The Cassadaga Valley Central School District's COVID-19 health and safety reopening plan establishes and explains the necessary policies, practices and conditions necessary to meet the Centers for Disease Control and Prevention (CDC) and New York State Department of Health (NYSDOH) and New York State Education Department (NYSED) guidelines for COVID-19, the State’s “New York Forward” guidelines, along with federal Occupational Safety and Health Administration (OSHA) standards related to employee safeguards and potential exposure to COVID-19. As the health and safety of district staff and students is our top priority, the plan has a strong commitment to those measures.

**Communication/Family and Community Engagement**

The district will develop a comprehensive communication plan with simple messaging to inform families about our reopening plans. The plan will develop objectives to reach all families with our messaging, and implementation plan, as well as an evaluation process to ensure all objectives are met.

1. Engagement with school stakeholders and community members with the following groups involved: school leaders, Board of Education representation, multiple teachers, parents, bus drivers, transportation personnel, food service, student support services and technology.
2. Our communications plan includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Use this [LINK](#) to see Cassadaga Valley’s reopening plan along with continued guidance and resources.
3. Teaching all students how to follow new COVID-19 protocols, including hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene will be done in every classroom, K-12, and repeated weekly in grades K-5. Signage aligned to CDC and DOH guidance will be in classrooms, bathrooms, hallways and offices.
4. All correspondence to families (email, phone calls, letters home, texts) will consistently be delivered using their preferred language.

**Health and Safety**

1. Students in both buildings will follow a 2 day in-person/3 day remote schedule. Our students will return to school on September 8, 2020, and will follow a Monday/Tuesday or Thursday/Friday in-person schedule (referred to throughout the plan as our Red/Blue
Hybrid Plan). This return will take place with children from the same household attending on the same days. All students will be learning remotely on Wednesday and on the days they are not attending school in-person. Teachers will have half of their students on Monday/Tuesday and the other half on Thursday/Friday. This allows for social distancing guidelines to be followed, every day, in every classroom. We will institute the 2 in-person/3 remote days learning plan and will follow the executive orders of the governor and all DOH/CDC guidance related to full reopening.

All students and staff are provided with two washable face coverings per person and all classrooms are set up to follow social distancing guidelines with 6 feet between seating to allow for masks to be removed when following social distancing within classrooms. Face coverings will be required in common areas, on school buses, and any time 6 feet of social distancing is not possible.

2. We have a written protocol for staff to observe regarding signs of illness in students and staff. Symptomatic persons will be sent to the school nurse. The written protocol follows for daily temperature screenings of all students and staff, along with a daily questionnaire for faculty and staff and periodic use of the questionnaire for students. Families are a critical part of keeping everyone safe. Families must follow our protocol to observe for illness in their children, requiring students to stay home based on this protocol.
# COVID-19 Student Daily Health-Screening Questionnaire

**STUDENT** Name: 

**PARENT/GUARDIAN** Name: 

<table>
<thead>
<tr>
<th>Questions</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you or a member of your household tested positive for, or had a confirmed case of COVID-19 in the past 14 days?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Are you experiencing any COVID-19 or flu-like symptoms such as (Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea?)</td>
<td></td>
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</tr>
<tr>
<td>3. Are you or any member of your household under active quarantine due to COVID-19 exposure?</td>
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<tr>
<td>4. Have you been in contact with anyone who has a confirmed case of, or has been exposed to COVID-19?</td>
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<tr>
<td>5. Have you traveled outside the U.S. or traveled to states on the New York State Quarantine list within the past 14 days?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*If you have answered "YES" to any of questions 1-5 above please:*
- Do not place your child on the bus
- Do not enter any school buildings
- Immediately notify your child’s teacher or Principal

☑️ I have reviewed and accurately answered “NO” to all of the questions above

Parent Signature: 

Date: 

