

Gouverneur Central School District

Delivering the Promise of a Brighter Future



#LearningMatters **2021-2022 School Reopening Plan**

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Summary

The Gouverneur Central School District’s reopening plan takes the health and safety of all students, staff, and community members as its prime directive. Guidance from the Centers for Disease Control and Prevention (CDC), the New York State Department of Health (DOH), and the New York State Education Department (NYSED) form the basis of the Gouverneur Central School District’s Reopening Plan. With an emphasis on the wearing of face masks, physical distancing, washing of hands, use of hand sanitizer and frequent cleanings, it is the District’s intent to minimize the risk of exposure. Please keep in mind, the Reopening Plan will continue to evolve as we continue to learn more about COVID-19.

Reopening Plan

The Gouverneur Central School District reopening plan includes the [Guidance for COVID-19 Prevention in K-12 Schools released by the Centers for Disease Control and Prevention \(CDC\) updated on July 9, 2021.](#)

The Gouverneur Central School District’s Reopening Plan is posted on our website: <http://www.gcsk12.org/covid/reopening/>

The Gouverneur Central School District includes all assurances completed by the Superintendent, Jacquelyn Kelly, and all of the elements outlined in the New York State Department of Education guidance document.

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Health and Safety

The Centers for Disease Control and Prevention (CDC) in recently updated Guidance for COVID-19 Prevention in K – 12 Schools states:

Schools are an important part of the infrastructure of communities. They provide safe and supportive learning environments for students that support social and emotional development, provide access to critical services, and improve life outcomes. They also employ people, and enable parents, guardians, and caregivers to work. Though COVID-19 outbreaks have occurred in school settings, multiple studies have shown that transmission rates within school settings, when multiple prevention strategies are in place, are typically lower than – or similar to – community transmission levels.

As a result, the Gouverneur Central School District will open with a full-time in-person instructional model utilizing the Centers for Disease Control and Prevention (CDC) updated Guidance for COVID-19 Prevention in K – 12 Schools. The following guidelines have been adapted from the CDC Guidance for COVID-19 Prevention in K – 12 Schools updated on July 9, 2021.

All schools within the Gouverneur Central School District will maintain at least three (3) feet of physical distance, where possible with local discretion between students within classrooms, combined with indoor mask wearing, to reduce transmission risk. When it is not possible to maintain a physical distance of at least 3 feet, it is especially important to layer multiple other prevention strategies, such as indoor masking.

The Gouverneur Central School District serves children under the age of 12 who are not eligible for vaccination at this time. Therefore, at this time based on this guidance, all students and adults will be required to wear masks:

- on school buses, at all times
- when entering, exiting, and moving within buildings and classrooms
- when physical distancing of three (3) feet is not possible
 - **Note:** Students, teachers, and staff will be permitted to remove masks for mask breaks once physical distancing is maintained and movement is no longer taking place

The Gouverneur Central School District will provide Personal Protective Equipment (PPE) and face coverings to all staff and students, if needed.

Local hospital capacity and COVID-19 numbers through the St. Lawrence County Public Health Department will be monitored daily and more often if needed by the District Health Office.

The above expectations may be changed and updated should the level of local infection rates significantly increase. **Families, employees, and visitors of the Gouverneur Central School District will be notified immediately should changes be necessary.**

According to The Centers for Disease Control and Prevention (CDC) in recently updated Guidance for COVID-19 Prevention in K –12 Schools:

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COVID-19 prevention strategies remain critical to protect people, including students, teachers, and staff. The need for layering specific prevention strategies will vary, and localities might implement fewer COVID-19 prevention strategies based on community transmission levels, vaccination coverage, and local policies and regulations. CDC continues to recommend masking and physical distancing. However, if considering whether and how to remove prevention strategies, one prevention strategy should be removed at a time and students, teachers, and staff should be closely monitored (with adequate testing through the school or community) for any outbreaks or increases in COVID-19 cases.

The following prevention strategies, in addition to physical distancing and mask wearing, will be utilized by the Gouverneur Central School District in order to prevent outbreaks of COVID-19. The Gouverneur Central School District will open with a full-time in-person instructional model and maintain proper social distancing where possible with local discretion. A process will also be implemented for arrival and dismissal to maintain social distancing and the safety of students and staff.

The Gouverneur Central School District will provide PPE and face covering to all staff and students, if necessary.

