



Watkins Glen Central School District Reopening Plan - July 2020 Revised 9-3-20

Watkins Glen follows the guiding principles from NYS Education Department while developing the plan.

1. The health, safety, and well-being of the children and adults in our educational community are paramount.
2. We will always keep the issue of educational equity at the forefront of our thinking and decision making.
3. We recognize the diversity that exists among our students and families. It is important to develop creative solutions to their unique challenges.
4. We will enable and encourage our community of parents, teachers, administrators, and students to help us develop and deliver workable solutions to unique needs. We will succeed through our collective effort.
5. We will proceed with the understanding that planning for schools to reopen is not a one-time event. We will continuously monitor the situation and provide updated guidance to help families and staff as the situation requires.

Goal of the WG Reopening Committee:

The committee has provided guidance through research and collaboration on how to successfully open our schools. Members will stay updated on the latest research and regulatory changes that may affect NY schools. The group also thoughtfully developed multiple reopening plans for a fall start. The plans have been developed in the following categories as required by the state.

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Plan A - Everyone Returns

Category	Item #	WG Assurance	WG Actions/Protocols
Health and Safety	1	<p>Watkins Glen CSD will review and consider the number of students and staff allowed to return in person. These factors will be considered when determining resumption of in person instruction: (1) Ability to maintain appropriate social distance or face coverings; (2) PPE and face covering availability; (3) Availability of safe transportation; and (4) Local hospital capacity – in consultation with our local department of health.</p>	<p>(1) All students and staff must wear face coverings when unable to physically distance. Face masks will be required during fire drills, lockdown drills, when traveling or gathering in groups. All students and staff must wear a face covering during the entirety of the gathering. Acceptable face coverings may include, but are not limited to, cloth face coverings, hand sewn, quick cut, bandana, and surgical masks that cover both mouth and nose.</p> <p>(2) Face coverings will be available for all employees and, if needed, to students. Training on how to properly wear and remove face coverings will be provided to students and staff at the beginning of the school year and periodically thereafter.</p> <p>(3) Individuals must wear acceptable face coverings at all times on school buses (entering, exiting, and seated), and individuals should maintain appropriate social distancing, unless they are members of the same household. WGCSD does encourage parents/legal guardians to drop off or walk students to school to reduce density on buses. Temperatures will be checked as students are entering the building. If the temperature is greater than 100.0</p>

			degrees F the child must be sent home. Students awaiting return to home due to temperature screening will be isolated from other students. (4) WGCSD will remain in contact with our local Schuyler Hospital (25 Beds) and the Schuyler County Department of Health.
	2	Watkins Glen CSD will 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 our reopening plan and will identify those that participated in the reopening plans.	WGCSD has a reopening committee, consisting of representative faculty, staff, and administrators. They are in continual contact with local health care providers, and the local health department. In addition, three advisory groups provided input: parents, students, and instructional staff. Lists of specific individuals who participated in these meetings is available in the District Office. The District also surveyed parents and received 333 responses. The school District will hold 3 additional parent meeting at the HS auditorium. Tuesday, August 18th at 6 PM for PK-6 parents, Wednesday, August 19th at 6 PM for 7-12 parents, and Thursday August 20th at 6 PM for any parent. Additionally, a teacher meeting is scheduled for Wednesday, August 19th at 1 PM. All meetings will take place live at the High School Auditorium with all attendees maintaining proper DOH social distancing and face covering guidelines. Meetings will be lived streamed for participants from home.
	3	Watkins Glen CSD ensures a communications plan for students, parents/guardians, staff, and visitors	WGCSD will send out a reopening plan to families by August 15th. Staff and faculty will be trained on

		that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.	cleaning materials and how to appropriately sanitize and disinfect via video. Signage will be posted from Public Health/CDC around the facilities. Parents/Staff/Faculty/Students will be provided consistent information through the use of email and WGCSD website, and the WG social media pages.
	4	Watkins Glen CSD 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.	The written protocol is included in the faculty/staff handbook. Responsible parties will be provided resources to educate themselves regarding the careful observation of symptoms of COVID-19 and health screening. If symptoms are observed, they will be sent to the isolation room.
	5	Watkins Glen CSD 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.	Faculty and staff will be required to complete a Health Screening Questionnaire before arriving on campus that addresses exposure, symptoms, and travel behavior. Students will have their temperature checked when they arrive on campus. If a student's temperature is above the recommended 100.0 degrees F per CDC, the student will not be permitted to enter the building and will be required to go home. A questionnaire will be periodically completed by students: <i>"Have you knowingly been in close contact in the past 14 days with anyone who has tested positive or has had symptoms of COVID-19, have you traveled to any of the restricted states, have you taken any temperature reducing medications, have</i>

			<i>you experienced any symptoms of COVID-19 including a fever in the past 14 days?"</i>
	6	Watkins Glen CSD ensures that all 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.	Ill students and staff will be sent to the Health office to be evaluated and will be sent to the isolation room for additional review of COVID-19 symptoms as determined by the school nurse. If determined sick, they will be sent home. Students and staff must remain home for 48 hours until fever and symptom free or as DOH guidelines mandate (see Appendix A)
	7	Watkins Glen CSD has a 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.	Ill students and staff will be sent to the Health office to be evaluated and will be isolated in the isolation room. If determined ill, they will be sent home. Please see attached written protocol for additional guidance. (see Appendix A)
	8	Watkins Glen CSD has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.	Visitors will remain in the main office security vestibules if they are here to drop off materials for students. Mandatory visitors will be screened, temperature checked, signed in, and provided PPE prior to entering the school buildings beyond the security vestibule.
	9	Watkins Glen CSD will ensure that parents/guardians are provided resources to educate themselves regarding careful observation for signs of illness in their child that require staying home from school.	Parents/guardians will be provided with information regarding signs and symptoms of COVID-19. Parents will be required to periodically fill out a questionnaire regarding health questions, as stated above in number 5.

	10	Watkins Glen CSD has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.	Watkins Glen has received signage from the CDC and the local health department. WGCSD will post these signs throughout the facility. A training will be given to all staff/faculty and students to promote healthy hand washing and mask wearing-and-removal procedures. WGCSD will schedule hand washing breaks for students.
	11	Watkins Glen CSD has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.	<p>Classrooms have been measured and occupancies determined based on social distancing guidelines. Masks will be required when students/staff are unable to physically distance 6 feet. However, 12 feet physical distancing in all directions is required in an activity that requires projecting the voice, singing, playing a wind instrument, or aerobic activity (PE class).</p> <p>Alternate entry points will be used to limit close contact in high traffic situation and times. Doors will be designated for certain grade levels/walkers/drop offs. Arrival and departure locations for students will be staggered, allowing time to screen for temperature while maintaining social distance. Desks will be facing one direction, including teacher desks where applicable.</p> <p>Outdoor areas will be used whenever possible. Individual student belongings will be kept separated and the use of shared supplies will be limited to one group of students.</p>

			<p>The size of groups/cohorts of students will be determined by the number of students who can be in each classroom while maintaining social distance. Visual aids like posters or cones, to illustrate traffic flow and appropriate spacing to support physical distancing will be used.</p> <p>Breakfast and lunch will be served in the classrooms whenever possible, or cafeteria with social distancing.</p> <p>All large gatherings such as assemblies, athletic events, practices, performances, school wide parent meetings will be cancelled or severely limited</p> <p>Field trips and school events, as much as possible, will be transitioned to virtual opportunities</p> <p>Online meetings, whenever practical, will be held for faculty meetings and parent meetings, particularly where physically distancing cannot be practiced.</p> <p>Playgrounds will be used when proper safeguards are in place in the elementary school, and classes will be staggered to allow for playground use by cohort. Hands will be washed before and after touching playground structures, and students will be required to adhere to physical distance guideline.</p> <p>Lockers will be assigned by cohort, or lockers will be eliminated, and students required to carry their materials (See Appendix F on Athletics Plan)</p>
	12	Watkins Glen CSD has written protocol detailing how the district/school will provide	WGCSd administration team will maintain written protocols related to requested accommodations for

		accommodations to all students and staff who are at high risk or live with a person at high risk.	staff and students who are at high risk or live with a person at high risk.
	13	Watkins Glen CSD has written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.	A face covering will be required for all students, staff, faculty, and visitors when unable to physically distance. Mask breaks will be given.
	14	Watkins Glen CSD will obtain and maintain adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.	Face coverings will be available for all employees, if they do not bring their own acceptable face covering. Students will be provided with face coverings, if they forget their own. The district will provide training on how to properly wear and remove face coverings. Shields and gloves will be required and provided for health professionals and staff who are implementing temperature screening protocols.
	15	Watkins Glen CSD has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.	Our local health department will be notified and consulted if a student or staff member reports a positive test for COVID-19. Per CDC guidelines, school affected areas will remain closed for at least 24 hours for sanitation and cleaning, and to help with the investigation of contact tracing. All potential individuals in contact with the affected person will be notified. We will follow the isolation and quarantine protocols. (Appendix A and H)
	16	Watkins Glen CSD 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	WGCSd has a written protocol for return-to-school for staff and students. See Appendix A and H for specific guidelines.

		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.	
	17	Watkins Glen CSD has written protocol to clean and disinfect schools following CDC guidance.	WGCSD will follow the Association of Educational Safety and Health Professionals (AESHP) written protocol to clean and disinfect schools and classrooms, on a regular basis following all DOH and CDC guidance. See Appendix D
	18	Watkins Glen CSD has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.	WGCSD will follow the AESHP (pg56) for fire drills, lockdown drills, etc. where physical distancing cannot be followed. See Appendix D
	19	Watkins Glen CSD has written plan for district-run before and aftercare programs.	The before and aftercare program including athletics will follow the same protocols set forth by the school. The before school care will need to temperature checks before students are allowed to enter the building. We will also be using Standard Operating Procedure as indicated in the AESHP starting on page 64. See Appendix D & F
	20	Watkins Glen CSD has designated 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.	WGCSD has a designated COVID-19 safety coordinator (administrator).

Category	Item #	WG Assurance	WG Actions/Protocols
Facilities	1	Watkins Glen CSD will ensure that changes or additions to facilities will comply with the requirements of the 2020 New York State Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to the OFP.	WGCSO is a spacious district and will not need new construction in order to maintain physical distancing.
	2	Watkins Glen CSD will ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.	The Annual Visual Inspection was completed in July 2020. The Building Condition Survey is not due until a later date. We will continue to ensure compliance.
	3	Watkins Glen CSD will conduct Lead-In-Water Testing as required by NYS DOH regulation 67-4.	Lead testing was completed in January by the DOH and passed. The concession stand and bathrooms next to the stadium will be done in the Fall.
	4	Watkins Glen CSD will ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any location is in accordance with FCNYS 2020 Section 5705.5.	35 hand sanitizing stations have been placed throughout the district.
	5	Watkins Glen CSD will ensure that detailed floor plans involving installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will be submitted to OFP for review.	N/A - No dividers will be placed in classrooms.