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Protocol for Family and Staff Daily Health Checks:
Families and staff members will be responsible for the careful observation of symptoms of COVID-19 and health screening that must be conducted each morning before coming to school. Families and school staff are instructed that any student or staff member with a fever of 100°F or greater and/or symptoms of possible COVID-19 virus infection should NOT be present in school. The Centers for Disease Control and Prevention (CDC) keep an up to date list of symptoms of Coronavirus on its website. This list is not all inclusive as some individuals may display other symptoms or none at all. As of 7/21/2020, the following are listed as the most common symptoms of COVID-19:

- Fever or chills (100°F or greater);
- Cough;
- Shortness of breath or difficulty breathing;
- Fatigue;
- Muscle or body aches;
- Headache;
- New loss of taste or smell;
- Sore throat;
- Congestion or runny nose;
- Nausea or vomiting; and/or
- Diarrhea

1. Students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire who come to school must be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home. The school nurse may notify the school medical director or Chautauqua County DOH if they suspect that someone is presenting with covid related symptoms. Symptomatic students or staff who are sent home with COVID-19 related symptoms must have a doctor’s note, negative COVID-19 test results, symptom resolution or if positive, release from isolation from a medical doctor to return to school.

2. Our protocol also includes a health screening for visitors to a building, but visitors will be reduced to the greatest extent possible.

3. Instructions on correct hand and respiratory hygiene, social distancing of at least 6 feet and signage will be posted in every classroom, office and throughout the common areas.

Signage, based on the COVID-19 protocols, will be posted throughout our buildings and will include the following to remind individuals to:
● Stay home if you feel sick.
● Cover your nose and mouth with an acceptable face covering when unable to maintain social distance from others, or in accordance with any stricter policy implemented by the school.
● Properly store and, when necessary, discard PPE.
● Adhere to social distancing instructions.
● Report symptoms of, or exposure to, COVID-19, to the school nurse.
● Follow hand hygiene and cleaning and disinfection guidelines.
● Follow respiratory hygiene and cough etiquette.

We will provide a video for teachers to show students how to properly wash their hands, use face coverings and practice social distancing. The video will also be posted on our website for our families. We will provide additional information and instruction, as necessary regarding how and why the virus is spread and what we can all do to stay as healthy and safe as possible. Each classroom will have extra face coverings and gloves available, face shields are also available in health offices if needed and we will keep a PPE cart in each hallway in the event that someone needs additional supplies while outside of the classroom.

**Protocol for Social Distancing:**

*Social Distancing* also called “physical distancing” means keeping a six foot space between yourself and others.

*Cassadaga Valley CSD* will ensure that student groupings are as intact as possible by having the same group/cohoot of students stay together when possible.

Additionally, we will follow these recommendations:

- The size of groups/cohorts of students will be determined by the number of students who can be in each classroom while maintaining 6 feet of social distancing.
- We will follow safety requirements when considering the use of other entrances and ensure that all entrances are monitored and are locked after use.
- We will establish designated areas for student drop-off and pick-up at each building, limiting contact and entry of parents/guardians into the building, to the greatest extent possible.
- We will reduce in-school movement where possible by keeping students within a defined area or classroom and modifying class schedules or class transitions using these NYSED recommendations:

  - If possible, have the same cohort of students with the same teacher each day
- Special area teachers (e.g., music, art, physical education) may go to individual classrooms versus rotating all students through a shared space that is not able to be cleaned with each new use. Whenever possible, we will hold physical education and music classes outside and encourage students to spread out.
- Stagger the use of restrooms, allowing use at other times when necessary.
- Open windows to improve ventilation, but will not open windows if there is a health or safety risk;
- Keep individual student belongings separated. Limit use of shared supplies to one group of students, clean between use by cohorts of students;
- Use visual aids (e.g., painter’s tape, stickers, posters, cones etc.) to illustrate traffic flow and appropriate spacing to support social distancing;
- Explore the use of alternate spaces (e.g., classroom) for eating lunch and breakfast. If alternate spaces are not available, ensure classroom groups are together in lunchrooms while adhering to the social distancing rules;
- Restrict the use of classrooms and other places where students, faculty, and staff gather (e.g., lockers, cubbies, entryways, hallways), so that individuals can be socially distanced. Assign lockers or other student storage areas by cohort or reduce their use.
- Playgrounds may continue to be used when proper safeguards are in place. In the elementary school setting, we will stagger playground use rather than allowing multiple classes to play together. Wash hands before and after recess and keep 6 feet of space from other children as much as possible.
- Based on recommendations of the NYSDOH and NYSED, we will ensure that a distance of twelve feet in all directions is maintained between individuals while participating in activities requiring projecting the voice (e.g., singing), playing a wind instrument, or aerobic activity.
- Cancel/limit student assemblies, athletic events/practices, performances, school-wide parent meetings. Consider transitioning field trips to free virtual opportunities. Consider changing in-school events to a virtual format; and
- Limit visitors to school buildings. Consider using online meetings with parents and other persons when feasible.