Local hospital capacity and COVID-19 numbers through St. Lawrence County Public Health will be monitored daily and more often if needed by the District Health Office.

Hand Hygiene Plan

The Gouverneur Central School District will build in staggered hand washing times for students and staff. Hand hygiene includes:

- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds), which is the preferred method
- Use of alcohol-based hand sanitizers (60% alcohol or greater)
- Hand sanitizer will be provided throughout common areas (cafeteria), building entries, halls outside of gymnasiums and use touch free dispensers when able
- Signage will be located near hand sanitizer indicating visibly soiled hands should be washed with soap and water
- Any staff or student unable to use hand sanitizer are permitted to wash their hands with soap and water.

The Gouverneur Central School District provides the following:

- Facilities and supplies for hand washing including soap and water
- Paper towels and touch free paper towel dispensers where feasible; air dryers have been removed and disabled from all buildings
- No-touch trash cans
- Alcohol-based hand sanitizers with at least 60% alcohol or disinfectant hand wipes
- Time in the schedule to allow for frequent hand washing
- Promotion of proper hand washing before meals, after recess or physical education, before and after removing PPE, and other times, as appropriate

All students and staff should wash hands, as follows:

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- Upon entering the building and each classroom; (for classrooms without sinks, hand sanitizing stations will be placed throughout the building)
- After using shared objects or surfaces (e.g. electronic devices, musical instruments, writing utensils, tools, toys, desks or table tops)
- Before and after snacks and lunch
- After using the bathroom
- After helping a student with toileting
- After sneezing, wiping or blowing nose, or coughing into hands
- Upon entering the building from outside
- Anytime hands are visibly soiled

Respiratory Hygiene Plan

The Gouverneur Central School District encourages:

- All students and staff cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately (Tissues will be provided by the District in all classrooms and common areas.) Gouverneur Central School District provides tissues in each classroom and common areas.
- If no tissue is available, using the inside of the elbow (or shirtsleeve) to cover the mouth or nose is preferable to using the hands.
- Students and staff should always perform hand hygiene after sneezing, coughing and handling dirty tissues or other soiled material.

The Gouverneur Central School District will ensure:

- No touch/floor pedal trash receptacles are available in each room and common area.

Social Distancing Plan

The Gouverneur Central School District defines social distancing as maintaining a three (3) foot space between students and maintaining a six (6) foot space between adults, where possible with local discretion.

The Gouverneur Central School District has ensured that student groupings are as static as feasible by having the same group/cohort of students stay together when possible.

The steps taken by the District include:

- The size of groups/cohorts of students are determined by the number of students who can be in each classroom while maintaining three (3) feet social distance, where possible with local discretion.
- Schools will establish arrival and dismissal procedures to minimize crowding and transmission of COVID-19 during pick up and drop off times
- Schools will clearly message families regarding times when supervision is available and when students are permitted on campus

Daily Health and Temperature Screenings

The Centers for Disease Control and Prevention (CDC) no longer recommends temperature screenings or screening questionnaires at school. All Gouverneur Central School District faculty and staff that are experiencing COVID-19 symptoms should be tested for COVID-19 and stay home from work.

Families should be mindful of COVID-19 symptoms and seek testing when such symptoms are present. Any student with a fever of 100.4 or greater OR symptoms of the COVID-19 virus should not be present at school. The Gouverneur Central School District provides instructions for parents/guardians to observe for signs of illness in their child that require staying home from school.

The Gouverneur Central School District requires that ill students and staff be assessed by the school nurse and all ill students and staff will be sent home for follow-up with a healthcare provider. Each building health office will offer a room for isolation purposes.

The Gouverneur Central School District requires all students or staff with a temperature or signs of illness be sent directly to the dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home.

The Gouverneur Central School District requires all visitors, guests, contractors, and vendors entering the school to follow all Gouverneur Central School District health guidelines. People with a COVID-19 symptoms will not be permitted in the building.

The Gouverneur Central School District reserves the right to limit visitors as necessary.

The Gouverneur Central School District has a COVID-19 hotline which can be accessed by calling (315)287-1906 and asking to speak to Bev Martin, Head Nurse about COVID-19. If possible, screening testing may be conducted in each health office in order to reduce the risk to in-person education.

Preventative Measures Summary

The following prevention strategies, in addition to physical distancing and mask wearing, will be utilized by the Gouverneur Central School District in order to prevent outbreaks of COVID-19.

