

*Lyndonville Central  
School District  
Re-opening Plan: 2020-21*





## **INTRODUCTION**

Mission Statement: We provide educational experiences that maximize each student's ability to achieve as a learner and community member.

Values and Vision Statement: We strive to lead in academic excellence, safety and community pride.

### District Core Beliefs:

- 🐾 We put student needs first to ensure that all learn and succeed.
- 🐾 Communication should be timely, transparent and reciprocal.
- 🐾 We treat each other respectfully and consider all perspectives.
- 🐾 Collaboration among school, community and families is essential for student success.
- 🐾 We commit to creativity, innovation and continuous improvement.
- 🐾 District resources are utilized efficiently.
- 🐾 Effective curriculum and instruction must be rigorous, engaging, purposeful and differentiated.
- 🐾 We model integrity and ethical behavior.
- 🐾 Learning and growth require a safe, caring environment emphasizing social and emotional well-being.
- 🐾 We are accountable for our actions.

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# MESSAGE FROM THE SUPERINTENDENT

July 31, 2020

Dear Lyndonville Families and Students,

I hope this letter continues to find you and your loved ones safe and sound! I would like to update you on the status of re-opening plans, and implications for the new school year. The full details of this plan may be found in the full re-opening plan, which follows this letter. Our District remains committed to providing a high quality instructional program in a safe setting that meets or exceeds all health and safety requirements.

Our Re-Opening Committee has been meeting on a regular basis to address the required components of both State Education and Department of Health guidelines for re-opening school. As stated previously, our committee has included representations from all groups (Board of Education, administration, faculty, staff, parents, community and students). I also appreciated the incredible survey results of over 550 respondents, and we used this information and results to guide our decision-making.

***Our plan is to provide full in-person instruction for all students, every day!*** However, we are also prepared to offer a remote learning option for those families who are not comfortable returning to school under the current conditions.

To help you make that decision, I want to share with you some highlights of re-opening plans, which will also be shared at the parent meetings in August. A full copy of the plan is also posted on our website for your complete review. *Please note this plan is subject to change and is not necessarily a FINAL document.*

- Face Coverings - Face coverings will need to be worn during passing times, on the bus, at arrival and dismissal, and when we cannot provide six feet of social distancing OR protective barriers in classrooms. **It is our goal to reduce the requirement for face covering as much as possible by staying with current requirements.** In some cases, we are assigning larger classes to larger classrooms. We are purchasing protective barriers that can be used in the classroom and lunchrooms. Disposable masks will be made available to students if needed.
- Health Screening – These will be required for every staff member and student, and the following applies:
  - ✓ Health screenings will require daily temperate and health checks at home. If your child has a temperature of over 100.0 F, experiences a new cough, respiratory distress, vomiting or shortness of breath, she/he MUST stay home.
  - ✓ I have been and will remain in regular contact with the Orleans County Health Department. We will continue to consult with the Health Department, as they will with us, of any suspected or confirmed cases, and respond accordingly by following all guidelines from State Education and the State Health Department.
- Hygiene and Sanitation – Signage and proper hand and hygiene cleaning will be posted throughout the school, and students will be given direct instruction on this important practice. Hand sanitizer will be available in *every classroom* and stationed throughout the school.
- Transportation - Face coverings will need to be worn on the bus and we will social distance to the extent possible. If you plan to transport your child, **PLEASE indicate so on the**

**forthcoming survey so we can plan accordingly.** Buses will be cleaned and sanitized on a daily basis.

We are planning a STAGGERED start to the first day of school ONLY. In other words, not every student will start school on the same day, but within three days, ALL students will be on a regular schedule. DO NOT plan on EVERY student's first day of school being the same, as we have done every year in the past. The purpose of this plan is to introduce our students and staff to the new procedures in a structured and safe basis.

We hope that all of you will return your children to school, but fully understand if you have concerns. Again, we are offering the option for a full remote learning program, and we ask that you make that decision for the semester by August 14, 2020.

Parent meetings will be held on August 12 and 13<sup>th</sup>, and information on those meetings has already been sent to families. Please contact us 765-3101 if you need more information on these meetings.

***It remains our plan to offer FULL-IN PERSON INSTRUCTION with safety precautions*** in place, as this was the clear preference on our surveys. However, we are still waiting on official word from the Governor, which we expect will come sometime next week, and we will need to adjust if needed based on his decision.

For details on the various teaching and learning scenarios we were required to create, *please turn to page 35 of this document OR view the Teaching and Learning section of the plan on the actual website.*

**Next week, each family will receive a survey to complete that will indicate your preference for your choice of instruction: either 100% in person or 100% remote. These surveys need to be returned by Friday, August 14<sup>th</sup> so we can plan accordingly.**

Our District remains committed to providing a high quality instructional program in a safe setting that meets or exceeds all health and safety requirements.

As always, please contact me with questions.

Sincerely,

Jason A. Smith  
Superintendent

[Jasmith@lcsdk12.org](mailto:Jasmith@lcsdk12.org)

585-765-3101

585-207-3223 (text)

**TIMELINE (subject to change)**

- Friday, July 31: Re-Opening Plan released
- Monday, August 3: Required Parent Survey released
- Wednesday, August 12: Parent Meetings (see flyer)
- Thursday, August 13: Parent Meetings (see flyer)
- Friday, August 14: Required Parent Surveys due

Revised/Staggered **Opening Week** Schedule

<b>Tuesday - 9/8</b>	<b>Wednesday - 9/9</b>	<b>Thursday - 9/10</b>	<b>Friday - 9/11</b>
Superintendent's Conference Day	11th & 12 graders 4th - 6th graders ONLY	9th - 12th graders 1st - 6th graders ONLY	7th - 12th graders PreK - 6 <sup>th</sup> (all students)

## **COMMUNITY INFORMATION**

Parents/Guardians please join us on  
**on August 12 and/or 13, 2020**  
for information on the reopening of school.

Registration is needed for one representative per family.  
RSVP or Questions: Lori Lamay at 585-765-3101 or llamay@lcsdk12.org

Seating is limited to 100 people per time slot.  
The first 50 people will report to the auditorium;  
the second 50 people will report to the cafeteria for a livestream presentation.  
Sessions will be live streamed and recorded.  
Each time slot provides information specific to the grades listed.

### **August 12, 2020:**

**12:00 pm: PreK-6 grade**

**4:00 pm: 7-12 grade**

**7:00 pm: PreK-12 grade**

### **August 13, 2020:**

**12:00 pm: 7-12 grade**

**4:00 pm: PreK-6 grade**

**7:00 pm: PreK-12 grade**

**REGISTRATION IS REQUIRED BY AUGUST 7, 2020!**

**No walk-ins will be able to attend.**

**See district website after July 31 for a copy of the full reopening plan.**

# LYNDONVILLE CENTRAL SCHOOL RE-OPENING PLAN HIGHLIGHTS

- ***All students, every day with precautions***
- Remote learning available by request with weekly teacher contact
- Face coverings used in hallways and on buses
- Face coverings used in classrooms when necessary
- Reduced class sizes
- Larger classroom spaces
- Blended technology-rich classrooms for all students, with 1:1 classrooms for Grades 1-12
- Expanded use of Elementary building on Main Street
- Outdoor teaching when appropriate
- Regular cleaning and disinfecting
- Regular contact with Orleans County Health Department
- Alternative breakfast and lunch assignments/locations
- Daily health checks
- Promotion of proper hand hygiene and respirator etiquette
- Use of social distancing/barriers

## QUESTIONS? CONTACT US AT:

PHONE: (585) 765-2251

TEXT: (585) 207-3223

## RE-OPENING PLAN DEVELOPMENT:

This plan was developed with representatives from the Board of Education, administration, staff, students, families and community members.