	6	Watkins Glen CSD will ensure that all new building construction and temporary quarter project will be submitted to OFP for full code review.	N/A - No new construction.
	7	Watkins Glen CSD will first consult with OFP for a preliminary evaluation prior to leasing new facilities.	N/A - Not leasing any facilities
	8	Watkins Glen CSD will provide plans adhering to BCNYS for the temporary or permanent use of Tents.	N/A - WGCSD does not anticipate the use of tents. However, should plan change we will assure compliance with BCNYS.
	9	Watkins Glen CSDD will ensure that the existing or altered number of toilet and sink fixtures meets the minimum standards of the BCNYS.	WGCSD meets or exceeds minimum standards.
	10	Watkins Glen CSD will ensure that each building provides one drinking fountain per one hundred occupants or we will provide a written plan for a reasonable alternate source of drinking water.	WGCSD has 1,050 students and has 14 water fountains; five bottle fillers; and 5 water coolers available. We will not need an alternate source of drinking water.
	11	Watkins Glen CSD will provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designated.	WGCSD has a Building Management System that controls the precise air flow. All ventilation is monitored 24/7 by the Day Automation Continuum Program. See Appendix “E” for architects' recommendations on Ventilation, Cooling, and Filters. Filtration has been stepped up to MERV 8 and changing of all filters will be moved up to 3 times per year.
	12	Watkins Glen CSD will ensure that all project submissions only dedicated to “COVID-19 Reopening” will be labeled as such.	N/A - There are no current plans to submit new projects for dedicated Covid-19 reopening.

	13	Watkins Glen CSD will ensure that the use of plastic separators will comply with the 2020 BCNYS Section 2606.	N/A - WGCSD will not use plastic separators as they do not comply with the fire safety code.

Category	Item #	WG Assurance	WG Actions/Protocols
Child Nutrition	1	Watkins Glen CSD will provide all students enrolled in the School Food Authority with access to school meals each school day. This includes students in attendance at school and students learning remotely.	The district will provide all enrolled students with meal access whether in person or learning remotely. The School Food Authority will utilize a combination of socially distanced dining with cafeteria pick up. The district will work to coordinate with families learning remotely to provide meals to eligible students using available waivers from NYSED/USDA for flexibility.
	2	Watkins Glen CSD will address all applicable health and safety guidelines.	The district cafeteria team will collaborate with the district facilities department safety and health guidelines. To ensure safety, the district will facilitate social distancing and student movement plans to collaborate with meal service.
	3	Watkins Glen CSD will ensure measures to protect students with food allergies if providing meals in spaces outside the cafeteria.	The district cafeteria team will collaborate with the district/building administration to communicate applicable food allergies from a licensed health care provider. The district/building will accommodate socially

			distanced dining spaces for students with food allergies.
	4	Watkins Glen CSD will ensure protocols and procedures for how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.	All student schedules will be created to allow students to wash hands before all meals. The district/building administration will provide hand sanitizer or hand washing before meal times. Sanitizing stations will be available before, during, and after meal times. The protocols are outlined in the student handbook.
	5	Watkins Glen CSD will ensure protocols and procedures for cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.	The district facilities department will ensure procedures for cleaning and disinfection prior to the next group of students accessing common areas for meal service.
	6	Watkins Glen CSD will ensure compliance with Child Nutrition Program requirements.	The district cafeteria team will develop systems to offer meals in compliance with Child Nutrition Program requirements. Available and applicable waivers will be utilized to deliver resources to students.
	7	Watkins Glen CSD will ensure protocols for food service communication with families through multiple means in the languages spoken by families.	The district cafeteria team will ensure food service communication in languages spoken by families by utilizing USDA documents with available translations as well as coordinating with the district resources for English as a Second Language.
	8	Watkins Glen CSD will ensure that students adhere to social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.	The district/building administration will provide socially distanced dining areas or physical barriers while consuming meals. Examples include cafeterias, gyms, stage areas, and classrooms.

Category	Item #	WG Assurance	WG Actions/Protocols
Transportation	1	Watkins Glen CSD will ensure that 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 must be cleaned/ disinfected once a day.	All District vehicles will have high contact areas cleaned between runs and will be disinfected once per day per FMCSA standards.
	2	Watkins Glen CSD will ensure that high contact spots are wiped down after each a.m. and p.m. run depending upon the disinfection schedule.	All district vehicles will have high contact areas cleaned between each run daily with an approved cleaning solvent.
	3	Watkins Glen CSD will ensure that school buses shall NOT be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.	Watkins Glen CSD will not equip any fleet vehicles with hand sanitizer units.
	4	Watkins Glen CSD will ensure that school bus drivers, monitors and attendants will not carry personal bottles of hand sanitizer with them on the school buses.	Watkins Glen CSD will ensure that all drivers, monitors, and attendants will not carry personal hand sanitizers with them on fleet vehicles. It will be part of our training.
	5	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics will wear a face covering along with optional face shield.	All WGCSD transportation staff including drivers, monitors, attendants, clerks and mechanics will wear a face covering while on the school buses and within the transportation facility when social distance protocols cannot be followed.
	6	Watkins Glen CSD will ensure that transportation staff (drivers, monitors,	WGCSD will provide training prior to the opening of school and periodic refreshers to all staff

		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.	including drivers, attendants, mechanics, and office staff on the proper use of PPE and the signs and symptoms of COVID-19.
	7	Watkins Glen CSD will ensure that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.	WGCSO will provide training prior to the opening of school and periodic refreshers to all staff including drivers, attendants, mechanics, and office staff on the proper use social distancing.
	8	Watkins Glen CSD will ensure that transportation departments/carriers will be provided with Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.	WGCSO Transportation Dept will provide PPE, such as masks and gloves for all drivers, monitors and attendants in buses.
	9	Watkins Glen CSD will provide hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.	WGCSO Transportation has installed hand sanitizer units near the dispatcher's office and the employee break room.
	10	Watkins Glen CSD will ensure that drivers, monitors and attendants who must have direct physical contact with a child will wear gloves.	All WGCSO Transportation staff that will have direct physical contact with children will wear gloves to ensure safety
	11	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics perform a self-health assessment for symptoms of COVID-19 before arriving to work.	All WGCSO Transportation staff currently perform a self-health assessment for symptoms of COVID-19 before they arrive to work.

	12	Watkins Glen CSD will ensure that students who are physically able will wear masks on the bus.	WGCSO Transportation staff will ensure the wearing of masks by students while on the bus
	13	Watkins Glen CSD will ensure that students who do not have a mask will NOT be denied transportation.	WGCSO transportation will not deny transportation to any student who does not have a mask and will provide a mask for those students.
	14	Watkins Glen CSD will provide masks for students entering the bus who do not have one.	Masks will be available on all fleet vehicles within the Watkins Glen District
	15	Watkins Glen CSD will ensure that students with a disability which prevent them from wearing a mask will not be forced to do so or denied transportation.	Watkins Glen Transportation will ensure all students with disabilities which prevent them from wearing a mask be allowed on the school bus. They will not be denied transportation or be forced to wear a mask. Seating will be arranged to allow for social distancing for those students who are not able to wear a mask.
	16	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of the personal protective equipment and the signs and symptoms of COVID-19.	All students that require transportation in the WGCSO will be provided with training during the first week of school and will receive periodic reminders on the proper use of PPE and the signs and symptoms of COVID-19.
	17	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of social distancing.	All students that require transportation in the WGCSO will be provided with training during the first week of school and will receive periodic reminders on the proper use of social distancing.
	18	Watkins Glen CSD will ensure that, if the school district is in session remotely or otherwise, pupil transportation will be provided to nonpublic, parochial, private, charter schools or students	All nonpublic, parochial, private, charter school or students whose IEP have placed them out of district will be provided transportation if those

		whose Individualized Education Plans have placed them out of district whose schools are meeting in conducting in-person sessions when/if the district is not.	schools are still meeting and conducting in-person sessions when/if WGCSD is not.
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Category	Item #	WG Assurance	WG Actions/Protocols
Social Emotional Well- Being	1	Watkins Glen CSD has a district-wide and building-level comprehensive developmental school counseling program plan, developed under the direction of certified school counselor(s), and has been reviewed and updated to meet current needs.	The comprehensive developmental counseling plan is on the district website. The plan was approved May 2020 while during the initial closure period and, therefore, reflects strategies to meet the current needs.
	2	Watkins Glen CSD has an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, 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.	WGCSD has created an advisory council and will select members for the 2020-21 school year. Their role will be to inform the comprehensive developmental school counseling program plan.
	3	Watkins Glen CSD will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.	WGCSD works closely with Schuyler County Mental Health and other local agencies to provide resources and referrals.

	4	Watkins Glen CSD will provide 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.	WGCSD will design professional development opportunities for faculty and staff on a weekly/monthly basis.
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Category	Item #	WG Assurance	WG Actions/Protocols
School Schedules	1	Watkins Glen CSD has a school schedule planned for implementation at the beginning of the 2020-21 school year and, to the extent practicable, contingent scheduling models if the situation warrants.	WGCSD has several scheduling plans for in-person, hybrid, and virtual learning. The hybrid schedule has all students PK-12 responsible for learning everyday Monday – Friday. However, we will operate at about 50% capacity, by having all grade level divided into two cohorts. An Example would be on-site (two days per week) with remote learning on the alternate 3 days per week.

Category	Item #	WG Assurance	WG Actions/Protocols
Attendance and Chronic Absenteeism	1	Watkins Glen CSD has a mechanism to collect and report daily teacher/student engagement	WGCSD has a school data system called Schooltool which will be used to maintain student attendance by classroom teachers daily, whether

		or attendance while in a remote or hybrid schedule.	instruction is done in person, as a hybrid or all virtual.
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Category	Item #	WG Assurance	WG Actions/Protocols
Technology and Connectivity	1	Watkins Glen CSD will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence.	<p>Watkins Glen CSD Will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence. WGCSD will continue to gather high speed internet availability information from parents and guardians as we enter new students into the district. Although we recognize about 10% of the population has limited or no access and will continue to provide Hotspots where applicable.</p> <p>A parent survey was completed in April 2020 identifying household for needs of internet and devices. We plan to send out a new survey the week of August 17th and we gather more information during the scheduled parent meetings held the same week.</p>
	2	Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.	Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.