Promoting Vaccination

According to the CDC, achieving high levels of COVID-19 vaccination among eligible students as well as teachers, staff, and household members is one of the most critical strategies to help schools safely resume full operations.

Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic. People who are fully vaccinated against COVID-19 are at low risk of symptomatic or severe infection. Research suggests that people who are fully vaccinated against COVID-19 are less likely to have an asymptomatic infection or transmit COVID-19 to others than people who are not fully vaccinated. In most settings, people who are fully vaccinated can safely resume activities they did before the pandemic, except where prevention measures are required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.

People 12 years and older are now eligible for COVID-19 vaccination. The Gouverneur Central School District will promote vaccinations among teachers, staff, families, and eligible students by providing information about COVID-19 vaccination, encouraging vaccine trust and confidence, and establishing supportive policies and practices that make getting vaccinated as easy and convenient as possible.

Consistent and Correct Mask Use

When teachers, staff, and students who are not fully vaccinated consistently and correctly wear a mask, they protect others as well as themselves. Consistent and correct use of a mask by people who are not fully vaccinated is especially important indoors and in crowded settings, when physical distancing cannot be maintained.

- **Indoors:** Mask use will be required for students, teachers, and staff. Children under 2 years of age should not wear a mask.
- **Outdoors:** Students, teachers, and staff do not need to wear masks when outdoors. However, the CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated.
- **School buses:** All students, bus drivers, and monitors must be masked at all times while on a school bus.

The Gouverneur Central School District will make exceptions for mask wearing for the following categories of people:

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- A person who cannot wear a mask, or cannot safely wear a mask, because of a disability as defined by the Americans with Disabilities Act (ADA) (42 U.S.C. 12101 et seq.).
- A person for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by the relevant workplace safety guidelines or federal regulations.

The Gouverneur Central School District will provide Personal Protective Equipment (PPE) and face coverings to all staff and students, if needed.

Physical Distancing

Because of the importance of in-person learning, schools where not everyone is fully vaccinated should implement physical distancing to the extent possible within their structures, but should not exclude students from in-person learning to keep a minimum distance requirement.

The Gouverneur Central School District will maintain at least three (3) feet of physical distance where possible with local discretion between students within classrooms, to reduce transmission risk.

When it is not possible to maintain a physical distance of at least three (3) feet, all students and staff will be required to wear a mask. Mask use by people who are not fully vaccinated is particularly important when physical distance cannot be maintained.

A distance of at least six (6) feet is recommended between students and teachers/staff and between teachers/staff who are not fully vaccinated.

Cohorting: Cohorting means keeping people together in a small group and having each group stay together throughout an entire day. Cohorting can be used to limit the number of students, teachers, and staff who come in contact with each other, especially when it is challenging to maintain physical distance, such as among young children. The Gouverneur Central School District will cohort students and staff where possible with local discretion.

Ventilation

Improving ventilation is an important COVID-19 prevention strategy that can reduce the number of virus particles in the air. Staff will be encouraged to open doors and windows and use child-safe fans to increase the effectiveness of open windows if doing so does not pose a safety risk. Windows on buses will be opened when possible to improve air circulation.

Staying Home When Sick and Getting Tested

Students, teachers, and staff who have symptoms of infectious illness, such as influenza (flu) or COVID-19, should stay home and be referred to their healthcare provider for testing and care.

It also is essential for people who are not fully vaccinated to quarantine after a recent exposure to someone with COVID-19.

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CDC guidance provides that people who are fully vaccinated and do not have COVID-19 symptoms do not need to quarantine or get tested after an exposure to someone with COVID-19, unless they develop symptoms.

The Gouverneur Central School District has a COVID-19 hotline which can be accessed by calling (315)287-1906 and asking to speak to Bev Martin, Head Nurse about COVID-19. If possible, screening testing may be conducted in each health office in order to reduce the risk to in-person education.

Isolation Rooms

The Gouverneur Central School District requires that students and staff with symptoms of illness be sent to the health office. The school nurse will assess individuals.

If a school nurse is not available, a building administrator or designee will have to isolate and dismiss any student or staff member who has a fever or other symptoms of COVID-19 that are not explained by a chronic health condition for follow up with a health care provider.

Gouverneur Central School District requires school staff to immediately report any illness of students or staff to the school nurse or other designated school staff. Such reports are made in compliance with FERPA, and Education Law 2-d.