**NO AFTER SCHOOL ACTIVITIES UNTIL AT LEAST SEPTEMBER 21, 2020**

## COMMUNICATIONS/FAMILY AND COMMUNITY ENGAGEMENT



**The school and/or district engaged with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) when developing reopening plans. Plans for reopening should identify the groups of people involved and engaged throughout the planning process.**

Lyndonville Central School District recently conducted a reopening of schools survey. Over 550 family members, caregivers and staff responded with the majority, 66 percent, indicated they believe in-person school should resume in September with new procedures in place.

The Re-Opening Committee met between July 20 and July 31, 2020. Representation was from the following groups:

- Board of Education
- Administration
- Students
- Employee Associations
- Teachers
- Support Staff
- Parents/Community
- Buildings and Grounds
- Technology
- Food Service
- Transportation

**The school and/or district developed a communications plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Responsible Parties may consider developing webpages, text and email groups, and/or social media groups or posts.**

Communication vehicles the district uses to convey information to parents:

- 1.) A Robo Call from the Superintendent – HIGH PRIORITY
- 2.) Paper document sent in the mail
- 3.) Email & Text Alerts
- 4.) Social Media (Facebook, Twitter, Livefeed on website)
- 5.) School Website
- 6.) Local Media & *Applegram* (school's newsletter)

Communication vehicles the parents have to contact the school:

- 1.) Text Line
- 2.) Phone
- 3.) Let's Talk on school website
- 4.) Email

Signage will be displayed throughout the campus reinforcing social distancing, use of masks, proper handwashing techniques, etc.

The District will also develop and implement a survey to determine which communication vehicles are the most effective for families. A reminder to parents to check all platforms they would like to receive the information will also be included.

The frequency of communication will vary depending on methods of instruction: Regular in house – Once/Month; Hybrid – Once/2 weeks or less; Remote – Once/weekly ex.: every Monday

The district will be holding community meetings in August, not to exceed 50 people at a time, and registration will be required to attend. These informational meetings will be held over the course of a few days with multiple times of attendance to accommodate all families. Families will have the opportunity to ask questions and share concerns with the Superintendent, the Elementary Principal and the Middle-High School Principal before opening.

**The school and/or district will ensure all students are taught or trained on how to follow new COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face cover wearing, social distancing, and respiratory hygiene.**

Our school nurse and administration will create, develop and post videos that will be reviewed with the students the opening week of school. The videos will involve students to help make the message more interactive for the student body. The videos will also be posted on the COVID 19 section of the District website.

**The school and/or district will provide communications in the language(s) spoken at home among families and throughout the school community. Written plans must be accessible to those with visual and/or hearing impairments.**

The website structure is hard coded to be read by a screen reader for those with visual impairments. This includes all headers, menu items, custom pages, Live Feed, News, Events, Documents, Bulletin Board, etc. Every section has this built in. Each photo that is uploaded to the website does have to include alt-text and this action is done by the user uploading the image. This is what the screen reader will read when that image is selected for those with a visual impairment. For any audio/video that is added to the site, we suggest using a streaming service such as YouTube, because they will add closed captions to the video. This keeps compliance for those with an auditory disability.

The District will collaborate with our website vendor to ascertain accessibility for visual and hearing impairments. The District will also work with translation specialists and programs to provide communications in the languages spoken at home among families.

**The school and/or district will encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained.**

Using the aforementioned communication plan, the District will ensure adherence to both CDC and DOH guidance. ***(Please refer to Health and Safety section for more details)*** We will encourage students, faculty, staff and visitors to adhere to guidance through the posting of signs, regular reminders, public address announcements, and other communication means previously outlined.

## HEALTH AND SAFETY



Each school and/or district reopening plan must review and consider the **number of students and staff allowed to return in person.**

These factors should be considered when determining resumption of **in-person instruction:**

- (1) Ability to maintain appropriate social distancing or face coverings;**
- (2) PPE and face covering availability;**
- (3) Availability of safe transportation;**
- (4) Local hospital capacity – consult your local department of health.**

The Lyndonville Central School District (LCSD) has approximately 625 students and 125 employees.

- LCSD included within the opening plan development, consistent with NYSED and CDC guidelines, use of required face coverings, PPE and will maintain social distancing.
- LCSD will provide face coverings based on NYSED recommendations.
- LCSD has developed instructional school opening plans that include:
  - In-Person
  - Remote learning
  - Combination of both of these
- LCSD has developed a plan for safe transportation of students (see section related to transportation)
- LCSD will stay in communication with the Orleans County Health Department.
- LCSD will check the [link](#) for the Finger Lakes Division regarding local hospital capacity.

**Each school and/or district reopening plan must engage with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) in developing their reopening plan and identify those that participated in the reopening plans.**

The Re-Opening Committee met between July 20 and July 31, 2020.

Representation was from the following groups:

- Board of Education
- Administration
- Students
- Employee Associations
- Teachers
- Support Staff
- Parents/Community
- Buildings and Grounds
- Technology
- Food Service
- Transportation

**Each school and/or district reopening plan must include a communications plan for students, parents/guardians, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.**

- LCSD school opening & on-going plan includes a communication plan:
  - On-going communication to students, parents/guardians, staff and visitors using many different outlets such as: school's website, social media, emails, robocalls, etc. Communication will be from the superintendent and other LCSD representatives with the focus to share information related to the school opening and on-going operations during this pandemic.
  - LCSD will educate the students/staff of the importance of social distancing whenever possible (currently 6 feet). LCSD is also requiring face coverings, encouraging proper hand washing techniques and using barriers.
  - Signage will be placed throughout the buildings to highlight the importance of social distancing, wearing face coverings and proper hand washing techniques. Instruction/training videos will also be used.
  - During this pandemic, visitors will be kept to a minimum.
  - NOTE: If someone is unable to wear facial covering due to a medical exception, a letter from a physician is required. The Superintendent or their designee (such as the school doctor or school nurse) will communicate to the staff identifying the student(s) that, due to medical reasons, to wear a face covering will not be required. A wristband will be given to the student or staff member to wear to identify them as individuals unable to wear facial coverings.

**Each school and/or district reopening plan has a written protocol developed in collaboration with the district or school's director of school health services to instruct staff to observe for signs of illness in students and staff and requires symptomatic persons to be sent to the school nurse or other designated personnel.**

- LCSD has identified, consistent with the NYSED and the CDC guidelines, a number of potential symptoms that parents/guardians, students and staff, need to screen for related to the COVID-19 virus (this list can change over time).
- **NOTES:**
  - LCSD requires parents/guardians to check their students for these potential symptoms prior to students leaving home and to keep their students home from school if they show symptoms.
  - Students & Staff exhibiting these symptoms need to be sent to the school health office for an assessment that could lead to the necessity for that person to leave the school buildings.
- Fever or Chills (100 degrees F or higher)
- 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
  - Flushed cheeks
  - Rapid or difficult breathing (without recent physical activity)
  - Frequent use of the bathroom
- LCSD has identified a confidential screening questionnaire to be administered to the staff for completion each day and students once a week, consistent with the NYSED guidelines that includes the following questions:
    - Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19.
    - Have tested positive through a diagnostic test for COVID-19 in the past 14 days.
    - Has experienced any symptoms of COVID-19, including a temperature of greater than 100.0 F in the past 14 days.
    - Has traveled internally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.