			We currently provide 1:1 devices to all students in grades 3-12 and will expand this to 1:1 for K-2 as well. ATT Hot Spots will be provided to students/teachers (if needed) who need internet access. Devices will be handed out in late August to all students.
	3	Watkins Glen CSD 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.	Watkins Glen CSD 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. Watkins Glen CSD will use multiple platforms to deliver instruction which we already have in place. Some of these methods include the use of Schoology as a Learning Management System, Office 365 tools and Zoom/Team meetings via the internet. We will continue to use a paper delivery system where necessary.

Category	Item #	WG Assurance	WG Actions/Protocols
Teaching and Learning	1	The Watkins Glen CSD reopening plan includes a continuity of learning plan for the 2020-2021 school year that includes preparation for in-	<ul style="list-style-type: none"> Social distancing, masks, limited student movement, lunch in classrooms, teachers rotate to classrooms, one-way hallway traffic.

		person, remote, and hybrid models of instruction.	<ul style="list-style-type: none"> • We are reconfiguring the classrooms to accommodate for social distancing. • Students staying in one location as much as possible. • Staggered period/release times to limit students in hallways. • Limit sharing of equipment. • Use bigger spaces if class size dictates (cafeteria, auditorium, library, gym, etc.). • Utilize outdoor spaces for classrooms (tents). • Offer students, staff, and parents opportunities to train and collaborate as partners in education prior to and throughout the school year.
	2	Watkins Glen CSD will ensure that instruction is aligned to the New York State Learning Standards regardless if instruction is delivered in-person, remotely or in a hybrid model.	Prioritized, standards-based curriculum.
	3	Watkins Glen CSD will provide a program that includes regular substantive interaction between teachers and students whether delivered in-person, remotely or through a hybrid model of instruction.	Regular and substantive interaction between teachers and students is easiest and best handled in-person even while maintaining social distancing.
	4	Equity must be at the heart of all school instructional decisions. Watkins Glen CSD will ensure that all instruction developed, whether	Educational opportunities are best made available to all students when meeting in person.

		delivered in-person, remotely, or through a hybrid model due to a local or state school closure, provides for clear opportunities for instruction that are accessible to all students. Such opportunities must be aligned with State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.	
	5	Watkins Glen CSD will ensure 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 will be accessible to all, available in multiple languages based on district need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers.	Email, telephone, office hours, zoom, after school help. Instructional brochure with guidelines and expectations.
	6	Watkins Glen CSD will ensure that eligible agencies with whom we contract for prekindergarten programs will follow health and safety guidelines outlined in NYSED guidance and required by New York State Department of Health. Watkins Glen CSD will ensure that such agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.	WGCSD administration will follow health and safety guidelines outlined in NYSED guidance and required by New York State Department of Health. WGCSD will communicate a Continuity of Learning Plan.
	SP 1	Watkins Glen CSD, whether services are provided in-person, remote, and/or through a	WGCSD special education department will design a program to protect the health and safety of

		hybrid model, will ensure the provision of FAPE consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.	students with disabilities and service providers while ensuring the provision of FAPE.
	SP 2	Watkins Glen CSD will document the programs and services offered and provided to students with disabilities as well as communications with parents.	WGCSO will design a brochure of services offered and provided to students with disabilities and share the information with parents.
	SP 3	Watkins Glen CSD will ensure 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.	Teacher allies will be assigned to families to foster the student-teacher-family partnership. WGCSO will continue to ensure collaboration between committees and service providers representing the variety of settings where students are served to ensure there is an understanding of services. WGCSO will continue to monitor and communicate student progress. Teachers will use a variety of communication tools.
	SP 4	Watkins Glen CSD will ensure 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), there	WGCSO will continue to ensure collaboration between committees and service providers representing the variety of settings where students are served to ensure there is an understanding of services. WGCSO will continue to monitor and communicate student progress.

		are plans for monitoring and communicating student progress, and commitment to sharing resources.	
	SP 5	Watkins Glen CSD 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.	WGCSD will offer students, staff, and parents opportunities to train and collaborate as partners in education prior to and throughout the school year.
	BL 1	Watkins Glen CSD, whether using in-person or hybrid instruction 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.	WGCSD 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, summer of 2020 and the first 20 days of 2020-21 school year. The district will contract with GST Boces to complete.
	BL 2	Watkins Glen CSD will 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.	WGCSD will contract with GST BOCES to provide required instructional Units of Study to all ELLs based on their most recently measured English proficiency level.

	BL 3	Watkins Glen CSD will ensure the maintenance of regular communication with the 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	Existing district communication tools will support teacher allies who counseling small groups of students and families.
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Category	Item #	WG Assurance	WG Actions/Protocols
Staffing	Eval 1	Pursuant to Education Law 3012-d, Watkins Glen CSD will ensure that all teachers and principals are evaluated pursuant to our currently approved APPR plan, including any variance applications approved by the NYSED.	WGCSD will continue to utilize the 3012-d plan which was agreed upon and approved with the WGFA. The current plan is posted on the district website.
	Cert 1	Pursuant to Education Law 3001, Watkins Glen CSD will ensure individuals employed to teach in New York State public schools hold a valid and appropriate certificate for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.	WGCSD we will continue to adhere to the Commissioner's regulations concerning appropriate certification.

A structure of PreK-12th grade students at half capacity on site. Children will be placed in two cohorts. Only one Cohort will be in school at one time all day, with the alternate cohort learning virtually at home. Parents will also have the option for a full virtual learning experience for their children if requested.

Category	Item #	WG Assurance	WG Actions/Protocols
Health and Safety	1	Watkins Glen CSD will review and consider the number of students and staff allowed to return in person. These factors will be considered when determining resumption of in person instruction: (1) Ability to maintain appropriate social distance or face coverings; (2) PPE and face covering availability; (3) Availability of safe transportation; and (4) Local hospital capacity – in consultation with our local department of health.	<p>(1) Classrooms sizes will be cut to about 50% of a regular class size. This will be achieved by dividing all classrooms into two cohorts. Only one cohort will meet in person at a time, while the other cohort learning virtually from home. An example would be Cohort 1 meeting Monday and Tuesday live, while Cohort 2 meets Thursday and Friday Live. Wednesday and other stay home days will allow for virtual learning. All students and staff on campus must wear face coverings when unable to physically distance. Face masks will be required during fire drills, lockdown drills, when traveling or gathering in groups. All students and staff must wear a face covering during the entirety of the gathering. Acceptable face coverings may include, but are not limited to, cloth face coverings, hand sewn, quick cut, bandana, and surgical masks that cover both mouth and nose.</p> <p>(2) Face coverings will be available for all employees and, if needed, to students. Training on how to properly wear and remove face coverings will be</p>

			<p>provided to students and staff at the beginning of the school year and periodically thereafter.</p> <p>(3) Individuals must wear acceptable face coverings at all times on school buses (entering, exiting, and seated), and individuals should maintain appropriate social distancing, unless they are members of the same household. WGCSD does encourage parents/legal guardians to drop off or walk students to school to reduce density on buses. Temperatures will be checked as students are entering the building. If the temperature is greater than 100.0 degrees F the child must be sent home. Students awaiting return to home due to temperature screening will be isolated from other students.</p> <p>(4) WGCSD will remain in contact with our local Schuyler Hospital (25 Beds) and the Schuyler County Department of Health.</p>
	2	<p>Watkins Glen CSD will 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 our reopening plan and will identify those that participated in the reopening plans.</p>	<p>WGCSD has a reopening committee, consisting of representative faculty, staff, and administrators. They are in continual contact with local health care providers, and the local health department. In addition, three advisory groups provided input: parents, students, and instructional staff. Lists of specific individuals who participated in these meetings is available in the District Office. The District also surveyed parents and received 333 responses. The school District will hold 3 additional parent meeting at the HS auditorium. Tuesday,</p>

			<p>August 18th at 6 PM for PK-6 parents, Wednesday, August 19th at 6 PM for 7-12 parents, and Thursday August 20th at 6 PM for any parent. Additionally, a teacher meeting is scheduled for Wednesday, August 19th at 1 PM. All meetings will take place live at the High School Auditorium with all attendees maintaining proper DOH social distancing and face covering guidelines. Meetings will be lived streamed for participants from home.</p>
	3	<p>Watkins Glen CSD ensures 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.</p>	<p>WGCSO will send out a reopening plan to families by August 15th. Staff and faculty will be trained on cleaning materials and how to appropriately sanitize and disinfect via video. Signage will be posted from Public Health/CDC around the facilities. Parents/Staff/Faculty/Students will be provided consistent information through the use of email and WGCSO website, and the WG social media pages.</p>
	4	<p>Watkins Glen CSD 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.</p>	<p>The written protocol is included in the faculty/staff handbook. Responsible parties will be provided resources to educate themselves regarding the careful observation of symptoms of COVID-19 and health screening. If symptoms are observed, they will be sent to the isolation room.</p>
	5	<p>Watkins Glen CSD has a written protocol for daily temperature screenings of all students and staff, along with a daily screening questionnaire for</p>	<p>Faculty and staff will be required to complete a Health Screening Questionnaire before arriving on campus that addresses exposure, symptoms, and travel behavior.</p>

		faculty and staff and periodic use of the questionnaire for students.	Students will have their temperature checked when they arrive on campus. If a student's temperature is above the recommended 100.0 degrees F per CDC, the student will not be permitted to enter the building and will be required to go home. A questionnaire will be periodically completed by students: <i>"Have you knowingly been in close contact in the past 14 days with anyone who has tested positive or has had symptoms of COVID-19, have you traveled to any of the restricted states, have you taken any temperature reducing medications, have you experienced any symptoms of COVID-19 including a fever in the past 14 days?"</i>
	6	Watkins Glen CSD ensures 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.	Ill students and staff will be sent to the Health office to be evaluated and will be sent to the isolation room for additional review of COVID-19 symptoms as determined by the school nurse. If determined sick, they will be sent home. Students and staff must remain home for 48 hours until fever and symptom free or as DOH guidelines mandate (see Appendix A)
	7	Watkins Glen CSD has a 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.	Ill students and staff will be sent to the Health office to be evaluated and will be isolated in the isolation room. If determined ill, they will be sent home. Please see attached written protocol for additional guidance. (see Appendix A)