Students suspected of having COVID-19 awaiting transport home by the parent/guardian will be isolated in a room or area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may be in this isolation room if they can be separated by at least three (3) feet.

Gouverneur Central School District will take the following steps:

- Closing off areas used by a sick person and not using these areas until after cleaning and disinfection has occurred;
- Opening outside doors and windows to increase air circulation in the area.
- Waiting at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible;
- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
- Once the area has been appropriately cleaned and disinfected it can be reopened for use.
- Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.
- Gouverneur Central School District refers to the DOH’s “Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure” for information on “close and proximate” contacts
- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.

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- If a separate room is not available, Gouverneur Central School District will ensure that person keeps at least a 6-foot distance between ill students. If they cannot be isolated in a separate room from others, we will provide a facemask (e.g., cloth or surgical mask) to the student if the ill person can tolerate wearing it and does not have difficulty breathing,

To prevent the possible transmission of the virus to others while waiting for transportation home. The following steps will be taken:

- Students should be escorted from isolation area to the parent/guardian;
- The parent or guardian will be instructed to call their health care provider, or if they do not have a health care provider, to follow up with a local clinic or urgent care center;
- Symptomatic students or staff members will follow CDC’s Stay Home When You Are Sick guidance unless otherwise directed by a healthcare provider or the local department of health.
- If the student or staff member has emergency warning signs such as trouble breathing, persistent pain or pressure in the chest, new confusion, inability to arouse, bluish lips or face, Gouverneur Central School District will call 911 and notify the operator that the person may have COVID-19;
- Gouverneur Central School District staff are aware of the symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C) associated with COVID-19 which is a serious condition associated with COVID-19 in children and youth. Employees should notify the parent/guardian if their child shows any of the following symptoms and recommend the child be referred for immediate follow up with a healthcare provider:
 - Fever
 - Abdominal pain
 - Vomiting
 - Diarrhea
 - Neck pain
 - Rash
 - Bloodshot eyes
 - Feeling extra tired

Staff must call for emergency transport (911) following district policy 7520, Accidents and Medical Emergencies, for any student showing any of these emergency warning signs of MIS-C or other concerning signs:

- trouble breathing
- pain or pressure in the chest that does not go away
- new confusion
- inability to wake or stay awake
- bluish lips or face
- severe abdominal pain

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If a student or staff member reports having tested positive for COVID-19, school administrators or his/her designee should notify the local health department to determine what steps are needed for the school community.

Contact Tracing in Combination with Isolation and Quarantine

The Gouverneur Central School District will collaborate with state and local health departments, to the extent allowable by privacy laws and other applicable laws, to confidentially provide information about people diagnosed with or exposed to COVID-19.

The Gouverneur Central School District cooperates with state and local health department contact tracing. We assist public health departments in knowing who may have had contact at school with a confirmed case by:

- Keeping accurate attendance records of students and staff members
- Ensuring student schedules are up to date
- Keeping a log of any visitors which includes date, time and where in the school they visited
- Assisting local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.
- Maintaining confidentiality as required by federal and state laws and regulations.

Return to School after Illness

The Gouverneur Central School District follows CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19. If a person is not diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19 they can return to school:

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

If a member of the faculty or staff or a student is diagnosed with COVID-19 by a healthcare provider based on a test and placed in isolation or placed in mandatory quarantine by the St. Lawrence County Public Health Department, that person will be asked to provide a record of that administrative order upon return to school.

Screening Testing Recommendations for K-12 Schools by Level of Community Transmission

	Low Transmission¹ Blue	Moderate Transmission Yellow	Substantial Transmission Orange	High Transmission Red
Students	Do not need to screen students.	Offer screening testing for students who are not fully vaccinated at least once per week.		
Teachers and staff	Offer screening testing for teachers and staff who are not fully vaccinated at least once per week.			
High risk sports and activities	Recommend screening testing for high-risk sports ² and extracurricular activities ³ at least once per week for participants who are not fully vaccinated.		Recommend screening testing for high-risk sports and extracurricular activities twice per week for participants who are not fully vaccinated.	Cancel or hold high-risk sports and extracurricular activities virtually to protect in-person learning, unless all participants are fully vaccinated.
Low- and intermediate-risk sports	Do not need to screen students participating in low- and intermediate-risk sports. ²	Recommend screening testing for low- and intermediate-risk sports at least once per week for participants who are not fully vaccinated.		