**Each school and/or district reopening plan has a written protocol for daily temperature screenings of all students and staff, along with a daily screening questionnaire for faculty and staff and periodic use of the questionnaire for students.**

Regarding the need to conduct temperature screenings and screening questionnaire. LCSD will ask:

- Each day, staff will complete the electronic screening questionnaire
- Each week, students will complete the screening questionnaire.
- Parents are required to take students' temperatures prior to them leaving for school. If a student's temperature is 100.0 F degrees or higher, they should be kept home, monitored and screened for other symptoms.

NOTE: Anyone in the buildings exhibiting these signs will be sent to the school health office for an assessment that could lead to the need to leave the school buildings.

**Each school and/or district reopening plan requires that ill students and staff be assessed by the school nurse (registered professional nurse, RN) or medical director and that if a school nurse or medical director is not available, ill students and staff will be sent home for follow-up with a healthcare provider.**

LCSD employs a full-time Registered Nurse who is empowered and capable of assessing ill students and staff. If the School Nurse is unavailable, ill students and staff will be sent home with the expectation that they will follow-up with a healthcare provider prior to returning to school.

**Each school and/or district reopening plan has written protocol requiring students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire to be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home.**

LCSD will be implementing, prior to the opening day of school, changes to the buildings that will include a "Dedicated Isolation Area (DIA)" to be used to hold sick people who show COVID-19 virus signs. The DIA is an area that is used to supervise students prior to their being picked up/sent home. This area will be separate from the "Well Location Area" for people who need to see the nurse not showing the COVID-19 virus signs.

**Each school and/or district reopening plan has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.**

LCSD will require all visitors, guests, vendors and contractors to:

- Fill out the health screening document and will require passing of all questions. If any question indicates that they are at risk, they will not be allowed on the school property.
- Have their temperature taken and such will need to be below 100.0 F to be able to stay on school property.
- Wear face covering while they are on school property.

LCSD will keep the number of visitors, guests, vendors and contractors to a minimum.

**Each school and/or district reopening plan has a written protocol to instruct parents/guardians to observe for signs of illness in their child that require staying home from school.**

LCSD has identified, consistent with the NYSED and the CDC guidelines, a number of potential symptoms that parents/guardians, students and staff, need to screen for signs related to the COVID-19 virus (this list can change over time).

**NOTES:**

- 1) LCSD requests parents/guardians to check their students for these potential symptoms prior to students leaving home and to keep their students home from school if they show symptoms.
- 2) Students & Staff exhibiting these symptoms need to be sent to the school health office for an assessment that could lead to the necessity for that person to leave the school buildings.
  - Fever or Chills (100 degrees F or higher)
  - 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
- Flushed cheeks
- Rapid or difficult breathing (without recent physical activity)
- Frequent use of the bathroom

**Each school and/or district reopening plan has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.**

LCSD will place posters/signage throughout the school in applicable places demonstrating correct hand washing and respiratory hygiene techniques. Hand washing hygiene is encouraged to be completed after contact with respiratory secretions.

**Each school and/or district reopening plan has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.**

- LCSD will educate the students/staff of the importance of social distancing whenever possible (currently 6 feet). LCSD is also requiring face coverings, encouraging proper hand washing techniques and using barriers.
- Signage will be placed throughout the buildings to highlight the importance of social distancing, wearing face coverings and proper hand washing techniques. Instruction/training videos will also be used.

**Each school and/or district reopening plan has written protocol detailing how the district/school will provide accommodations to all students and staff who are at high risk or live with a person at high risk.**

LCSD will attempt to identify, via survey prior to the school opening day, students that are at high risk or live with a person at high risk. LCSD will be offering distance/remote learning to accommodate as needed. Staff will be reviewed on a case by case basis.

**Each school and/or district reopening plan has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.**

- LCSD included within the opening plan development, consistent with NYSED and CDC guidelines, use of required face coverings, PPE and will maintain social distancing.
- LCSD will provide face coverings based on NYSED recommendations.
- LCSD has developed instructional school opening plans that include:
  - In-Person
  - Remote learning

- Combination of both of these

**Each school and/or district reopening plan has plan for obtaining and maintaining adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.**

LCSD has and will continue to purchase, based on NYSED recommendations, the necessary protection equipment of PPE/face coverings to ensure supply to students and staff (including extra required equipment for the school health & cleaning professionals such as: N95 masks, face shields, gloves and disposable gowns).

**Each school and/or district reopening plan has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.**

LCSD will discuss with the Orleans County Health Department the identification of any confirmed cases of COVID-19. Communication to parents will be made timely as needed. Actions related to LCSD operations (including the return to school property after a positive screening for COVID-19 symptoms/illness/diagnosis of confirmed case/following quarantine) will be determined based on a number of considerations such as: the number of COVID-19 confirmed cases, any communication/direction given by the Department of Health (DOH) for Orleans County, current NYSED, DOH and CDC guidelines.

**Each school and/or district reopening plan has written protocol that complies with DOH and CDC guidance for the return to school of 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. Return to school will be coordinated with the local health department.**

LCSD will discuss with the Orleans County Health Department the identification of any confirmed cases of COVID-19. Communication to parents will be made timely as needed. Actions related to LCSD operations (including the return to school property after a positive screening for COVID-19 symptoms / illness / diagnosis of confirmed case / following quarantine) will be determined based on a number of considerations such as: the number of COVID-19 confirmed cases, any communication/direction given by of the Department of Health (DOH) for Orleans County, current NYSED, DOH and CDC guidelines.

**Each school and/or district reopening plan has written protocol to clean and disinfect schools following CDC guidance.**

LCSD has and will continue to disinfect the schools following current CDC guidelines.

**Each school and/or district reopening plan has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.**

LCSD will continue to meet school safety drill requirements and will require the wearing of face coverings during all drills.

**Each school and/or district reopening plan has written plan for district/school run before and aftercare programs (or, for charter schools, as required by the school's charter).**

LCSD does not currently have district run before or aftercare programs. If LCSD were to lease some portion of building space to a third party, LCSD will work with the lessee to ensure COVID-19 required safety measures.

**Each school and/or district reopening plan designates a COVID-19 safety coordinator (administrator) whose responsibilities include: continuous compliance with all aspects of the school's reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or "new normal" levels.**

LCSD's COVID-19 Safety Co-Coordinators are:

- Joe J. DiPassio, Jr, School Business Administrator
- Kevin Czaja, Director of Facilities

## **FACILITIES**



**Each school and/or district reopening plan which include changes or additions to facilities must comply with the requirements of the: 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to OFP.**

LCSD is fully aware of the 2020 NYS Fire Code, Building Code and Energy Code. All changes, if any, have been brought to the attention of our local fire code official, the district's architectural firm, and if needed will be submitted to OFP.

**Each school and/or district reopening plan must ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.**

LCSD hasn't committed to an architectural firm to perform the 2020 Building Condition Survey that is required to be completed by December 31, 2020. LCSD will commit to an architectural firm to perform the 2020 Building Condition Survey sometime in the month of August or September in order to be completed by the due date of December 31, 2020.

In the meantime, LCSD is in contact regularly with the current architectural firm that was instrumental in completing the recent capital project (final cost report submitted in June 2020).

**Each school and/or district reopening plan must provide provisions to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.**

LCSD will be complying with the NYSDOH directive to perform the Lead in Water Testing. As mandated by NYSED and NYSDOH, the building shall be occupied by students and staff for testing parameters and not conducted during summer recess.