1. We will provide accommodations to all students and staff who are at high risk of contracting the virus or live with a person at high risk.

2. We will obtain and maintain adequate supplies of cloth face coverings for all school staff, students who forget their masks, and PPE for use by school health professionals.

3. We will take action according to our written protocol if there is a confirmed case of COVID-19 in the school. This includes return to school protocol that follows the DOH and CDC guidance for students and staff following a positive screen for COVID-19 symptoms, illness or diagnosis of confirmed case of COVID-19 or following quarantine.
due to contact with a confirmed case of COVID-19, including coordinating with the Chautauqua County DOH.

Protocol for Return to School AFTER COVID-19:
The CDC provides specific guidance for individuals who are on home isolation regarding when the isolation may end. See this document: Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings. CDC recommendations for discontinuing isolation in persons known to be infected with COVID-19 could, in some circumstances, appear to conflict with recommendations on when to discontinue quarantine for persons known to have been exposed to COVID-19. CDC recommends 14 days of quarantine after exposure based on the time it may take to develop illness if infected. Thus, it is possible that a person known to be infected could leave isolation earlier than a person who is quarantined because of the possibility they are infected.

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

a. Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours;
b. If they have been diagnosed with another condition and have a healthcare provider written note stating they are clear to return to school.
c. If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:
d. It has been at least ten days since the individual first had symptoms;
e. It has been at least three days since the individual has had a fever (without using fever reducing medicine); and It has been at least three days since the individual’s symptoms improved, including cough and shortness of breath.

Our cleaning and disinfecting follows the CDC guidance. Our cleaners and custodians have been instructed to clean every space as if there was someone in it who finds out they’re COVID-19 positive, including using their own protective equipment to stay safe. This cleaning protocol is extensive and is part of the reason for our Wednesday Remote for All schedule. In this way, all spaces can be deep cleaned between the two cohorts of students.

Protocol for Cleaning and Disinfection:
The CDC provides Reopening Guidance for Cleaning and Disinfection with specific guidance for schools along with the Cleaning and Disinfection Decision Tool to aid in determining what level of cleaning and/or disinfection is necessary. Our cleaning will include classrooms, restrooms, cafeterias, libraries, playgrounds, and busses. The guidance provides a general framework for cleaning and disinfection practices. The framework is based on doing the following:

• Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure;

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• Disinfection using US Environmental Protection Agency (EPA)-approved disinfectants against COVID-19. Where disinfectants are used, products should be registered with EPA and the NYS Department of Environmental Conservation (DEC). Frequent disinfection of surfaces and objects touched by multiple people is important;
• When EPA-approved disinfectants are not available, alternative disinfectants will be used (e.g., 1/3 cup of bleach added to 1 gallon of water or 70% alcohol solutions). We will not mix bleach or other cleaning and disinfection products together. This can cause fumes that may be extremely dangerous to breathe in. Keep all disinfectants out of the reach of children;
• We will identify cleaning and disinfection frequency for each facility and area type; and we will maintain logs that include the date, time, and scope of cleaning and disinfection in a facility or area.
• It is important to establish a schedule for cleaning and/or changing heating/air conditioning system filters. Opening windows, if it can be done safely, and conducting classes outdoors are other strategies to increase airflow;
• We will follow the manufacturer’s instructions for cleaning and disinfection of electronic devices such as laptops, iPads or Chromebooks, keyboards and computer mice, etc., between use.
• Playgrounds will be cleaned per CDC guidance:
• Shared athletic/gym equipment (e.g., balls, protective gear) will be cleaned between use per manufacturer’s directions.