¹ [Levels of community transmission](#) defined as total new cases per 100,000 persons in the past 7 days (low, 0-9; moderate 10-49; substantial, 50-99, high, ≥100) and percentage of positive tests in the past 7 days (low, <5%; moderate, 5-7.9%; substantial, 8-9.9%; high, ≥10%.)

² Examples of low-risk sports are diving and golf; intermediate-risk sport examples are baseball and cross country; high-risk sport examples are football and wrestling.

³High-risk extracurricular activities are those in which increased exhalation occurs, such as activities that involve singing, shouting, band, or exercise, especially when conducted indoors.

Reference: *Guidance for COVID-19 Prevention in K-12 Schools (Updated Aug. 5, 2021)*

Transportation/Facilities/Nutrition/Athletics

Transportation

- All buses which are used every day by the district will be cleaned/disinfected once a day.
- High contact spots will be wiped down after each morning and afternoon run.
- Hand sanitizer will not be allowed on any bus unless deemed appropriate by NYSDOT.
- School bus drivers and monitors will not be allowed to carry personal bottles of hand sanitizer onto a school bus unless deemed appropriate by NYSDOT.
- Drivers and monitors will wear masks at all times.
- Training and periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19 will be provided to all school bus drivers and monitors.
- The district’s transportation contractor will provide Personal Protective Equipment (PPE), such as masks and gloves to all school bus drivers and monitors.
- Hand sanitizer will be provided for all staff in all school buildings, including the bus garage.
- School bus drivers and monitors are required to wear gloves if they must have direct physical contact with a child.
- All students will be required to wear a mask on a school bus at all times, if they are physically able.
- Transportation will not be denied to any student who does not have a mask.
- The bus driver or monitor will provide the student with a mask supplied by the Gouverneur Central School District.
- Students with a disability will not be forced to wear a mask if they are not physically able to wear the mask and transportation will not be denied.
- All students will be provided training and periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID-19.
- Pupil transportation will be provided to nonpublic and parochial schools and students whose Individualized Education Program (IEP) have placed them out of district whose schools are meeting or conducting in-person session education when/if the district is not.

Facilities

Cleaning and Disinfection

To help with cleaning and disinfection Gouverneur Central School District will perform the following:

- Keep accurate attendance records of students and staff members
- Ensure student schedules are up to date
- Perform normal routine cleaning with soap and water to decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure
- Provide disinfection using US Environmental Protection Agency (EPA)-approved disinfectants against COVID-19
- Provide frequent disinfection of surfaces and objects touched by multiple people
- Keep all disinfectants out of the reach of children
- Clean and disinfect daily all areas of the District
- High touch areas in the buildings will be cleaned throughout the day

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- The Gouverneur Central School District will maintain logs that include the date, time, and scope of cleaning and disinfection in a facility or area

The Gouverneur Central School District will clean high touch surfaces frequently throughout the day. Examples of high touch surfaces include:

- Tables
- Doorknobs
- Light switches
- Countertops
- Handles
- Entry Vestibules
- Desks
- Phones
- Keyboards and tablets
- Toilets and restrooms
- Faucets and sinks

Students should not be present when disinfectants are in use and should not participate in disinfection activities. During the school day when students and staff are present, a green product will be used to clean high touch areas. When cleaning up after food is consumed and for incidental spills, soap and water will be used.

Cleaning will be done in the off hours of students except for high touch areas. Ventilation filters are changed every six (6) months or more frequently as needed. Windows that can be opened, weather permitting, will be open during the day and closed when staff leaves the building.

The Gouverneur Central School District cleans playgrounds per CDC guidance:

- High touch surfaces made of plastic or metal, such as grab bars and railings will be cleaned routinely
- Shared athletic/gym equipment (e.g., balls, protective gear) will be cleaned between use per manufacturer’s directions.

Restricted Areas

The Gouverneur Central School District limits gathering in small spaces (e.g., elevators, faculty offices) by more than one individual at a time, unless all individuals in such space are wearing acceptable face coverings;

The Gouverneur Central School District will utilize playgrounds when proper safeguards are in place. In elementary school settings, playground use will be staggered rather than allowing multiple classes to play together. Students will wash hands before and after touching play structures and keep three (3) feet of space from other children where possible with local discretion.