**Each school and/or district reopening plan must ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any locations is in accordance with FCNYS 2020 Section 5705.5.**

Prior to the reopening plan, LCSD had installed Alcohol Based Hand Rub Dispensers in all classrooms, cafeterias, libraries, gymnasiums, locker rooms and offices. All dispensers will be checked daily, for proper operations and refilled as needed. As per NYSDOH recommendations, hand washing sinks are located in many classroom and office locations throughout the district.

**Each school and/or district reopening plan which include the installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will ensure the submission of detailed floor plans to OFP for review.**

At this time of the reopening plan, LCSD has not determined the need for room dividers in classrooms, libraries, cafeterias, auditorium, gymnasiums or other points of congregation. If the need for partitions changes, the district's architectural firm will be notified for compliance along with OFP. Lunch room tables, desks, and one-to-one teaching tables may be fitted with polycarbonate dividers as barriers for social distancing requirements.

**Each school and/or district reopening plan must ensure that all new building construction and temporary quarter project will be submitted to OFP for a full code review.**

At this time of the reopening plan, LCSD has no anticipated plan for construction of any new building or temporary quarters.

**Each school and/or district reopening plan which include new facilities for leasing must provide a plan to consult with OFP for a preliminary evaluation.**

LCSD has no anticipated plan for leasing any additional facilities.

**Each school and/or district reopening plan which includes the temporary or permanent use of Tents must provide plans adhering to the BCNYS.**

LCSD has no plans for temporary or permanent use of tents or tent like structures.

**Each school and/or district reopening plan must ensure that the existing or altered number of toilet and sink fixtures meet the minimum standards of the BCNYS.**

LCSD recently completed a multi-million dollar capital improvement project based on OFP approval. No alterations to the required number of toilet and sink fixtures will occur as a result of this reopening plan.

**Each school and/or district reopening plan must ensure that each building provides one drinking fountain per one hundred occupants or provide a written plan for a reasonable alternate source of drinking water.**

LCSD recently completed a multi-million dollar capital improvement project. Current drinking fountains meet the requirements of one fountain per 100 students. The district is exploring the option of converting some current drinking fountains to contain bottle filling stations for sanitary reasons evolving around this reopening plan.

**Each school and/or district reopening plan must provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designed.**

LCSD maintains required code ventilation. Ventilation requirements are maintained as per NYS Building Code, NYS Energy Code and NYS OFP. Filter changes will be made and documented on a scheduled determined by our energy controls management firm, U & S Services.

**Each school and/or district reopening plan must ensure that all project submissions only dedicated to "COVID-19 Reopening" will be labeled as such.**

LCSD has no anticipated need for project submissions to NYSED regarding Covid-19. If the need should arise, all submission will be labeled as such.

**Each school and/or district reopening plan which include the use of plastic separators must comply with the 2020 BCNYS Section 2606.**

LCSD will comply with the 2020 BCNYS section 2606 regarding the use of plastic barriers. Lunch room tables, some desks, and some one-to-one teaching tables will be fitted with dividers to allow for barriers between students.



**Each school and/or district reopening plan must include protocols and procedures that require cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.**

District staff will clean and disinfect areas used for meals prior to and after each meal.

**Each school and/or district reopening plan must ensure compliance with Child Nutrition Program requirements (if the school is its own SFA – for charter schools that are part of a district’s SFA, the plan must ensure communication with the district regarding food serve requirements).**

The District, in collaboration with Personal Touch Food Service, will continue to comply with Child Nutrition Program requirements. Monthly menus including information on these requirements will be shared with students, parents / guardians.

**Each school and/or district reopening plan must include protocols that describe communication with families through multiple means in the languages spoken by families.**

The District, in collaboration with Personal Touch Food Service, and ELL staff, will continue to communicate meal information and food service procedures with families in the language they prefer using multiple modes of communication (paper materials, social media, robo-text and robo-call).

**Each school and/or district reopening plan must require that students must social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.**

The District will provide 6 feet of social distance or a physical barrier for students during all meal taking.

## TRANSPORTATION



**Each school and/or district reopening plan must ensure all buses (conforming and non-conforming to Federal Motor Carrier Safety Standards, as well as type A, C or D) which are used every day by districts and contract carriers will be cleaned/disinfected once a day.**

 The District, in partnership with STA/Ridge Road Express, will ensure transportation vehicles are cleaned / disinfected at least once a day.

**Each school and/or district reopening plan ensures high contact spots must be wiped down after each a.m. and p.m. run depending upon the disinfection/cleaning schedule.**

 The District, in partnership with STA/Ridge Road Express, will ensure high contact spots on all transportation vehicles will be wiped down after each run.

**Each school and/or district reopening plan must ensure school buses shall not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.**

 The District, in partnership with STA/Ridge Road Express, will ensure school buses are not equipped with hand sanitizer due to its combustible composition. This complies with NYS Laws and Regulations for school bus drivers.

**Each school and/or district reopening plan must ensure that school bus drivers, monitors and attendants must not carry personal bottles of hand sanitizer with them on school buses.**

 The District, in partnership with STA/Ridge Road Express, will share protocol and regulations with employees to prohibit bringing personal bottles of hand sanitizer with them on school buses.

**Each school and/or district reopening plan will require that school bus drivers, monitors, attendants and mechanics must wear a face covering along with optional face shield.**

 The District, in partnership with STA/Ridge Road Express, will ensure school bus drivers, monitors, attendants and mechanics will wear a face covering. A mask will be provided for any staff member who does not have a mask upon daily arrival to work.

**Each school and/or district reopening plan requires that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19.**

 The District, in partnership with STA/Ridge Road Express, will ensure transportation staff receives initial training and periodic refreshers on the proper use of PPE and the signs and symptoms of COVID-19.

**Each school and/or district reopening plan requires that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.**

 The District, in partnership with STA/Ridge Road Express, will ensure transportation staff receives initial training and periodic refreshers on the proper use of social distancing.

**Each school and/or district reopening plan requires that transportation departments/carriers will need to provide Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.**

 The District, in partnership with STA/Ridge Road Express, will ensure transportation staff receives PPE such as masks and gloves for drivers, monitors and attendants.

**Each school and/or district reopening plan ensures hand sanitizer will be provided for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.**

 The District, in partnership with STA/Ridge Road Express, will ensure transportation locations including the employee / break room, bus garage and office have hand sanitizer available for use.

**Each school and/or district reopening plan requires that drivers, monitors and attendants who must have direct physical contact with a child must wear gloves.**

 STA/Ridge Road Express has protocol to ensure drivers, monitors and attendants who must have direct physical contact with a child must wear gloves. Gloves will be provided by STA/Ridge Road Express.

**Each school and/or district reopening plan requires that school bus drivers, monitors, attendants and mechanics shall perform a self-health assessment for symptoms of COVID 19 before arriving to work.**

 The District, in partnership with STA/Ridge Road Express, will ensure all staff members complete a self-health assessment for symptoms of COVID-19 before arriving to work.

**Each school and/or district reopening plan requires that students must wear a mask on a school bus if they are physically able.**

 Students are required to wear masks on school transportation if they are physically able.

**Each school and/or district reopening plan ensures that students who do not have a mask will NOT be denied transportation.**

 The District will provide masks for distribution on the bus for those students who do not have them.

**Each school and/or district reopening plan requires that students who do not have masks must be provided one by the district.**

 The District will provide masks for distribution at school for those students who do not have them and/or for those students who do not ride District-provided transportation.