	8	Watkins Glen CSD has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.	Visitors will remain in the main office security vestibules if they are here to drop off materials for students. Mandatory visitors will be screened, temperature checked, signed in, and provided PPE prior to entering the school buildings beyond the security vestibule.
	9	Watkins Glen CSD will ensure that parents/guardians to observe for signs of illness in their child that require staying home from school.	Parents/guardians will be provided with information regarding signs and symptoms of COVID-19. Parents will be required to periodically fill out a questionnaire regarding health questions, as stated above in number 5.
	10	Watkins Glen CSD has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.	Watkins Glen has received signage from the CDC and the local health department. WGCSd will post these signs throughout the facility. A training will be given to all staff/faculty and students to promote healthy hand washing and mask wearing-and-removal procedures. WGCSd will schedule hand washing breaks for students.
	11	Watkins Glen CSD has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.	Classrooms have been measured and occupancies determined based on social distancing guidelines. Masks will be required when students/staff are unable to physically distance 6 feet. However, 12 feet physical distancing in all directions is required in an activity that requires projecting the voice, singing, playing a wind instrument, or aerobic activity (PE class). Alternate entry points will be used to limit close contact in high traffic situation and times. Doors will

			<p>be designated for certain grade levels/walkers/drop offs. Arrival and departure locations for students will be staggered, allowing time to screen for temperature while maintaining social distance. Desks will be facing one direction, including teacher desks where applicable.</p> <p>Outdoor areas will be used whenever possible. Individual student belongings will be kept separated and the use of shared supplies will be limited to one group of students.</p> <p>The size of groups/cohorts of students will be determined by the number of students who can be in each classroom while maintaining social distance. Visual aids like posters or cones, to illustrate traffic flow and appropriate spacing to support physical distancing will be used.</p> <p>Breakfast and lunch will be served in the classrooms whenever possible, or cafeteria with social distancing.</p> <p>All large gatherings such as assemblies, athletic events, practices, performances, school wide parent meetings will be cancelled or severely limited. Field trips and school events, as much as possible, will be transitioned to virtual opportunities.</p> <p>Online meetings, whenever practical, will be held for faculty meetings and parent meetings, particularly where physically distancing cannot be practiced.</p>
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			Playgrounds will be used when proper safeguards are in place in the elementary school, and classes will be staggered to allow for playground use by cohort. Hands will be washed before and after touching playground structures, and students will be required to adhere to physical distance guideline. Lockers will be assigned by cohort, or lockers will be eliminated, and students required to carry their materials. See Appendix F on Athletics
	12	Watkins Glen CSD 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.	WGCSO administration team will maintain written protocols related to requested accommodations for staff and students who are at high risk or live with a person at high risk.
	13	Watkins Glen CSD has written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.	A face covering will be required for all students, staff, faculty, and visitors when unable to physically distance. Mask breaks will be given.
	14	Watkins Glen CSD will obtain and maintain adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.	Face coverings will be available for all employees, if they do not bring their own acceptable face covering. Students will be provided with face coverings, if they forget their own. The district will provide training on how to properly wear and remove face coverings. Shields and gloves will be required and provided for health professionals and staff who are implementing temperature screening protocols.

	15	Watkins Glen CSD has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.	Our local health department will be notified and consulted if a student or staff member reports a positive test for COVID-19. Per CDC guidelines, school affected areas will remain closed for at least 24 hours for sanitation and cleaning, and to help with the investigation of contact tracing. All potential individuals in contact with the affected person will be notified. We will follow the isolation and quarantine protocols. (Appendix A and H)
	16	Watkins Glen CSD 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.	WGCSd has a written protocol for return-to-school for staff and students. See Appendix A and H for specific guidelines.
	17	Watkins Glen CSD has written protocol to clean and disinfect schools following CDC guidance.	WGCSd will follow the Association of Educational Safety and Health Professionals (AESHP) written protocol to clean and disinfect schools and classrooms, on a regular basis following all DOH and CDC guidance. Appendix D
	18	Watkins Glen CSD has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.	WGCSd will follow the AESHP (pg56) for fire drills, lockdown drills, etc. where physical distancing cannot be followed. Appendix D
	19	Watkins Glen CSD has written plan for district-run before and aftercare programs.	The before and aftercare program including athletics will follow the same protocols set forth by the school. The before school care will need to

			temperature checks before students are allowed to enter the building. We will also be using Standard Operating Procedure as indicated in the AESHP starting on page 64. Appendix D and F - Athletics
	20	20. Watkins Glen CSD has designated 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.	WGCSO has a designated COVID-19 safety coordinator (administrator).
Category	Item #	WG Assurance	WG Actions/Protocols
Facilities	1	Watkins Glen CSD will ensure that changes or additions to facilities will comply with the requirements of the 2020 New York State Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to the OFP.	WGCSO is a spacious district and will not need new construction in order to maintain physical distancing.
	2	Watkins Glen CSD will ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.	The Annual Visual Inspection was completed in July 2020. The Building Condition Survey is not due until a later date. We will continue to ensure compliance.
	3	Watkins Glen CSD will conduct Lead-In-Water Testing as required by NYS DOH regulation 67-4.	Lead testing was completed in January by the DOH and passed. The concession stand and bathrooms next to the stadium will be done in the Fall.

	4	Watkins Glen CSD will ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any location is in accordance with FCNYS 2020 Section 5705.5.	35 hand sanitizing stations have been placed throughout the district.
	5	Watkins Glen CSD will ensure that detailed floor plans involving installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will be submitted to OFP for review.	N/A - No dividers will be placed in classrooms.
	6	Watkins Glen CSD will ensure that all new building construction and temporary quarter project will be submitted to OFP for full code review.	N/A - No new construction.
	7	Watkins Glen CSD will first consult with OFP for a preliminary evaluation prior to leasing new facilities.	N/A - Not leasing any facilities
	8	Watkins Glen CSD will provide plans adhering to BCNYS for the temporary or permanent use of Tents.	N/A - WGCSD does not anticipate the use of tents. However, should plan change we will assure compliance with BCNYS.
	9	Watkins Glen CSDD will ensure that the existing or altered number of toilet and sink fixtures meets the minimum standards of the BCNYS.	WGCSD meets or exceeds minimum standards.
	10	Watkins Glen CSD will ensure that each building provides one drinking fountain per one hundred occupants or we will provide a written plan for a reasonable alternate source of drinking water.	WGCSD has 1,050 students and have 14 water fountains; five bottle fillers; and 5 water coolers available. We will not need an alternate source of drinking water.

	11	Watkins Glen CSD will provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designated.	WGCSD has a Building Management System that controls the precise air flow. All ventilation is monitored 24/7 by the Day Automation Continuum Program. See Appendix “E” for architects’ recommendations on Ventilation, Cooling, and Filters. Filtration has been stepped up to MERV 8 and changing of all filters will be moved up to 3 times per year.
	12	Watkins Glen CSD will ensure that all project submissions only dedicated to “COVID-19 Reopening” will be labeled as such.	N/A - There are no current plans to submit new projects for dedicated Covid-19 reopening.
	13	Watkins Glen CSD will ensure that the use of plastic separators will comply with the 2020 BCNYS Section 2606.	N/A - WGCSD will not use plastic separators as they do not comply with the fire safety code.

Category	Item #	WG Assurance	WG Actions/Protocols
Child Nutrition	1	Watkins Glen CSD will provide all students enrolled in the School Food Authority with access to school meals each school day. This includes students in attendance at school and students learning remotely.	The district will provide all enrolled students with meal access whether in person or learning remotely. The School Food Authority will utilize a combination of socially distanced dining with cafeteria pick up. The district will work to coordinate with families learning remotely to

			provide meals to eligible students using available waivers from NYSED/USDA for flexibility.
	2	Watkins Glen CSD will address all applicable health and safety guidelines.	The district cafeteria team will collaborate with the district facilities department safety and health guidelines. To ensure safety, the district will facilitate social distancing and student movement plans to collaborate with meal service.
	3	Watkins Glen CSD will ensure measures to protect students with food allergies if providing meals in spaces outside the cafeteria.	The district cafeteria team will collaborate with the district/building administration to communicate applicable food allergies from a licensed health care provider. The district/building will accommodate socially distanced dining spaces for students with food allergies.
	4	Watkins Glen CSD will ensure protocols and procedures for how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.	All student schedules will be created to allow students to wash hands before all meals. The district/building administration will provide hand sanitizer or hand washing before meal times. Sanitizing stations will be available before, during, and after meal times. The protocols are outlined in the student handbook.
	5	Watkins Glen CSD will ensure protocols and procedures for cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.	The district facilities department will ensure procedures for cleaning and disinfection prior to the next group of students accessing common areas for meal service.
	6	Watkins Glen CSD will ensure compliance with Child Nutrition Program requirements.	The district cafeteria team will develop systems to offer meals in compliance with Child Nutrition Program requirements. Available and applicable

			waivers will be utilized to deliver resources to students.
	7	Watkins Glen CSD will ensure protocols for food service communication with families through multiple means in the languages spoken by families.	The district cafeteria team will ensure food service communication in languages spoken by families by utilizing USDA documents with available translations as well as coordinating with the district resources for English as a Second Language.
	8	Watkins Glen CSD will ensure that students adhere to social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.	The district/building administration will provide socially distanced dining areas or physical barriers while consuming meals. Examples include cafeterias, gyms, stage areas, and classrooms.

Category	Item #	WG Assurance	WG Actions/Protocols
Transportation	1	Watkins Glen CSD will ensure that 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 must be cleaned/ disinfected once a day.	All District vehicles will have high contact areas cleaned between runs and will be disinfected once per day per FMCSA standards.
	2	Watkins Glen CSD will ensure that high contact spots are wiped down after each a.m. and p.m. run depending upon the disinfection schedule.	All district vehicles will have high contact areas cleaned between each run daily with an approved cleaning solvent.
	3	Watkins Glen CSD will ensure that school buses shall NOT be equipped with hand sanitizer due	Watkins Glen CSD will not equip any fleet vehicles with hand sanitizer units.

		to its combustible composition and potential liability to the carrier or district.	
	4	Watkins Glen CSD will ensure that school bus drivers, monitors and attendants will not carry personal bottles of hand sanitizer with them on the school buses.	Watkins Glen CSD will ensure that all drivers, monitors, and attendants will not carry personal hand sanitizers with them on fleet vehicles. It will be part of our training.
	5	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics will wear a face covering along with optional face shield.	All WGCSD transportation staff including drivers, monitors, attendants, clerks and mechanics will wear a face covering while on the school buses and within the transportation facility when social distance protocols cannot be followed.
	6	Watkins Glen CSD will ensure 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.	WGCSD will provide training prior to the opening of school and periodic refreshers to all staff including drivers, attendants, mechanics, and office staff on the proper use of PPE and the signs and symptoms of COVID-19.
	7	Watkins Glen CSD will ensure that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.	WGCSD will provide training prior to the opening of school and periodic refreshers to all staff including drivers, attendants, mechanics, and office staff on the proper use social distancing.
	8	Watkins Glen CSD will ensure that transportation departments/carriers will be provided with Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.	WGCSD Transportation Dept will provide PPE, such as masks and gloves for all drivers, monitors and attendants in buses.