School Health Office Cleaning

School health office cleaning must occur after each use of:

- Cots
- Bathroom
- Health office equipment (e.g. blood pressure cuffs, otoscopes, stethoscopes, etc.) following manufacturer’s directions.

Disposable items should be used as much as possible including:

- Disposable pillow protectors
- Disposable thermometers or disposable thermometer sheaths or probes, and disposable otoscope specula

Nutrition

The Gouverneur Central School District plan for child nutrition includes assurances that the district addresses all applicable health and safety guidelines for students in attendance at school. Isolated tables are identified for students with allergies eating in the cafeteria and individual classrooms as needed are identified as nut free. Students with other allergies are accommodated on an individual basis. The nurse notifies building administrators and teachers of the students with allergies and individual health plans are created to ensure the safety of those students.

Students will wash their hands before eating. Additionally, appropriate hand hygiene is encouraged through teacher support, protocols to cleanse hands upon entering the building and classrooms and before eating. The proper technique for hand washing is taught in person and offered with visuals and words posted throughout the buildings. This information is distributed in the home language of student families needing that translation. For areas with multiple cohorts of students eating in shifts, those spaces will be cleaned and disinfected following the protocols outlined under Facilities in this document. The cafeteria manager ensures compliance with Child Nutrition Program requirements. Adequate supplies of face masks, soap, hand sanitizer, and tissues are available in food service areas.

To keep food, students, and staff safe, the district provides, but is not limited to, the following items:

- Food thermometers
- Shield by the registers
- Alcohol wipes
- Potholders/Aprons
- Hairnets
- Vinyl gloves/Poly gloves
- Staff Uniforms (provide their own shoes, no open toe)
- Sink for handwashing
- Cooking and Serving Utensils
- Approved food safe cleaning supplies

The district will routinely clean and disinfect high-touch surfaces including tables, chairs, carts used in transportation, and point-of-service touch pads. Single-use gloves will be used for food preparation and delivery. Staff will wear a disposable apron when handling or delivering food. Only program staff, custodial staff, and approved volunteers may enter the food program areas.

The Gouverneur Central School District has established protocols and procedures for how students will perform hand hygiene before and after eating. The school nurse will train students on proper hand hygiene and teachers will schedule appropriate hand washing opportunities throughout the school day. Age appropriate posters describing correct handwashing technique will be hung in bathrooms and above sinks. Teachers and support staff will explain to students why we cannot share food and will monitor that the sharing does not take place.

School meals, complying with Child Nutrition Program requirements, will continue to be available to all students. Protocols have been established to safely serve meals in accordance with state regulations. The serving protocols include, but are not limited to, meal options and serving capacity.

Meals will be provided while maintaining appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are

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appropriately socially distanced. The district will ensure three (3) foot social distancing between individuals while eating in the school cafeteria when possible with local discretion. If not feasible, meals may be served in alternate areas (e.g., classrooms, gymnasiums) or in staggered meal periods to ensure social distancing and proper cleaning and disinfection between students.

Measures shall be taken to protect students with food allergies, how students perform hand hygiene before/after eating, how hand hygiene will be promoted, how sharing of food/beverages will be discouraged; how social distancing and/or physical barriers will be utilized. Pre-packaged meals shall be served as often as possible. The sharing of food and beverages (e.g., buffet style meals, snacks) is prohibited, unless individuals are members of the same household. Adequate space will be reserved for students, faculty, and staff to observe social distancing while eating meals. Serving and eating areas will be cleaned and sanitized between groups.

Meals Offsite/Designated pick-up sites and hours, akin to the summer meal program, shall be communicated via the district's website and Facebook. Students with allergies will be served meals that are appropriate for their medical needs. Meals will not be delivered to homes.

Athletics

The fall season of interscholastic athletics is scheduled to take place with limited restrictions. Indoor sporting events must follow the school day guidelines. Therefore, all students participating in indoor interscholastic sports must wear masks and fans must wear masks and socially distance. There will be no mask requirement for students participating in outdoor athletic contests at this time. Fans at outdoor events are asked to socially distance, where possible. All restrictions are subject to change based on local COVID-19 transmission rates.

Teaching and Learning

The Gouverneur Central School District will be providing full-time in-person instruction during the 2021 – 2022 school year. As a result, a fully remote option for instruction will not be available to students.

