoms or risk factors? Please select all that apply.

1)	_ Fever greater than 100 degrees
2)	_ Dry Cough
3)	_ Shortness of Breath or Difficult Breathing
4)	_ Chills
5)	_ Sore Throat
6)	_ Runny Nose, Congestion, or Nose Bleeds
7)	_ Recent loss of taste or smell
8)	_ Have you had any COVID-19 Symptoms in the past 14 days?
9)	_ Have you tested positive for COVID-19 in the past 14 days?
10)	_ Have you had any close contact with a confirmed/ suspected COVID-19 case in the past 14 Days?
11)	_ Have you traveled internationally or from an identified <u>high transmission</u> <u>state</u> ?
12)	_ Other: Fatigue, Headache, Nausea, Vomiting, Diarrhea, Loss of Appetite?
Signature	Date
Parent Signa	iture

Temperature Checked	PASS	FAIL

Next Steps

Consult the district website for the latest information. lpcsd.org



Join the conversation on the Lake Placid Central School's Facebook page



Confirm that your contact information on file with Lake Placid Central School is correct.