	9	Watkins Glen CSD will provide hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.	WGCSO Transportation has installed hand sanitizer units near the dispatcher's office and the employee break room.
	10	Watkins Glen CSD will ensure that drivers, monitors and attendants who must have direct physical contact with a child will wear gloves.	All WGCSO Transportation staff that will have direct physical contact with children will wear gloves to ensure safety
	11	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics perform a self-health assessment for symptoms of COVID-19 before arriving to work.	All WGCSO Transportation staff currently perform a self-health assessment for symptoms of COVID-19 before they arrive to work.
	12	Watkins Glen CSD will ensure that students who are physically able will wear masks on the bus.	WGCSO Transportation staff will ensure the wearing of masks by students while on the bus
	13	Watkins Glen CSD will ensure that students who do not have a mask will NOT be denied transportation.	WGCSO transportation will not deny transportation to any student who does not have a mask and will provide a mask for those students.
	14	Watkins Glen CSD will provide masks for students entering the bus who do not have one.	Masks will be available on all fleet vehicles within the Watkins Glen District
	15	Watkins Glen CSD will ensure that students with a disability which prevent them from wearing a mask will not be forced to do so or denied transportation.	Watkins Glen Transportation will ensure all students with disabilities which prevent them from wearing a mask be allowed on the school bus. They will not be denied transportation or be forced to wear a mask. Seating will be arranged to allow for social distancing for those students who are not able to wear a mask.

	16	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of the personal protective equipment and the signs and symptoms of COVID-19.	All students that require transportation in the WGCS D will be provided with training during the first week of school and will receive periodic reminders on the proper use of PPE and the signs and symptoms of COVID-19.
	17	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of social distancing.	All students that require transportation in the WGCS D will be provided with training during the first week of school and will receive periodic reminders on the proper use of social distancing.
	18	Watkins Glen CSD will ensure that, if the school district is in session remotely or otherwise, pupil transportation will be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Plans have placed them out of district whose schools are meeting in conducting in-person sessions when/if the district is not.	All nonpublic, parochial, private, charter school or students whose IEP have placed them out of district will be provided transportation if those schools are still meeting and conducting in-person sessions when/if WGCS D is not.

Category	Item #	WG Assurance	WG Actions/Protocols
Social Emotional Well- Being	1	Watkins Glen CSD has a district-wide and building-level comprehensive developmental school counseling program plan, developed under the direction of certified school counselor(s), and has been reviewed and updated to meet current needs.	The comprehensive developmental counseling plan is on the district website. The plan was approved May 2020 while during the initial closure period and, therefore, reflects strategies to meet the current needs.

	2	Watkins Glen CSD has an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, 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.	WGCS D has created an advisory council and will select members for the 2020-21 school year. Their role will be to inform the comprehensive developmental school counseling program plan.
	3	Watkins Glen CSD will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.	WGCS D works closely with Schuyler County Mental Health and other local agencies to provide resources and referrals.
	4	Watkins Glen CSD will provide 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.	WGCS D will design professional development opportunities for faculty and staff on a weekly/monthly basis.

Category	Item #	WG Assurance	WG Actions/Protocols
School Schedules	1	Watkins Glen CSD has a school schedule planned for implementation at the beginning of the 2020-21 school year and, to the extent	WGCS D has several scheduling plans for in-person, hybrid, and virtual learning. The hybrid schedule has all students PK-12 responsible for learning everyday Monday – Friday. However, we

		practicable, contingent scheduling models if the situation warrants.	will operate at about 50% capacity, by having all grade level divided into two cohorts. An Example would be on-site (two days per week) with remote learning on the alternate 3 days per week.
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Category	Item #	WG Assurance	WG Actions/Protocols
Attendance and Chronic Absenteeism	1	Watkins Glen CSD has a mechanism to collect and report daily teacher/student engagement or attendance while in a remote or hybrid schedule.	WGCSD has a school data system called Schooltool which will be used to maintain student attendance by classroom teachers daily, whether instruction is done in person, as a hybrid or all virtual.

Category	Item #	WG Assurance	WG Actions/Protocols
Technology and Connectivity	1	Watkins Glen CSD will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence.	Watkins Glen CSD Will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence. WGCSD will continue to gather high speed internet availability information from parents and guardians as we enter new students into the district. Although we recognize about 10% of the population has

			<p>limited or no access and will continue to provide Hotspots where applicable.</p> <p>A parent survey was completed in April 2020 identifying household for needs of internet and devices. We plan to send out a new survey the week of August 17th and we gather more information during the scheduled parent meetings held the same week.</p>
	2	Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.	<p>Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.</p> <p>We currently provide 1:1 devices to all students in grades 3-12 and will expand this to 1:1 for K-2 as well. ATT Hot Spots will be provided to students/teachers (if needed) who need internet access. Devices will be handed out in late August to all students.</p>
	3	Watkins Glen CSD 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.	<p>Watkins Glen CSD 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. Watkins Glen CSD will use multiple platforms to deliver instruction which we already have in place. Some of these methods include the use of Schoology as</p>

			a Learning Management System, Office 365 tools and Zoom/Team meetings via the internet. We will continue to use a paper delivery system where necessary.
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Category	Item #	WG Assurance	WG Actions/Protocols
Teaching and Learning	1	The Watkins Glen CSD reopening plan includes a continuity of learning plan for the 2020-2021 school year that includes preparation for in-person, remote, and hybrid models of instruction.	<ul style="list-style-type: none"> Hybrid model includes alternating schedules: Social distancing, masks, limited student movement, lunch in classrooms, teachers may rotate to classrooms, one-way hallway traffic. All PK-8 on campus daily. Grouped AM/PM to maintain physical distancing and spread into high school, if applicable. <ul style="list-style-type: none"> 1. AM Academic/PM Specials 2. AM Specials /PM Academic PreK-12 students grouped: (alternate days of instruction) One day dedicated for remote instruction, planning, office hours, student conferencing grades PreK-12 Arrival and departure at 50% capacity, to limit students in hallways.

			<ul style="list-style-type: none"> • Fewer students in classrooms to accommodate for social distancing. • Students staying as much as possible in one location. • Limit sharing of equipment. • Use bigger spaces if class size dictates (cafeteria, auditorium, library, gym, etc.). • Utilize outdoor spaces for classrooms (tents) • Uniform content management software for instructional delivery. • Offer students, staff, and parents computer/tech opportunities prior to school opening and perhaps during the school year.
	2	Watkins Glen CSD will ensure that instruction is aligned to the New York State Learning Standards regardless if instruction is delivered in-person, remotely or in a hybrid model.	Prioritized, standard-based curriculum
	3	Watkins Glen CSD will provide a program that includes regular substantive interaction between teachers and students whether delivered in-person, remotely or through a hybrid model of instruction.	<ul style="list-style-type: none"> • Hybrid model: every other day schedule, with Wednesday online. • Attendance taking every day and each period. • Students follow a schedule whether they are on-site or remotely. See Appendix G for simplified remote plan

	4	Equity must be at the heart of all school instructional decisions. Watkins Glen CSD will ensure that all instruction developed, whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, provides for clear opportunities for instruction that are accessible to all students. Such opportunities must be aligned with State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.	<p>Devices for all students and hotspots when necessary.</p> <p>Students with disabilities, ELL and special considerations students will have access to on-site supports in a hybrid model including the option to attend in person daily.</p>
	5	Watkins Glen CSD will ensure 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 will be accessible to all, available in multiple languages based on district need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers.	<p>Email, telephone, office hours, zoom, after school help.</p> <p>Instructional brochure with guidelines and expectations.</p>
	6	Watkins Glen CSD will ensure that eligible agencies with whom we contract for prekindergarten programs will follow health and safety guidelines outlined in NYSED guidance and required by New York State Department of Health. Watkins Glen CSD will ensure that such agencies have a Continuity of Learning plan that	WGCSd administration will follow health and safety guidelines outlined in NYSED guidance and required by New York State Department of Health. WGCSd will communicate a Continuity of Learning Plan.

		addresses in-person, remote, and hybrid models of instruction.	
	SP 1	Watkins Glen CSD, whether services are provided in-person, remote, and/or through a hybrid model, will ensure the provision of FAPE consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.	WGCSd special education department will design a program to protect the health and safety of students with disabilities and service providers while ensuring the provision of FAPE.
	SP 2	Watkins Glen CSD will document the programs and services offered and provided to students with disabilities as well as communications with parents.	WGCSd will design a brochure of services offered and provided to students with disabilities and share the information with parents.
	SP 3	Watkins Glen CSD will ensure 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.	Preferred Mode of communication means we need to keep paper mailings as an option. Teacher allies will be assigned to families to foster the student-teacher-family partnership.
	SP 4	Watkins Glen CSD will ensure 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	WGCSd will continue to ensure collaboration between committees and service providers representing the variety of settings where students are served to ensure there is an understanding of services. WGCSd will continue to monitor and communicate student progress.

		consistent with the recommendations on individualized education programs (IEPs), there are plans for monitoring and communicating student progress, and commitment to sharing resources.	
	SP 5	Watkins Glen CSD 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.	<ul style="list-style-type: none"> • Offer parents computer/tech classes prior to school opening. • Teacher allies will be assigned to families to foster the student-teacher-family partnership.
	BL 1	Watkins Glen CSD, whether using in-person or hybrid instruction 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.	WGCSD 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, summer of 2020 and the first 20 days of 2020-21 school year. The district will contract with GST BOCES to complete.
	BL 2	Watkins Glen CSD will provide required instructional Units of Study to all ELLs based on their most recently measured English language	WGCSD will contract with GST BOCES to provide required instructional Units of Study to all ELLs based on their most recently measured English proficiency level.

		proficiency level during in-person or hybrid instruction.	
	BL 3	Watkins Glen CSD will ensure the maintenance of regular communication with the 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	Existing district communication tools will support teacher allies who counseling small groups of students and families.

Category	Item #	WG Assurance	WG Actions/Protocols
Staffing	Eval 1	Pursuant to Education Law 3012-d, Watkins Glen CSD will ensure that all teachers and principals are evaluated pursuant to our currently approved APPR plan, including any variance applications approved by the NYSED.	WGCSD will continue to utilize the 3012-d plan which was agreed upon and approved with the WGFA. The current plan is posted on the district website.
	Cert 1	Pursuant to Education Law 3001, Watkins Glen CSD will ensure individuals employed to teach in New York State public schools hold a valid and appropriate certificate for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.	WGCSD will continue to adhere to the commissioner's regulations concerning appropriate certification.

Plan C – All virtual if stay at home orders go into effect.