**Each school and/or district reopening plan ensures that students with a disability which would prevent them from wearing a mask will not be forced to do so or denied transportation.**

 The District, in partnership with STA/Ridge Road Express, will ensure students receive initial training and periodic refreshers on the proper use of PPE and the signs and symptoms of COVID-19.

**Each school and/or district reopening plan requires students will be trained and provided periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID-19.**

 The District, in partnership with STA/Ridge Road Express, will ensure students receive initial training and periodic refreshers on the proper use of social distancing.

**Each school and/or district reopening plan requires that students will be trained and provided periodic reminders on the proper use of social distancing.**

 The District, in partnership with STA/Ridge Road Express will ensure District students who attend schools off campus will continue to be provided transportation to their public and non-public out of District placements, if they remain open.



## **SOCIAL EMOTIONAL WELL-BEING**

**Each school and district ensures that district-wide and building-level comprehensive developmental school counseling program plans, developed under the direction of certified school counselor(s), are reviewed and updated to meet current needs.**

Lyndonville's comprehensive counseling plan was developed under the direction of a certified school counselor. It has been reviewed and will be updated by the school counselors and the advisory committee as needed. A summary of the comprehensive counseling plan will be posted on the district website.

**Each school and/or district establishes an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, or school's board, school building and/or district/charter leaders, community-based service providers, teachers, certified school counselors, and other pupil personnel service providers including school social workers and/or school psychologists, to inform the comprehensive developmental school counseling program plan.**

The Lyndonville CSD has established an advisory council and will meet regularly to review and update the comprehensive counseling plan.

**Each school and/or district reopening plan addresses how the school/district will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.**

Mental health/community resources are currently posted on Lyndonville's website, as well as specific COVID-19 resources pertaining to mental health. In addition, a needs assessment survey will be administered to all students when they return to school or remote learning.

**Community resource information:** <https://5il.co/dosc>

**Talking to Children about COVID-19:** [https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)

**COVID-19 Coping Tips:** <https://drive.google.com/file/d/1qyAIAi37btX0CkZGJPnwFhuy6qg8sf8f/view>

**Mask wearing toolkit:**

[https://www.urmc.rochester.edu/MediaLibraries/URMCMedia/strong-center-developmental-disabilities/documents/Mask-Wearing-Toolkit.pdf?fbclid=IwAR0g0Sznufp9TGwQAppV-voMrN9st9OJ0\\_f4bc4OkYR5CCZJFQjhqSYoPs4](https://www.urmc.rochester.edu/MediaLibraries/URMCMedia/strong-center-developmental-disabilities/documents/Mask-Wearing-Toolkit.pdf?fbclid=IwAR0g0Sznufp9TGwQAppV-voMrN9st9OJ0_f4bc4OkYR5CCZJFQjhqSYoPs4)

**Each school and/or district reopening plan addresses professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency, as well as provide supports for developing coping and resilience skills for students, faculty, and staff.**

Lyndonville Central School will provide opportunities and resources for professional development on how to support students during and after the ongoing COVID-19 public health emergency. Resources will also be provided regarding coping strategies for faculty, staff, students and families. The district provides an Employee Assistance Program for all faculty and staff. We have three full-time school counselors for a student population of 630.

**Talking to Children about COVID-19:** [https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)

**COVID-19 Coping Tips:** <https://drive.google.com/file/d/1qyAIAi37btX0CkZGJPnwFhuy6qg8sf8f/view>

**Self-Care Strategies for Educators:** [https://selcenter.wested.org/wp-content/uploads/sites/3/2020/05/Self\\_Care\\_Strategies\\_for\\_Educators\\_During\\_the\\_Coronavirus\\_Crisis.pdf](https://selcenter.wested.org/wp-content/uploads/sites/3/2020/05/Self_Care_Strategies_for_Educators_During_the_Coronavirus_Crisis.pdf)



## **SCHOOL SCHEDULES**

**Each school and/or district reopening plan describes the school schedule planned for implementation at the beginning of the 2020-21 school year and to the extent practicable any contingent scheduling models it may consider if the situation warrants.**

### **FULL IN PERSON PROGRAM** (*every student, everyday*)

Lyndonville will enact a staggered student start (for the first days of school only) ensuring the implementation of health and safety measures. We plan to use the role model acceptance of health and safety protocols of early entry students to provide role models for our younger students.

The school day will end for all students at 2:35. There will be no extra-curricular activities until it is deemed safe to do so.

We will establish a regular/traditional school schedule with exact times for course/subject area instruction.

### **Hybrid Learning Model/Schedule-if directed by the Governor and/or DOH:**

Students would attend in person school two days a week, and remote learning three days a week. Students would be split into A and B groups (based on last name) with a goal of reducing class/section numbers by 50%. Using an A/B cohort model isolating two distinct cohorts of students who attend school in-person on different days of the week, such as A cohort attends Monday/Tuesday, and B cohort attends Thursday/Friday. Wednesdays would allow teachers to support fully students in remote learning, and the cleaning staff to deeply clean and sanitize the buildings. During this model, high needs students will be prioritized for full-time in-person learning when feasible. During a hybrid model, students with disabilities, English learners, and students without access to reliable WiFi will be invited to attend school in-person all four days of in-person instruction.

### **Remote Learning Model if directed by the Governor and/or Infection Rates:**

Students will not attend school in the physical building. Instruction will be conducted digitally through online methods. We will use aligned resources to support student learning. Potentially both physical paper resources and on-line resources will be provided.

The district is collaborating with the Lyndonville Teachers Association to allow for the potential for both synchronous and asynchronous learning for those students in a remote learning setting. Platforms for online learning will be limited. Google Suite will be utilized for all grades, with PreK-1 teachers primarily

using Seesaw and print materials to engage learners. Further instruction and training for both students and parents will be made available.

We will acknowledge that the typical content in a given grade level or course may need to be adjusted. Content will be prioritized based on learning standards, key understandings, and skills necessary for students' success in future study to optimize our time with students.

Information regarding attendance is further explained in the Attendance section of this plan, but active engagement in learning will be expected for a student to get credit for a course.

Protocols for delivering lessons, instructional materials, assessing student work, and grading/providing feedback will be explained in detail by grade/level and subject if and when we enact a full Remote Learning Model.

Equity for accessing instructional materials will be achieved by offering hard copy packets for students who do not have reliable internet service and chromebooks along with kajeets for other students to access internet services. Equity of instruction for remote learners will be achieved through asynchronous or synchronous instruction. Remote learners can access lessons through hard copy and/or a digital platform, specifically Google Classroom or Seesaw.

Teachers will ensure that students are directly engaged with lessons on a daily basis. Teachers will also provide routine and regular interaction with students in order to provide quality and timely feedback on the student's progress in reaching all learning standards.



## **BUDGET AND FISCAL MATTERS**

Lyndonville Central School District (LCSD) has:

- Developed the 2020-2021 school budget in the most responsible and flexible way. Reviewed each budget line item and have implemented:
  - Labor: Not replacing two retirees, reduced budgeted subs (lack of conferences), reduced extra hours of support.
  - Non-Labor: reduced conferences, travel, mileage and supplies (need vs wants).
  - Use of reserved funds to help compensate for reduced New York State Foundation Aid.
  - Remain flexible if more reductions in New York State Foundation Aid is required.



## **ATTENDANCE AND CHRONIC ABSENTEEISM**

Every day school is in session, remote learners will receive an electronic survey regarding their current level of engagement and needs, including any barriers to remote learning. Data from these surveys will be reviewed daily.