1. All required and standard operations and procedures for school safety drills will be conducted, following social distancing modifications to the extent possible. This will include fire (evacuation) drills and lockdown drills as required by Education law and regulations and the Fire Code. Drills will be conducted without exceptions.

Facilities
1. Our district will comply with the requirements of the Fire Prevention and Building Code, the State Energy Conservation Code, the 2020 Building Condition Survey and Visual Inspection, the Lead-in Water Testing required by NYS DOH regulation 67-4. All classrooms, offices and entrances have the new alcohol based hand rub dispensers. We are not installing dividers in any spaces and therefore do not have to submit floor plans to OFP for review. We have no new building construction or temporary facilities, nor are we leasing any spaces or tents. We are not altering our number of toilet and sink fixtures. The basis of our reopening plan is bringing back half of our students to our buildings, thus ensuring social distancing requirements in all areas. We have sufficient water bottle filling stations and drinking fountains to easily accommodate the one per 100 occupant requirement.
Child Nutrition

1. All students will have access to school meals, each school day to include both in-person and remote learning days. Meals will be available on remote days. Our program will follow all Child Nutrition health and safety guidelines as we follow in every school year and as were followed during the March-August food program to include measures that protect students with food allergies throughout our buildings. Our Wellness Committee has developed procedures to protect students with food allergies, including all food service staff are trained on appropriate procedures. We have protocols, teaching, signage and procedures for hand hygiene before and after eating. Sharing of food and beverages will be prohibited. As with all district reopening plan documents, the child nutrition documents will be provided in the language(s) spoken in the home by families.

2. Our students will socially distance while consuming meals.

Transportation

1. All buses which are used every day will be cleaned/disinfected once a day by drivers. High contact spots must be wiped down by the driver after each a.m. and p.m. run. All buses shall NOT be equipped with hand sanitizer due to its combustible composition and potential liability. School bus drivers, monitors and attendance are prohibited from carrying personal bottles of hand sanitizer with them on school buses.

2. All transportation staff will be trained and provided periodic refreshers on the proper use of personal protective equipment, the signs and symptoms of COVID-19, and the proper use of social distancing.

3. All transportation staff will be provided with PPE such as masks and gloves.

4. All school bus drivers, monitors, attendants and students MUST wear a face covering at all times on the buses. Students who do not have a mask will NOT be denied transportation. Instead, the student will be provided a mask by the driver or monitor on the bus.

5. Any student with a disability which would prevent them from wearing a mask will not be forced to do so or denied transportation. Instead, we will assure that they are transported following social distancing guidelines.

6. All monitors, drivers and attendants who must have direct physical contact with a child must wear gloves.

7. Hand sanitizer will be provided within the transportation facility, including the driver break room.

8. The self-health assessment for symptoms of COVID-19 before arriving to work will be required of all transportation staff, as it is for all other district employees.

9. We will provide transportation to nonpublic, parochial, private or students whose Individualized Education Program have placed them out of district whose schools are meeting in-person as requested and following all other protocols herein.

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Social Emotional Well-Being
1. Our district and building level comprehensive developmental school counseling program plans, developed under the purview of our certified school counselors, are reviewed and updated to meet current needs.
2. The School Counseling Plan will be updated to reflect COVID related issues and will be posted on our website.
3. Resources and referrals to address mental health, behavioral, and emotional support services and programs are available on the District website and through individual consultation with District counselors social workers and nurses.
4. Professional development opportunities are available for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency, as well as providing support for developing coping and resilience skills for students, faculty and staff.