Category	Item #	WG Assurance **Some of these are not applicable if this is a virtual learning plan.	WG Actions/Protocols
Health and Safety	1	Watkins Glen CSD will review and consider the number of students and staff allowed to return in person. These factors will be considered when determining resumption of in person instruction: (1) Ability to maintain appropriate social distance or face coverings; (2) PPE and face covering availability; (3) Availability of safe transportation; and (4) Local hospital capacity – in consultation with our local department of health.	N/A
	2	Watkins Glen CSD will 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 our reopening plan and will identify those that participated in the reopening plans.	WGCS D has a reopening committee, consisting of faculty, staff, and administrators. They are in continual contact with local health care providers, and the local health department. There are also three advisory groups: parents, students, and community. . The school District will hold 3 additional parent meeting at the HS auditorium. Tuesday, August 18th at 6 PM for PK-6 parents, Wednesday, August 19th at 6 PM for 7-12 parents, and Thursday August 20th at 6 PM for any parent. Additionally, a teacher meeting is scheduled for Wednesday, August 19th at 1 PM. All meetings will take place live at the High School Auditorium with all attendees maintaining proper DOH social distancing

			and face covering guidelines. Meetings will be lived streamed for participants from home.
	3	Watkins Glen CSD ensures 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.	WGCSO will send out a reopening plan to families by August 15th. Staff and faculty will be trained on cleaning materials and how to appropriately sanitize and disinfect via video. Signage will be posted from Public Health/CDC around the facilities. Parents/Staff/Faculty/Students will be provided consistent information through the use of email and WGCSO website, and the WG social media pages.
	4	Watkins Glen CSD 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.	The written protocol is included in the faculty/staff handbook. Responsible parties will be provided resources to educate themselves regarding the careful observation of symptoms of COVID-19 and health screening. If symptoms are observed for anyone in the building, they will be sent to the isolation room.
	5	Watkins Glen CSD 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.	Faculty and staff will be required to complete a Health Screening Questionnaire before arriving on campus that addresses exposure, symptoms, and travel behavior. Students will have their temperature checked when they arrive on campus. If a student's temperature is above the recommended 100.0 degrees F per CDC, the student will not be permitted to enter the building and will be required to go home. A

			questionnaire will be periodically completed by students: <i>"Have you knowingly been in close contact in the past 14 days with anyone who has tested positive or has had symptoms of COVID-19, have you traveled to any of the restricted states, have you taken any temperature reducing medications, have you experienced any symptoms of COVID-19 including a fever in the past 14 days?"</i>
	6	Watkins Glen CSD ensures 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.	Ill students and staff will be sent to the Health office to be evaluated and will be sent to the isolation room for additional Covid symptoms as determined by the school nurse. If determined sick, they will be sent home. Students and staff must remain home for 48 hours until fever and symptom free or as DOH guidelines mandate.
	7	Watkins Glen CSD has a 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.	Ill students and staff will be sent to the Health office to be evaluated and will be isolated in the isolation room. If determined ill, they will be sent home. Please see attached written protocol for additional guidance. (Appendix A)
	8	Watkins Glen CSD has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.	Visitors will remain in the main office vestibule if they are here to drop off materials for students. Mandatory visitors will be screened, temperature checked, signed in, and provided PPE.

	9	Watkins Glen CSD will ensure that parents/guardians to observe for signs of illness in their child that require staying home from school.	Parents/guardians will be provided with information regarding signs and symptoms of COVID-19, parents will be required to periodically fill out a questionnaire regarding health questions, as stated above in number 5.
	10	Watkins Glen CSD has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.	Watkins Glen has received signage from the CDC and the local health department. WGCSD will post these signs throughout the facility. A training will be given to all staff/faculty and students to promote healthy hand washing and masks wearing and removal procedures. WGCSD will plan for hand washing breaks.
	11	Watkins Glen CSD has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.	Classrooms will be measured and occupancy will be decided based on physical distancing guidelines. Masks will be required when students/staff are unable to physically distant. See Athletics Appendix F
	12	Watkins Glen CSD 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.	WGCSD administration team will maintain written protocols related to requested accommodations for staff and students who are at high risk or live with a person at high risk.
	13	Watkins Glen CSD has written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.	A face covering will be required for all students, staff, faculty, and visitors when unable to physically distance. Mask breaks will be given.
	14	Watkins Glen CSD will obtain and maintain adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.	Face coverings will be available for all employees, if they do not bring their own acceptable face covering. Students will be provided with face coverings, if they forget their own. The district will

			provide training on how to properly wear and remove face coverings.
	15	Watkins Glen CSD has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.	Our local health department will be notified and consulted. Per CDC guidelines, school affected areas will remain closed for at least 24 hours for sanitation and cleaning, and to help with the investigation of contact tracing. All potential individuals in contact with the affected person will be notified. We will follow the isolation and quarantine protocols. (Appendix A)
	16	Watkins Glen CSD 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.	Close Contact with an Infected Person Employees may have been exposed if they are within approximately 6 feet (2 meters) of a person with COVID-19 for a prolonged period of time (15 minutes). See Appendix A for specific guidelines.
	17	Watkins Glen CSD has written protocol to clean and disinfect schools following CDC guidance.	WGCSD will follow the Association of Educational Safety and Health Professionals written protocol to clean and disinfect schools and classrooms, on a regular basis following all DOH and CDC guidance. Appendix D
	18	Watkins Glen CSD has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.	WGCSD will follow the AESHP (pg56) for fire drills, lockdown drills, etc. where physical distancing cannot be followed. Appendix D

	19	Watkins Glen CSD has written plan for district-run before and aftercare programs.	WGCSD will follow the AESHP (pg56) for fire drills, lockdown drills, etc. where physical distancing cannot be followed. Appendix D & F on Athletics
	20	20. Watkins Glen CSD has designated 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.	WGCSD has a designated COVID-19 safety coordinator (administrator).

Category	Item #	WG Assurance	WG Actions/Protocols
Facilities	1	Watkins Glen CSD will ensure that changes or additions to facilities will comply with the requirements of the 2020 New York State Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to the OFP.	WGCSD is a spacious district and will not need new construction in order to maintain physical distancing.
	2	Watkins Glen CSD will ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.	The AVI was just completed. The BCS is not due until a later date. We will continue to ensure compliance
	3	Watkins Glen CSD will conduct Lead-In-Water Testing as required by NYS DOH regulation 67-4.	Lead testing was completed in January by the DOH and passed. The concession stand and bathrooms next to the stadium will be done in the Fall.

	4	Watkins Glen CSD will ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any location is in accordance with FCNYS 2020 Section 5705.5.	35 hand sanitizing station have been placed throughout the district.
	5	Watkins Glen CSD will ensure that detailed floor plans involving installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation will be submitted to OFP for review.	No dividers will be placed in classrooms.
	6	Watkins Glen CSD will ensure that all new building construction and temporary quarter project will be submitted to OFP for full code review.	No new construction.
	7	Watkins Glen CSD will first consult with OFP for a preliminary evaluation prior to leasing new facilities.	Not leasing any facilities
	8	Watkins Glen CSD will provide plans adhering to BCNYS for the temporary or permanent use of Tents.	N/A - WGCSD does not anticipate the use of tents. However, should plan change we will assure compliance with BCNYS.
	9	Watkins Glen CSD will ensure that the existing or altered number of toilet and sink fixtures meets the minimum standards of the BCNYS.	WGCSD meets or exceeds minimum standards.
	10	Watkins Glen CSD will ensure that each building provides one drinking fountain per one hundred	WGCSD has five bottle fillers and water coolers available, we will not need an alternate source of drinking water.

		occupants or we will provide a written plan for a reasonable alternate source of drinking water.	
	11	Watkins Glen CSD will provide written plans on how to maintain adequate, code required ventilation (natural or mechanical) as designated.	WGCSD has a BMS that controls the precise air flow. All ventilation is monitored 24/7 by the Day Automation Continuum Program. See Appendix “E” for architects’ recommendations on Ventilation, Cooling, and Filters. Filtration has been stepped up to MERV 8 and changing of all filters will be moved up to 3 times per year.
	12	Watkins Glen CSD will ensure that all project submissions only dedicated to “COVID-19 Reopening” will be labeled as such.	There are no current plans to submit new projects for dedicated Covid-19 reopening.
	13	Watkins Glen CSD will ensure that the use of plastic separators will comply with the 2020 BCNYS Section 2606.	WGCSD will not use plastic separators as they do not comply with the fire safety code.

Category	Item #	WG Assurance	WG Actions/Protocols
Child Nutrition	1	Watkins Glen CSD will provide all students enrolled in the School Food Authority with access to school meals each school day. This includes students in attendance at school and students learning remotely.	The district will provide all enrolled students with meal access in person or learning remotely. The School Food Authority will utilize a combination of socially distanced dining with cafeteria pick up. The district will work to coordinate with families

			<p>learning remotely to provide meals to eligible students using available waivers from NYSED/USDA for flexibility.</p> <p>The district will provide all enrolled students with meal access in person or learning remotely. The School Food Authority will utilize a combination of socially distanced dining with cafeteria pick up. The district will work to coordinate with families learning remotely to provide meals to eligible students using available waivers from NYSED/USDA for flexibility</p>
	2	Watkins Glen CSD will address all applicable health and safety guidelines.	The district cafeteria team will collaborate with the district facilities department safety and health guidelines. The district will facilitate social distancing and student movement plans to collaborate with meal service.
	3	Watkins Glen CSD will ensure measures to protect students with food allergies if providing meals in spaces outside the cafeteria.	The district cafeteria team will collaborate with the district/building administration to communicate applicable food allergies from a licensed health care provider. The district/building will accommodate socially distanced dining spaces for students with food allergies.
	4	Watkins Glen CSD will ensure protocols and procedures for how students will perform hand hygiene before and after eating, how	Not applicable in a virtual environment.

		appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.	
	5	Watkins Glen CSD will ensure protocols and procedures for cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.	Not applicable in a virtual environment.
	6	Watkins Glen CSD will ensure compliance with Child Nutrition Program requirements.	The district cafeteria team will develop systems to offer meals in compliance with Child Nutrition Program requirements. Available and applicable waivers will be utilized to deliver resources to students.
	7	Watkins Glen CSD will ensure protocols for food service communication with families through multiple means in the languages spoken by families.	The district cafeteria team will ensure food service communication in languages spoken by families by utilizing USDA documents with available translations as well as coordinating with the district resources for English as a Second Language.
	8	Watkins Glen CSD will ensure that students adhere to social distance (six feet separation) while consuming meals in school unless a physical barrier is provided.	Not applicable in a virtual environment.