A staff member may be assigned as a case manager to students, whose attendance becomes concerning. This case manager will work with both the student and parent/guardian to resolve issues concerning the student's attendance.

Additional measure may include for students having difficulty with remote learning:

1. If there has been no check in by 10:45, a case manager will check in with the student/parent/guardian by email or phone by 3:15.
2. If there has been no contact with the student/parent/guardian for 2 consecutive remote learning days, a case manager will call the parents.
3. If no contact has been made 24 hours after the phone call home, the case manager will inform the building principal and the Dean of Students overseeing Attendance.



## TECHNOLOGY AND CONNECTIVITY

**Each school and/or district reopening plan must include information on how the school/district will have knowledge of the level of access to devices and high-speed internet all students and teachers have in their places of residence.**

A survey of District households will include the following questions:

- How many students are in the household and what grade levels?
- Assess the approximate speed of your home internet access?
- Are you utilizing a cellular data provider or broadband?
- If you do not have internet and would use school wifi, would you utilize a mobile van hotspot within the community or use the school parking lot?

The District will support the goal of universal student access to district devices and internet service. The District is also considering an enhanced outdoor wifi network along the perimeter of the main campus, secondary campus, and bus garage to extend further the network for student use.

The District has also partnered with Erie 1 BOCES to outfit 2 school vans with Mobile bus Kajeet hotspots that are parked out in the community to assist families with access to the internet in lieu of no coverage at their residence. These units can be moved at any point based on community feedback and will save families from having to drive to the district parking lot to download materials.

The District has also purchased color-coded flash drives based on core subject areas that are available to the students that have no internet access that have basic materials for Regents subject areas.

The District is proud to be able to offer staff and students access to mobile and other district devices and the availability of the infrastructure of the expansive network. Within the parameters of district policies and procedures the District offers several layers of protection for everyone accessing the network and devices. The District utilizes a content filter and also subscribes to a mobile device onsite/offsite content filtering and alert system called Securly. The District also subscribes to Gaggle, a Google alert safety system that is monitored for all Google core activities and provides automated alerts and district safety violations. The district has several layers of firewalls that are monitored and maintained by Erie 1 BOCES well as antivirus protection for district devices.

The District is also purchasing Chromebook UV-C timed cleaning solutions to maintain cleanliness in the use of technology. Additionally, the District is in full compliance with Ed Law 2d regulations for the protection of personally identifying data.

The District is formulating plans to frontload teacher preparation time before the start of school for teachers and staff on instructional practices for remote and/or hybrid instruction and best technology practices for in-person and/or remote instruction.

The District IT staff will coordinate time with classroom instructors to review technology needs for remote instruction and devise a "to-go" kit of applications.

Select District staff will offer workshops to mentor fellow teachers on use of remote and hybrid instruction. Teachers and IT staff can assist students during the first days and weeks of in-person or online instruction to discuss, demonstrate, and prepare students on how to use District mobile devices and hotspots, Google classroom, and the safe and ethical usage of those resources. The District also recognizes that many families are at various levels of knowledge of the required devices and expectations of access of students. The District will make every effort to provide outreach to families either by phone call, email (which will be posted on the district website, social media feeds) and printed communication. The District will also consider providing in-person or remote family technology training sessions based on demand.

**Each school and/or district reopening plan must include information on how the school or district, to the extent practicable, will address the need to provide devices and internet access to students and teachers who currently do not have access.**

Districtwide, all students from 1st-12th grade have individual access to Chromebook devices. Additionally, the District currently has an agreement with Erie 1 BOCES for use of 40 Kajeet mobile hotspot solutions for students that do not have access to the internet at their residence. The district plans to procure 20 more hotspots to facilitate the access to broadband internet for students. Further, the District has established three Wifi "hotspots" throughout the community that may be accessed by students at those sites. Should the District re-enter full remote learning, it is recognized that a significant number of households in the District can access neither broadband nor mobile-based internet. For those students, the District would then explore the option of providing supervised, socially distanced in-person computer labs by appointment.

**Each school and/or district reopening plan must include information on how the school district will provide multiple ways for students to participate in learning and demonstrate mastery of Learning Standards in remote or blended models, especially if all students do not yet have sufficient access to devices and /or high-speed internet.**

The District will support the goal of universal student access to district devices and internet service. The District is also considering an enhanced outdoor Wifi network along the perimeter of the main campus, secondary campus, and bus garage to further extend the network for student use.

The District has also partnered with Erie 1 BOCES to outfit two (2) school vans with Mobile Bus Kajeet hotspots that are parked out in the community to assist families with access to the internet in lieu of no coverage at their residence. These units can be moved at any point based on community feedback and will save families from having to drive to the district parking lot to download materials. The District has also purchased color-coded flash drives based on core subject areas that are available to the students that have no internet access that have basic materials for Regents subject areas.



## **TEACHING AND LEARNING**

**Each school and/or district reopening plan includes a continuity of learning plan for the 2020-2021 school year. Such plan must prepare for in-person, remote, and hybrid models of instruction.**

**Each school and/or district reopening plan includes an educational program that is aligned to the New York State Learning Standards (or, for charter schools, the standards set forth in the school’s charter) regardless if instruction is delivered in-person, remotely or in a hybrid model.**

**Each school and/or district reopening plan provides for a program that includes regular substantive interaction between teachers and students whether delivered in- person, remotely or through a hybrid model of instruction.**

**Equity must be at the heart of all school instructional decisions. All instruction should be developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are/clear/opportunities for instruction that/are/accessible to all students/Such opportunities must be/aligned with State standards (or, for charter schools, the standards set forth in the school’s charter) and include routine scheduled times for students to/interact and seek feedback and support/from their teachers.**

**Schools must create a clear communication plan for how students and their families/caregivers can contact the school and teachers with questions about their instruction and/or technology. This information needs to be accessible to all, available in multiple languages based on district or charter school need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone).**

**Districts that contract with eligible agencies, including CBOs, to provide Prekindergarten programs must attest that they have measures in place to ensure eligible agencies with whom they contract will follow health and safety guidelines**

**outlined in NYSED guidance and required by the New York State Department of Health. The district must also ensure their eligible agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.**

**District Instructional Plan is an In-Person Model (*every student, every day*) with the Parental Choice of Remote Learning:**

All students, faculty and staff will attend school in the physical building for a full day on each scheduled school day (with the exception of staggered opening days for students). Established measures to provide for the health and safety will be implemented as outlined in the Health and Safety section of the Reopening Plan. Instruction will be delivered in the traditionally scheduled courses/subject areas.

We will acknowledge that the typical content in a given grade level or course may need to be adjusted. Content will be prioritized based on learning standards, key understandings, and skills necessary for students' success in future study to optimize our time with students. We will utilize formative assessments to identify student needs and gaps, which we will call upon to inform our instruction. Using this model, students will be actively involved in the school learning environment; instructional programs, for the most part, will maintain their current integrity.

Parents will be given the choice of selecting Remote Learning, while the majority of students will be accessing in-person learning. The District is seeking an agreement with the Lyndonville Teachers Association to maximize both synchronous and asynchronous learning. If choosing remote instruction, parents will need to be aware of daily expectations for instruction, and should review potential examples by grade bands, and the attendance section of this plan.