School Schedules
We will begin the school year on September 8, 2020 with a hybrid schedule, dividing every class by 50%. We will divide our student body into two groups – the Red Group and the Blue Group. Students in the Red Group will attend in-person on Mondays and Tuesdays and students in the Blue Group will attend in-person on Thursdays and Fridays. On Wednesday, all students will learn remotely, as they will also do on the days they do not attend in-person. The schedules will be designed to allow for a return to full in-person attendance as soon as allowable and prudent. The use of this hybrid model will allow us to pivot to full in-person attendance without changing daily class schedules if needed. Those providing the instruction will attend each day and operate their classrooms from the school building and their specific classroom.

To further illustrate this schedule, consider the following. A teacher will have half of her/his class in attendance on Monday/Tuesday (Red Day) and the other half on Thursday/Friday (Blue Day). On Wednesday, all students will learn remotely.

Attendance and Chronic Absenteeism
PowerSchool, our student management system will be the mechanism to collect and report daily teacher student engagement or attendance while in a remote or hybrid schedule.

Technology and Connectivity
Cassadaga Valley Central School has engaged in a phone survey to every family within our district to determine the level of access to devices and high-speed internet for all students and teachers in their residence. The school district has purchased MiFi’s that can be distributed along with opening the internet at both schools so students can access wi-fi from the parking-lot if they cannot get the internet due to their remote residence. Cassadaga Valley Central School district will provide multiple ways for students to participate in learning and demonstration of
mastery of Learning Standards in remote or blended models to students who do not have sufficient access to high speed internet by providing paper copies of material to assess mastery.

**Teaching and Learning**

Our reopening plan includes a [continuity of learning plan for the 2020-2021](https://example.com) school year. Our plan prepares for in-person, remote, and hybrid models of instruction.

Beginning on September 8 through and including September 11th, all students will be remote for these four days to ensure technology and connectivity issues are resolved. Teachers will be checking in daily with students during those 4 remote learning days. Beginning on September 14th, 2020, all of our students will participate in a hybrid model of instruction to allow social distancing. Half of our students will attend in-person instruction on Red Days (Monday/Tuesday) and participate in remote learning on Wednesday, Thursday and Friday. The other half will attend in-person instruction on Blue Days (Thursday/Friday) with remote learning taking place on Monday, Tuesday and Wednesday. We will group households/families together on the same two days of in-person instruction. Parents will be notified of the days students will be attending school in-person. If needed, requests for adjustments to the schedule will be considered as possible and aligned with numbers for social distancing guidelines.

Our plan will be to move to a full in-person plan as soon as possible according to guidance from DOH/CDC/NYSE. Our school schedules will be designed to accommodate the modified hybrid model but to then transition to a full in-person model easily. Should we be ordered to return to full remote instruction again, we can also transition to do so. The start of the school year, with at least two days in-person, will allow our teachers, counselors and administrators to form strong relationships with our students. Our focus will be on the social and emotional needs of our students in the first few weeks of school with restorative practices used daily to establish relationships and to identify the needs of our students.

Our most vulnerable students, in small self-contained special education classrooms of 6:1:1 and 12:1:1 will return to school four days a week, Monday/Tuesday and Thursday/Friday.

As a NYS public school district, our instructional program, whether in-person, hybrid, or remote, is at all times aligned to the NYS Learning standards. Teachers will work collaboratively at grade level or subject area to identify any gaps in learning from the sudden March-June 2020 school closures and to identify power standards for primary focus. Teachers will collaborate by department/grade level to develop common communication methods and instructional delivery models utilizing an interdisciplinary/project-based approach when possible. The District will utilize Google Classroom as the main platform for communication, plans for the week and posting of instructional and activities. If a teacher is utilizing their webpage as a means of communication, it must be posted and funneled through the Google Classroom platform. Communication to parents through this platform will be concise, direct and consistent. Teachers will be able to instruct students how to better access and utilize the Google Classroom platform.

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and provide them support during face to face instructional days. Teachers will utilize best practices developed for remote learning.

PowerSchool will be used to track completion of assignments, grading and attendance. The district will return to grading protocols, policies and procedures in place prior to the closure in March. Work assigned during the remote days will also be graded.

Our district reopening plan provides for a program that includes regular substantive interaction between teachers and students whether delivered through in-person or remote models of instruction.