Category	Item #	WG Assurance	WG Actions/Protocols
Transportation	1	Watkins Glen CSD will ensure that 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 must be cleaned/ disinfected once a day.	All District vehicles used will have high contact areas cleaned between runs and will be disinfected once per day per FMCSA standards.
	2	Watkins Glen CSD will ensure that high contact spots are wiped down after each a.m. and p.m. run depending upon the disinfection schedule.	All district vehicles will have high contact areas cleaned between each run daily with an approved cleaning solvent.
	3	Watkins Glen CSD will ensure that school buses shall NOT be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.	WGCSO will not equip any fleet vehicles with hand sanitizer units.
	4	Watkins Glen CSD will ensure that school bus drivers, monitors and attendants will not carry personal bottles of hand sanitizer with them on the school buses.	WGCSO will ensure that all drivers, monitors, and attendants will not carry personal hand sanitizers with them on fleet vehicles. It will be part of our training.
	5	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics will wear a face covering along with optional face shield.	All WGCSO transportation staff including drivers, monitors, attendants, clerks, and maintenance will wear a face covering.
	6	Watkins Glen CSD will ensure that transportation staff (drivers, monitors,	WGCSO will provide training and periodic refreshers to all staff, including drivers,

		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.	attendants, mechanics, and office staff on the proper use of PPE and the signs and symptoms of COVID-19.
	7	Watkins Glen CSD will ensure that transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of social distancing.	WGCSO will provide training and periodic refreshers to all staff, including drivers, attendants, mechanics, and office staff on the proper use of social distancing.
	8	Watkins Glen CSD will ensure that transportation departments/carriers will be provided with Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses.	WGCSO transportation will provide PPE such as masks and gloves for all drivers, monitors, and attendants on busses.
	9	Watkins Glen CSD will provide hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.	WGCSO transportation has installed hand sanitizer units near the dispatcher office and the employee break room.
	10	Watkins Glen CSD will ensure that drivers, monitors and attendants who must have direct physical contact with a child will wear gloves.	All WGCSO transportation staff that will have direct physical contact with children will wear gloves to ensure safety.
	11	Watkins Glen CSD will ensure that school bus drivers, monitors, attendants and mechanics perform a self-health assessment for symptoms of COVID-19 before arriving to work.	All WGCSO transportation staff currently perform a self-health assessment for symptoms of COVID-19 before they arrive to work.
	12	Watkins Glen CSD will ensure that students who are physically able will wear masks on the bus.	WGCSO transportation staff will ensure the wearing of masks while on the bus.

	13	Watkins Glen CSD will ensure that students who do not have a mask will NOT be denied transportation.	WGCSO transportation will not deny transportation to any student who does not have a mask and will provide a mask for those students.
	14	Watkins Glen CSD will provide masks for students entering the bus who do not have one.	Masks will be available on all fleet vehicles within the Watkins Glen district.
	15	Watkins Glen CSD will ensure that students with a disability which prevent them from wearing a mask will not be forced to do so or denied transportation.	WGCSO transportation will ensure all students with disabilities which prevent them from wearing a mask will be allowed on the school bus. They will not be denied transportation or be forced to wear a mask.
	16	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of the personal protective equipment and the signs and symptoms of COVID-19.	All students who require transportation in the WGCSO will be provided with periodic reminders of proper use of PPE and the signs of symptoms of COVID-19.
	17	Watkins Glen CSD will ensure that students are trained and provided periodic reminders on the proper use of social distancing.	All students who require transportation in the WGCSO will be provided with periodic reminders of social distancing.
	18	Watkins Glen CSD will ensure that, if the school district is in session remotely or otherwise, pupil transportation will be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Plans have placed them out of district whose schools are meeting in conducting in-person sessions when/if the district is not.	All nonpublic, parochial, private, charter school or students whose IEP have placed them out of district will be provided transportation if those schools are still meeting and conducting in-person sessions when/if WGCSO is not.

Category	Item #	WG Assurance	WG Actions/Protocols
Social Emotional Well- Being	1	Watkins Glen CSD has a district-wide and building-level comprehensive developmental school counseling program plan, developed under the direction of certified school counselor(s), and has been reviewed and updated to meet current needs.	The comprehensive developmental counseling plan is on the district website. The plan was approved May 2020.
	2	Watkins Glen CSD has an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, 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.	WGCSO has created an advisory council and will select members for the 2020-21 school year. Their role is to inform the comprehensive developmental school counseling program plan.
	3	Watkins Glen CSD will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.	WGCSO works closely with Schuyler County Mental Health and other local agencies to provide resources and referrals.
	4	Watkins Glen CSD will provide 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	WGCSO will design professional development opportunities for faculty and staff on a weekly/month basis.

		developing coping and resilience skills for students, faculty, and staff.	
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Category	Item #	WG Assurance	WG Actions/Protocols
School Schedules	1	Watkins Glen CSD has a school schedule planned for implementation at the beginning of the 2020-21 school year and, to the extent practicable, contingent scheduling models if the situation warrants.	WGCS D has several scheduling plans for in-person, hybrid, and virtual learning. The remote learning model ensures that every student will have meaningful direct contact for instruction purposes with teachers every day. has all students PK-12 responsible for learning everyday Monday – Friday. However, we will operate at about 50% capacity, by having all grade level divided into two cohorts. An Example would be on-site (two days per week) with remote learning on the alternate 3 days per week.

Category	Item #	WG Assurance	WG Actions/Protocols
Attendance and Chronic Absenteeism	1	Watkins Glen CSD has a mechanism to collect and report daily teacher/student engagement or attendance while in a remote or hybrid schedule.	WGCS D has a school data system called Schooltool which will be used to maintain student attendance by classroom teachers daily, whether instruction is done in person, as a hybrid or all virtual.

Category	Item #	WG Assurance	WG Actions/Protocols
Technology and Connectivity	1	Watkins Glen CSD will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence.	<p>Watkins Glen CSD Will ensure that the District has knowledge of the level of access to devices and highspeed internet all students and teachers have in their places of residence. WGCSD will continue to gather high speed internet availability information from parents and guardians as we enter new students into the district. Although we recognize about 10% of the population has limited or no access and will continue to provide Hotspots where applicable.</p> <p>A parent survey was completed in April 2020 identifying household for needs of internet and devices. We plan to send out a new survey the week of August 17th and we gather more information during the scheduled parent meetings held the same week.</p>
	2	Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.	<p>Watkins Glen CSD, to the extent practicable, will provide devices and internet access to students and teachers who currently do not have sufficient access.</p> <p>We currently provide 1:1 devices to all students in grades 3-12 and will expand this to 1:1 for K-2 as well. ATT Hot Spots will be provided to students/teachers (if needed) who need internet</p>

			access. Devices will be handed out in late August to all students.
	3	Watkins Glen CSD 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.	Watkins Glen CSD 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. Watkins Glen CSD will use multiple platforms to deliver instruction which we already have in place. Some of these methods include the use of Schoology as a Learning Management System, Office 365 tools and Zoom/Team meetings via the internet. We will continue to use a paper delivery system where necessary.

Category	Item #	WG Assurance	
Teaching and Learning	1	The Watkins Glen CSD reopening plan includes a continuity of learning plan for the 2020-2021 school year that includes preparation for in-person, remote, and hybrid models of instruction.	<ul style="list-style-type: none"> • High-quality digital curriculum delivered in a uniform manner that allows for continuous learning when schools are closed. • Students will meet synchronously with teachers following student schedule. • Student attendance will be taken daily/per period. • Standards-based grading; not Pass/Inc.

			<ul style="list-style-type: none"> • Offer students, staff, and parents computer/tech opportunities prior to school opening and during the school year.
	2	Watkins Glen CSD will ensure that instruction is aligned to the New York State Learning Standards regardless if instruction is delivered in-person, remotely or in a hybrid model.	<ul style="list-style-type: none"> • Remote learning will feature prioritized, standard-based curriculum. See Appendix G for Remote Plan
	3	Watkins Glen CSD will provide a program that includes regular substantive interaction between teachers and students whether delivered in-person, remotely or through a hybrid model of instruction.	<ul style="list-style-type: none"> • Students learning remotely will follow the same schedule as if they were on-site. • Students will meet synchronously with teachers following student schedule. • Student attendance will be taken daily/per period. See Appendix G for a simplified remote plan
	4	Equity must be at the heart of all school instructional decisions. Watkins Glen CSD will ensure that all instruction developed, whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, provides for clear opportunities for instruction that are accessible to all students. Such opportunities must be aligned with State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.	<ul style="list-style-type: none"> • Devices for all students and hotspots when necessary. • Paper packets will be delivered to students if necessary. • Teacher allies will be assigned to small student groups to support at-home learning. • Students with disabilities, ELL and special considerations students will have access to additional contacts with teacher allies.

	5	Watkins Glen CSD will ensure 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 will be accessible to all, available in multiple languages based on district need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers.	<ul style="list-style-type: none"> Email, telephone, office hours, zoom, after school help. Instructional brochure with guidelines and expectations.
	6	Watkins Glen CSD will ensure that eligible agencies with whom we contract for prekindergarten programs will follow health and safety guidelines outlined in NYSED guidance and required by New York State Department of Health. Watkins Glen CSD will ensure that such agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.	<ul style="list-style-type: none"> WGCS D administration will communicate Continuity of Learning Plan.
	SP 1	Watkins Glen CSD, whether services are provided in-person, remote, and/or through a hybrid model, will ensure the provision of FAPE consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.	WGCS D special education department will design a program to protect the health and safety of students with disabilities and service providers while ensuring the provision of FAPE.

	SP 2	Watkins Glen CSD will document the programs and services offered and provided to students with disabilities as well as communications with parents.	WGCSO will design a brochure of services offered and provided to students with disabilities and share the information with parents.
	SP 3	Watkins Glen CSD will ensure 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.	<ul style="list-style-type: none"> • Preferred mode of communication means we need to keep paper mailings as an option. • Teacher allies will be assigned to families to foster the student-teacher-family partnership.
	SP 4	Watkins Glen CSD will ensure 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), there are plans for monitoring and communicating student progress, and commitment to sharing resources.	WGCSO will continue to ensure collaboration between committees and service providers representing the variety of settings where students are served to ensure there is an understanding of services. WGCSO will continue to monitor and communicate student progress.
	SP 5	Watkins Glen CSD will ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to	<ul style="list-style-type: none"> • Offer parents computer/tech classes prior to school opening. • Teacher allies will be assigned to families to foster the student-teacher-family partnership.

		meet the unique disability related needs of students.	
	BL 1	Watkins Glen CSD, whether using in-person or hybrid instruction 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.	WGCSD 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, summer of 2020 and the first 20 days of 2020-21 school year. The district will contract with GST BOCES to complete.
	BL 2	Watkins Glen CSD will 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.	WGCSD will contract with GST BOCES to provide required instructional Units of Study to all ELLs based on their most recently measured English proficiency level. This will be done virtually.
	BL 3	Watkins Glen CSD will ensure the maintenance of regular communication with the 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	<ul style="list-style-type: none"> Existing district communication tools will support teacher allies who counseling small groups of students and families.