It is important to note, students who are in remote learning will have the same expectations as in-person students. Evaluation, assessments, and *grading will not resemble the practices that were implemented during the school closure from March to June 2020. There will be no Pass/Fail option.*

**Arts and Physical Education**

While operating under an in-person model, Chorus and Band will rehearse in the auditorium, following the recommended social distancing guidelines of 12 ft. for singers and wind players. When possible, chorus students will rehearse outdoors. Ensembles may function in a sectional format, with small groups rehearsing during class time. Independent work will be assigned to those students not participating in their sectional for that day. No instruments, music or materials will be shared between students. Concerts for the first semester may take place in a digital format. Our physical education teachers have planned engaging physical learning activities, while also safeguarding students' health and safety, through social distancing, and using multiple spaces including outdoors, weather permitting. Units of study may include, but not limited to: archery, rollerblading, disc golf, hiking, among other life-long fitness activities.

### **Remote Learning Model if directed by the Governor and/or Infection Rates:**

Students will not attend school in the physical building. Instruction will be conducted digitally through online methods. We will use aligned resources to support student learning. Potentially both physical paper resources and on-line resources will be provided.

The district is collaborating with the teachers association to allow for the potential for both synchronous and asynchronous learning for those students in a remote learning setting. Platforms for online learning will be limited. Google Suite will be utilized for all grades, with PreK-1 teachers primarily using Seesaw and print materials to engage learners. Further instruction and training for both students and parents will be made available.

We will acknowledge that the typical content in a given grade level or course may need to be adjusted. Content will be prioritized based on learning standards, key understandings, and skills necessary for students' success in future study to optimize our time with students.

Information regarding attendance is further explained in the Attendance section of this plan, but active engagement in learning will be expected for a student to get credit for a course.

Protocols for delivering lessons, instructional materials, assessing student work, and grading/providing feedback will be explained in detail by grade/level and subject if and when we enact a full Remote Learning Model.

Equity for accessing instructional materials will be achieved by offering hard copy packets for students who do not have reliable internet service and Chromebooks along with Kajeets for other students to access internet services. Equity of instruction for remote learners will be achieved through asynchronous or synchronous instruction. Remote learners can access lessons through hard copy and/or a digital platform, specifically Google Classroom or Seesaw.

Teachers will ensure that students are directly engaged with lessons on a daily basis. Teachers will also provide routine and regular interaction with students in order to provide quality and timely feedback on the student's progress in reaching all learning standards.

### **Hybrid Learning Model-if directed by the Governor and/or DOH**

Students will attend in person school two days a week, and remote learning three days a week. Students would be split into A and B groups (based on last name and/or household) with a goal of reducing class/section numbers by 50%. Using an A/B cohort model isolating two distinct cohorts of students who attend school in-person on different days of the week, such as A cohort attends Monday/Tuesday, and B cohort attends Thursday/Friday. Wednesdays would allow teachers to support fully students in remote learning, and the cleaning staff to deeply clean and sanitize the buildings. During this model, high needs students will be prioritized for full-time in-person learning when feasible. During a hybrid model, students with disabilities, English learners, and students without access to reliable WiFi will be invited to attend school in-person all four days of in-person instruction.

### **Structures and Expectations for K-12 Hybrid/Remote Learning**

A predefined set of structures has been established for hybrid/remote learning. When planning for and delivering instruction, all faculty and staff will follow the expectations outlined below:

- Systems Management: Grades 2-12 will use the Google Suite to post assignments, communicate with students and parents, create assessments, and share digital information. Grades Pre-kindergarten to 1st will use Seesaw and physical print materials to support the learning of our youngest students.
- Content is created in other applications and uploaded. Learning content may include documents, videos, learning activities, and assessments.
- All students in grades 2-12 will be provided with an electronic device for use at home. If families are need of devices in Grades Pk-1, they may contact the District.
- Portable connections to the internet will be provided for students who do not have an internet connection at home.
- Keep a regular school schedule with exact times for course/subject area instruction.
- Take attendance for each lesson or course.

### **Communication Protocols for Students and Families**

- Provide clear communication to students and families to share course expectations and online learning participation expectations, including set office hours and opportunities to collaborate with educators and other students.
- Parent Guardian Forums will be offered including in-person and virtual. These forums are scheduled for August 12 and 13, 2020:
  - August 12<sup>th</sup>, 12:00 pm for Grades PreK -6**
  - August 12<sup>th</sup> 4:00PM for grades 7-12**
  - August 12<sup>th</sup> 7:00PM for grades PreK to 12**
  - August 13<sup>th</sup> Noon for grades 7-12**
  - August 13<sup>th</sup> 4:00PM for grades PreK to 6th**
  - August 13<sup>th</sup> 7:00 PM for grades PreK to 12**
- District Welcome Letter sent to all students and families including directions for parent access to both Google Suite and Seesaw, and dates for optional training for parents and guardians.
- Teachers will commit to a response time for emails, discussion board posts, and submitted work (suggested best practice: Emails- 24 hours, discussion board- 48 hours, and submitted work- 72 hours)
- In a Fully Remote Learning Model or the Hybrid Learning Model, teachers will provide daily class instruction, and host regular office hours for individual student questions (suggested best practice: two sessions each week)
- Establish remote classroom materials access for students and families
- Provide guidance and ensure all students are able to login to all systems that are a part of the class/course
- Setup, test, and troubleshoot hardware in the audio/video enabled meeting space
- Communicate tech-help protocol for logistical and technical help
- Establish learning objectives
- Establish weekly checklists with clear instructions that can be followed on or off-site
- Create standards-aligned lessons that work toward mastery of the learning targets for instruction in a traditional classroom, while adhering to health and safety recommendations
- Provide resources for students to create evidence of their knowledge in a variety of formats to demonstrate mastery
- Create customized learning pathways, where learning goals and objectives are linked to explicit directions for completion
- Ensure targets are being met to provide quality off-site instruction to include regular check-ins with students on a daily/weekly/set intervals.
- Students will be provided with additional time and support for assignments, activities, and assessments in consideration of the diverse home experiences for remote learning.

## **Potential Remote Learning Examples By Grade Level**

### **Primary Grades:**

- Direct Instruction ELA Lesson each day 30 minutes; Math lesson each day 30 minutes. Independent learning activities 90 additional minutes which could include, but not limited to: writing, physical activities recommendations; crafts, cooking, nature/exploring activities.
- Teacher Contact Daily in full remote; 1x week in Hybrid or Parent selected remote
- Lyndonville CSD has onsite half day and full-day 4 and 3 year-old pre-kindergarten classes. Due to our rural location, we do not contract with any Community Based Organization (CBO) to provide prekindergarten programs. We plan to continue in-person instruction. Remote or Hybrid Models would find instruction highly adapted and developmentally appropriate for these young learners.

### **Intermediate Grades 3-6:**

- Direct Instruction ELA Lesson each day 30 minutes, with expectation of independent work of an additional 30 minutes daily.
- Math lesson each day for 30 minutes. with expectation of independent practice of an additional 30 minutes daily.
- 10 minutes of math fluencies (x-tables, addition/subtraction flash cards)
- Independent learning activities 90 additional minutes which could include, but not limited to: writing, physical activities recommendations; crafts, cooking, nature/exploring activities
- Teacher Contact Daily in full remote; 1x week in Hybrid or Parent selected remote.

### **Secondary 7-12:**

**Team Based Learning-** Multidisciplinary grade-level teams of teachers will collaborate to better coordinate major assignments, themes and essential questions, and create a monthly calendar for each grade level to guide students through each day of learning. Students should receive a weekly update of the learning plan for that week generated by all of the teachers from the grade level team. This should include regular PE activities as well as scheduled, real-time instrumental lessons. In the event of full remote learning, the multidisciplinary teams shall hold weekly virtual planning sessions. Should we return to regular sessions, the teams will continue to meet on a monthly basis.