Every effort will be made to ensure daily contact with each and every student, with daily attendance taken on both in-person and remote learning days. We anticipate some flexibility for the times in which students are working remotely but it will be imperative that all students have access to teachers during the remote learning days. Given our Red/Blue model described within this plan, we will work collaboratively to employ all teachers, teaching assistants, and aides to supplement the instruction for the regular classroom teacher if needed. For example, an elementary teacher who has in-person instruction with half of her students Monday/Tuesday and the other half on Thursday/Friday will need support to connect with her remote students. This may be supplemented by those teachers who are available because the nature of their own workload allows them to be available to help with core instruction needs.

We will also plan to staff an open online room (Zoom, Google Hangouts), where students can, by building, sign on or call for help with any work or assignments during the day. Teachers are also encouraged to hold “office hours” every day so that any student in their classes can check in for help. Certainly on a day when there’s been fully scheduled, by contract, contact time with in-person learning, this may be only for 30 minutes. Every school will provide “office hours” daily and all teachers will be available for office hours for a substantive amount of time on Wednesdays, with teachers who have available time in their schedules also available on the rest of the days of the week.

There will also be a technology help line that is available to students and families for at least four hours per day, at varying times.

The district will provide teachers with professional development opportunities to enhance best practices and streamline our remote processes. Staff will be provided additional training in Google Classroom, PowerSchool, remote learning and other topics as necessary to ensure a consistent approach for families and students. Professional Development will include consistency in naming protocols, the set up of assignments and grading to allow for a streamlined view of the program. Also, building principals will continue to provide professional development opportunities throughout the year during staff meetings as needed.
Teachers will collaborate at grade level and department to ensure alignment of instructional practices. In addition to technical support, the district will provide training opportunities for families in Google Classroom and PowerSchool.

Our reopening plan will be available on the school district website. In addition, we will employ our parent broadcast system, frequent messaging from building principals and teachers to update our families along the way.

Our UPK program is scheduled to operate in alignment with the elementary school schedule and those children will follow our Red/Blue daily schedule. Due to COVID19 related reductions we will not be able to provide mid-day transportation for half-day Pre-K students. Our buses will bring them in those attending morning sessions and will bring the afternoon Pre-K students home. We will not bring morning Pre-K students home after the morning session and we will not be picking up and delivering the afternoon Pre-K students to school. We will bring the morning Pre-K students to school and we will bring the afternoon Pre-K students home, but we will not be providing mid-day transportation to or from school for half-day Pre-K students this year.

**Special Education**

1. Our district reopening plan, whether services are provided in-person, remote, and/or through a hybrid model, addresses the provision of free appropriate public education (FAPE) consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.

2. We will document the programs and services offered and provided to students with disabilities as well as communications with families. Those communications will be provided in the parent’s preferred language or mode of communication to meet the requirements of the IDEA.

3. Our committees on preschool special education (CPSE) and committees on special education (CSE) and program providers representing the variety of settings where students are served will continue to meet as needed and communications with our families will provide clear information for an understanding of the provision of services consistent with the recommendations on IEPs, plans for monitoring and communicating student progress, and commitment to sharing resources. Our responsibilities to follow the procedures and laws of the IDEA remain an integral part of our school programs.

4. We will ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students.

**Bilingual Education and World Languages**

1. We will complete the ELL identification process within 30 school days of the start of the school year for all students who enrolled during COVID-19 school closures in 2019-20, as well as all students who enroll during summer of 2020 and during the first 20 school days of the 2020-21 school year. After this 20 day flexibility period, identification of ELLs
must resume for all students within required 10 school days of initial enrollment as required by Commissioner’s Regulations Part 154.

2. As needed, we will provide the required instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.

3. Regular communication with families of ELLs will continue throughout the school year and will be provided in the preferred language or mode of communication.

**Teacher and Principal Evaluation System**

1. We will evaluate all teachers and principals pursuant to our approved APPR plan.

**Certification, Incidental Teaching, and Substitute Teaching**

1. We ensure that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner’s regulations (ex. Incidental teaching) or Education Law.