Category	Item #	WG Assurance	WG Actions/Protocols
Staffing	Eval 1	Pursuant to Education Law 3012-d, Watkins Glen CSD will ensure that all teachers and principals are evaluated pursuant to our currently approved APPR plan, including any variance applications approved by the NYSED.	WGCSD will ensure that all teachers and principals are evaluated pursuant to our currently approved APPR plan. If changes are needed, the district will negotiate a new plan with the WGFA.
	Cert 1	Pursuant to Education Law 3001, Watkins Glen CSD will ensure individuals employed to teach in New York State public schools hold a valid and appropriate certificate for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.	WGCSD will continue to adhere to the commissioner's regulations concerning appropriate certification.

Appendix

Appendix A

WGCSD Covid – 19 Return to Work/School Protocols. Web Link

<https://www.wgcd.org/uploadeddocs/WGCSDRETURNTOWORK-SCHOOLPROTOCOL.pdf>

Appendix B

WGCSD Contact Tracing and Testing Plan. Web Link

<https://wgcsd.org/uploadeddocs/Contact%20Tracing%20and%20Testing%20Plan%209.3.pdf>

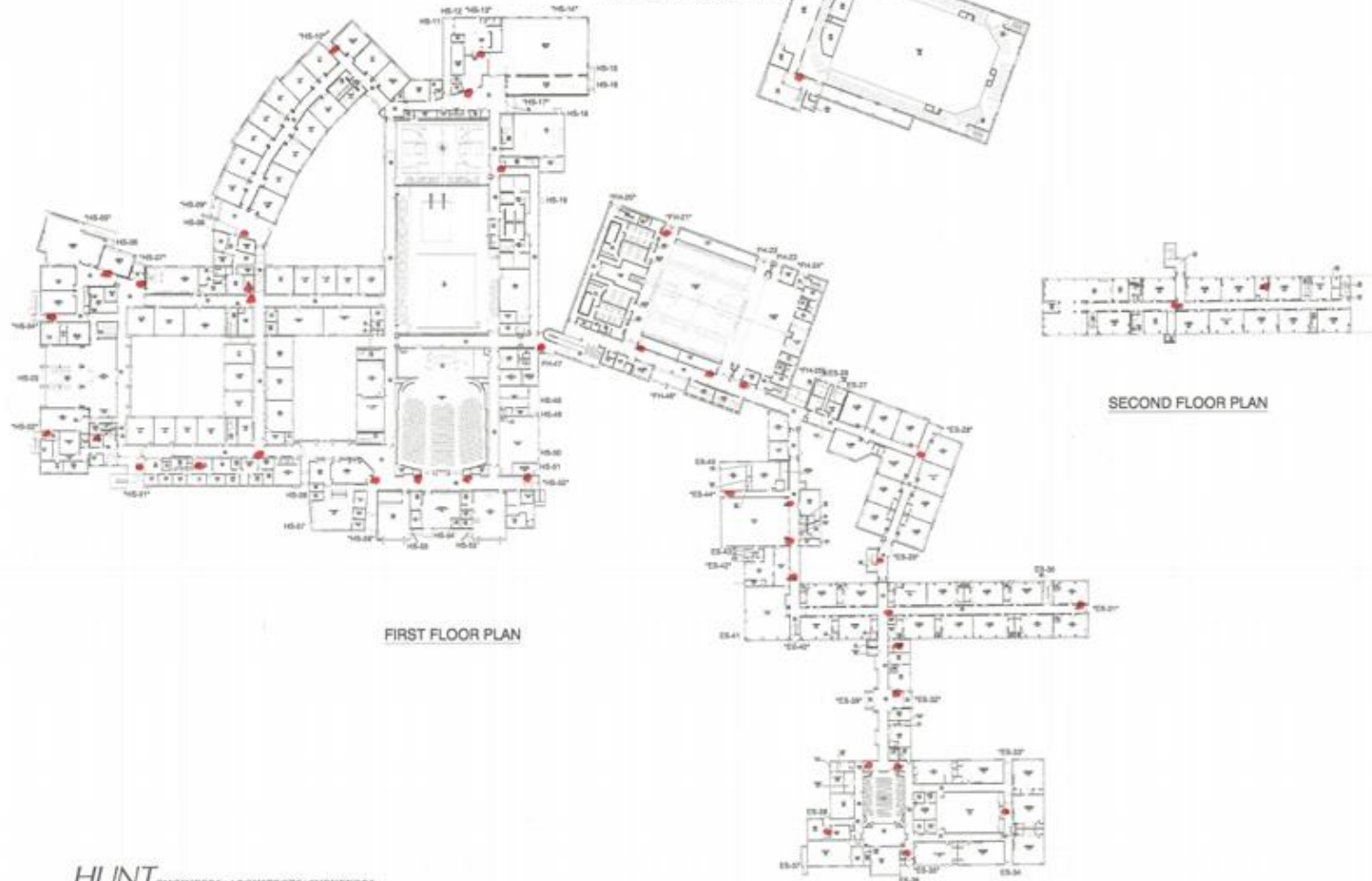
Appendix C

Hand Sanitizer Locations (42 Locations with the WGCSD)

WGCSD Hand Sanitizer Locations

42 Stations

42-stations



HUNT ENGINEERS | ARCHITECTS | SURVEYORS

Appendix D

Association of Educational Safety and Health Professionals (AESHP) - Practical Guidance for Schools Reemerging from a Pandemic https://drive.google.com/file/d/1AIHr9algtzVWs1PDCY6KrCp_qGO-clyV/view

Appendix E

Ventilation and Filter Plan WGCSD

Filter Recommendations for Re-Opening Planning

Ventilation

- Maintain current outdoor air design levels. Increase outdoor air ventilation when weather permits without negatively impacting building comfort (temp of humidity). With the reduced building population, the effective dilution ventilation per person increases.
- Increase hours of operation of systems to ensure the highest level of dilution of contaminants.
- Pre-flush and post-occupancy dilution to circulate more air in larger occupancy spaces.
- Disable any Demand Controlled Ventilation (DCV). DCV sequences result in less air ventilation to reduce energy and costs, these sequences will be disabled during present times but can be enabled later if desired.
- Disable any Occupancy Controlled Ventilation (OCV). OCV sequences result in less hours of ventilation to reduce energy and costs, these sequences will be disabled during present times but can be enabled later if desired.

Cooling Concerns

- Units that have chilled water cooling have little concern other than loss of capacity.
- Units with Direct Expansion (DX) cooling are specifically paired with the airflow of the unit.
 - Too high of airflow and the units do not remove humidity.
 - Too low of airflow and the refrigerant drops to an unsafe temperature level and the coils freeze moisture and block the airflow even more. When this occurs, the coil freezes solid. Low air limits are disabled, and we have had this freeze heating coils.
 - Some larger units are equipped with controls to prevent this but not all units have these safeties and each unit would need to be evaluated.

Filter Depths

- For a project to be building aid eligible, the project must:
 - Be in an aid eligible building.
 - Have a minimum of \$10,000 of construction work.
 - Have cost allowances available.

Emerging Technology

- The State Education Department (SED) is not permitting bipolar ionization, ion generators, corona discharge, or UV technology in schools currently due to concerns about potential negative health impacts with this technology.
- SED and the Department of Health (DOH) are continuing to evaluate emerging technologies for health and safety as well as effectiveness.

Unit Capabilities

- Terminal Units
 - Designed to filter the air of one space typically are 1" and are designed around 350 FPM.
 - Increasing Filter MERV capacity on these units likely will cause airflow and heating/cooling capacity issues as these are generally low static fans.
 - Units that are floor mounted will benefit very little from enhancing filtration as the particulate of concern is air born and not on the floor.
- DOAS Units
 - These units are not a concern as they are almost always 100% fresh air supply with the air from the room being exhausted.
- Single Zone Units
 - Designed to filter the air of one space (often larger like gyms, auditoriums) may be RTU

- In the case of some AHUs, the filter frame could be modified to hold 4" MERV-14 filters. This would depend on the fan amperage draw and the additional static pressure.

Conclusion

- There is no one size fits all solution and the focus should be on central air handling systems first as these spread air from multiple spaces.
- The second focus area should be ceiling supply ducted supply and return single zone systems with large population density. These are likely to have adjustable fan capacity due to being ducted. Smaller respiratory aerosols are more likely to remain air born in these systems as the diffuser supplied air provides room air mixing to promote even air temperatures.
- The third focus should be free discharge un-ducted terminal units that are ceiling mounted. These units would promote recirculation of aerosols and could remove them
- Floor-mounted terminal units (UV, PTAC, FCU) are the least concerning. These filter floor level air while mixing upper-level air. Aerosols are light and remain airborne in the breathing zone the longest and likely not be removed by the filters.

Appendix F

Athletic Reopening Plan

<https://wgcsd.org/uploadeddocs/WGCSD%20Roadmap%20to%20reopening%20interscholastic%20athletics.pdf>

Appendix G

Remote Reopening Plan – Simplified to one page

<https://wgcsd.org/uploadeddocs/RemoteLearningPlanSimplified.pdf>

Appendix H

Contact Tracing & Testing Protocol – Plan

<https://wgcsd.org/uploadeddocs/Contact%20tracing%20and%20testing%20plan.pdf>

Resources:

New York State Department of Health – Interim guidance for in-person instruction at Pre-K to grade 12 schools during the Covid –19 public health emergency – Web Link [https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K to Grade 12 Schools MasterGuidance.pdf](https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K%20to%20Grade%2012%20Schools%20MasterGuidance.pdf)

New York State Department of Health – Interim Guidance For Sports and Recreation During the Covid –19 Public Health Emergency – Web Link

<https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/SportsAndRecreationMasterGuidance.pdf>

Centers for Disease Control and Prevention – Considerations for Schools – Web Link <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

New York State Education Department – Recovering, Rebuilding, and Renewing: The Spirit of New York’s Schools – Web Link <http://www.nysed.gov/common/nysed/files/programs/reopening-schools/nys-p12-school-reopening-guidance.pdf>

Association of Educational Safety and Health Professionals (AESHP) - Practical Guidance for Schools Reemerging from a Pandemic https://drive.google.com/file/d/1AIHr9algtzVWs1PDCY6KrCp_qGO-clyV/view

WGCS D Advisory Committees – Parent Advisory Task Force, Student Advisory Task Force, Instructional Advisory Task Force, WGCS D Board of Education and the 25 member District Reopening Committee.