A sample 7th grade plan would resemble the following:

Monday	Tuesday	Wednesday	Thursday	Friday
ELA- synchronous or asynchronous lesson	Science- synchronous or asynchronous <span style="float: right;">1</span>	ELA- synchronous or asynchronous lesson <span style="float: right;">2</span>	Social Studies- synchronous or asynchronous lesson <span style="float: right;">3</span>	ELA- synchronous or asynchronous lesson <span style="float: right;">4</span>
Math- synchronous or asynchronous lesson	Health, Home, and Career Project- 30 min	Math- synchronous or asynchronous lesson	Independent practice in ELA and Math	Math- synchronous or asynchronous lesson
Gateway to Technology Project- 30 min	Independent Practice in ELA and Math	Gateway to Technology Project	Gateway to Technology Project	Health, Home, and Career Project- 30 min
PE- 30 minute independent fitness activity	Independent Reading- 30 min	Instrumental Lesson	Independent Reading- 30 min	PE- 30 minute independent fitness activity
Independent Reading- 30 min		PE- 30 minute independent fitness activity		Independent Reading- 30 min
		Independent Reading- 30 min		

## **CAREER AND TECHNICAL EDUCATION**

### CTE Guidance and Assurances

The District is committed to supporting student participation in career and technical education (CTE) programming and sustaining a collaborative partnership with Orleans-Niagara BOCES CTE programs. A significant number of Lyndonville juniors and seniors attend these programs. The District will work with BOCES to coordinate scheduling and transportation of these students in accordance with the Lyndonville and O-N BOCES reopening plans. The District will also collaborate closely and work cooperatively with BOCES to support student access and participation in the event of a shift to hybrid or remote learning.



## **ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

### **Considerations for Athletics and Extracurricular Activities**

As per current guidance, the District currently restricts and limits the use of school/district facilities to district or school sponsored extracurricular activities and groups. If any external community organizations are permitted to use school/district facilities, schools/districts must ensure such organizations follow State and locally developed guidance on health and safety protocols. All after-school and large group gatherings will remain restricted until further notice.

The District will continue to follow the guidance from the New York State Public High School Athletic Association regarding "return to play" for interscholastic athletics.

The District will maximize the use of technology and online resources to create or continue some extracurricular activities that may not require person-to-person contact. Student organizations and booster groups will consider virtual options for extracurricular club meetings, elections, and other functions.

#### **Additional Recommendations:**

**Access to Facilities-** The District will explore opportunities to open District recreational facilities as soon as possible in accordance with state and local guidance.

**Training and Fitness-** Athletic coaches are encouraged to communicate with players to promote socially distanced off-season workout programs and readiness for return to play.

**Clubs-** Clubs and booster organizations such as PTA, Music, and Sports Boosters will continue to plan and organize fundraising events for the upcoming school year.

## **SPECIAL EDUCATION**



**Each school and/or 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.**

**Each school and/or district reopening plan addresses how it will document the programs and services offered and provided to students with disabilities as well as communications with parents.**

**Each school and/or district reopening plan addresses meaningful parent engagement in the parent's preferred language or mode of communication regarding the provision of services to his/her child to meet the requirements of the IDEA.**

**Each school and/or district reopening plan addresses collaboration between the committees on preschool special education (CPSE) and committees on special education (CSE) and program providers representing the variety of settings where students are served to ensure there is an understanding of the provision of services consistent with the recommendations on/individualized education programs/(IEPs), plans for monitoring and communicating student progress, and commitment to sharing resources.**

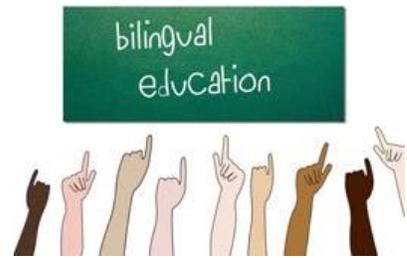
**Each school and/or district re-opening plan must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students.**

In accordance with the Individuals with Disabilities Education Act (IDEA), each student with a disability has unique needs and it is the purpose of the education system to ensure every student has access to their grade-level standards and makes progress in their education. The IEP is the roadmap for each student with a disability, and in these challenging and evolving times including COVID-19 restrictions, it is critical that the IEP team meets and works with the family to assist in determining the greatest access for their child in whatever instructional model is being implemented or selected: in-person/remote/hybrid. All protections and opportunities offered to general education students will be offered to all special education students as allowed by each student's IEP. All SWD will be provided all provisions of their IEPs. This may include in person or remote access to all needed supports as indicated on the finalized IEP. Academic minutes will be met through an anticipated agreement with the LTA for synchronous and asynchronous learning.

Parents are included in all decisions on placements throughout the annual review process. All placements are approved by the BOE and communicated to parents by sending copies of finalized IEP. Any changes are approved by CSE. In a small district such as LCS the CSE and CPSE members are daily participants in the SWD's academic program. Progress for students is monitored as noted on the IEP. Progress is shared with parents at least every 10 weeks as noted on the IEP. The special education department meets as a PLC at least once a month to share resources and strategies. Multiple surveys for parents/guardians and all stakeholders. The district seeks input as we draft and continue to revise the reopening plan, protocols and procedures. There will be six Parent/Guardian Forums both in person and remote, to allow for clear communication, and invite parent feed-back as well as offering a forum to voice concerns and ask questions.

## **BILINGUAL EDUCATION AND WORLD LANGUAGES**

**Each qualifying school and/or district reopening plan which reopens using in-person or hybrid instruction must 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.**



The District will continue to comply with the English Language Learner identification process for all students enrolled as outlined in the Commissioner's Regulations Part 154, including completing 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, as well as all students who enroll during summer of 2020 and during the first 20 days of school of the 2020-21 school year.

**Each school and/or district reopening plan must provide required instructional Units of Study (or, for charter schools, the applicable program outlined in the school's charter) to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.**

The District will continue to provide required instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.

**Each school and/or district reopening plan must ensure the maintenance of regular communication with parents/guardians of ELLs to ensure that they are engaged in their children's education during the reopening process, and provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.**

In addition to parent communication by the District, School and classroom teacher, the District will utilize ELL staff to ensure regular communication with parents / guardians of ELL to ensure they are engaged during the reopening process. We will provide all communication for parents / guardians of ELLs in their preferred language and mode of communication.

## **STAFFING**

**Each school and/or district reopening plan must ensure that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.**

- LCSD's intent is always to ensure that all teachers hold a valid and appropriate certificate for their teaching assignments. If a situation was to exist that LCSD was unable to achieve hiring a teacher to fill an assignment that the person was not certified in, LCSD would review what was allowable under the commissioner's regulation or Education Law.

## **TEACHER AND PRINCIPAL EVALUATION SYSTEM (EDUCATION LAW §3012-D/APPR)**

**Each school and/or district reopening plan must ensure that all teachers and principals are evaluated pursuant to the LEA's currently approved APPR plan (or, for charter schools, the school's charter), including any variance applications approved by the Department.**

- It is the District's intent to ensure that all teachers and principals are evaluated pursuant to the District's currently approved APPR plan.
- However, the District will review whether current approved APPR plans may need to be revised to be consistent with plans for reopening, whether in-person, remote, or a hybrid.
- The District will continue to support the teachers and school leaders at this critical time.

## **STUDENT TEACHING**

The Lyndonville Central School District will continue to partner with local colleges to host student teachers to the extent practicable, given the current health, economic, and teaching & learning conditions.