Should a student or teacher be placed in isolation or mandatory quarantine by the Public Health Department, they will be able to log on to classroom instruction with their District issued device. *This synchronized learning method of instruction will be limited to Covid related quarantines.* For example, if a student is ill (with an illness other than COVID-19) and unable to attend school on a particular day, they will be considered absent and may make up any missed work upon return to school.

Teachers will intentionally and thoughtfully design instruction to cultivate student engagement, collaboration and discussion in an in-person learning environment. The Elementary School uses a standards based reporting system to evaluate students progress. Middle School and High school use an average based grading system. Regardless of the method of instructional delivery, those systems of student evaluation will remain in place. Students must engage in the learning tasks and assessments in order for teachers to offer feedback to improve student understanding of content and process. That accountability will be enforced.

Should the Gouverneur Central School District have to reevaluate the instructional model due to increased infection rates locally, all families will be notified immediately and students will be required to attend remotely.

School Schedules

Regardless of the instructional model, equity and access must be the priority for all students. In person scheduling decisions must be informed by health and safety standards and the most up to date guidance from the Centers for Disease Prevention and Control (CDC) New York State Department of Health (DOH).

The Gouverneur Central School District’s plan for reopening is focused on prioritizing in-person learning, ensuring substantive daily interaction between teachers and students.

All instruction will continue to be aligned to the New York State Learning Standards. To ensure a high quality learning experience for students a series of protocols have been established including: addressing learning gaps, prioritized curriculum, standards-based instruction and high-value lessons, standards for grading, standard for use of learning management platforms, and professional development to maximize the expertise of instructional professionals.

Assessing student learning gaps or areas of need will be critical. Formative assessment before a unit of instruction to assess student understanding of pre-requisite skills will be common practice. Acknowledging that the typical content in a given grade level or course may need to be adjusted, content will be prioritized to ensure that students receive instruction for the prioritized learning standards, key understandings, and skills necessary for students’ success in future study. Grading practices will follow a standards-based/performance indicator framework designed to provide direct feedback regarding students’ mastery of course content.

Emergency Drills

Each school building will conduct drills on a “staggered” schedule, where classrooms evacuate separately rather than all at once, and appropriate distance is kept between students to the evacuation site. Staggering drills by the classroom minimizes contact of students in hallways, stairwells, and at the evacuation site. Each school will instruct students in emergency drill procedures and protocols. Modifications to Lockdown Drills may include, but are not limited to:

- Conduct lockdown drills in a classroom setting while maintaining social distancing and using masks;
- Conducting lockdown drills on a “staggered” schedule with smaller numbers of students present to maintain social distancing, however each school must be certain that all students are receiving instruction in drill procedures and protocols.

Students will be instructed that if it was an actual emergency that required evacuation or lockdown, the most imminent concern is to get to safety; maintaining social distancing in an actual emergency that requires evacuation or lockdown may not be possible and should not be the first priority.

Attendance & Chronic Absenteeism

Attendance of any school-age student of compulsory age, who resides in the district or is placed by a parent/guardian in another public school district, a charter school, or is placed by a district administrator or the CSE of the school district in educational programs outside the district (such as, another school district, BOCES, approved private in-State or out-of-State school, and State supported school) must be reported in Student Information Repository System (SIRS). To date, the reporting of daily attendance of Prekindergarten students is not required.

Attendance must be reported by any reporting entity that is required to take attendance. Resident students of compulsory age who were not in attendance in a public school, including charter schools, nonpublic school, or approved home schooling program in the current school year must be reported until they exceed compulsory school age, they no longer reside in the district, or the district has documentation that the student has entered another educational program leading to a high school diploma; Students who drop out while still of compulsory school age must be kept on the school attendance register until they exceed compulsory school age or move out of the district.

The Gouverneur Central School District will maintain all student attendance records in the Schoology database. Attendance will be taken daily and by period based on the grade level of the student and student attendance will be reported to the Student Information Repository System (SIRS) as required.

Special Education

The Gouverneur Central School District will work to ensure equity in education for our students with disabilities while keeping the health and safety of our students and staff foremost in our plans. The district will continue to offer a Free and Appropriate Public Education (FAPE) to our students with special needs, as well as continue to provide mandated programs, services and supports as indicated on student Individual Education Plans (IEPs).

District staff and contracted service providers will document all special education services and supports provided to students and families, as well as communications with both students and families.

The Gouverneur Central School District will document the programs and services offered and provided to students with disabilities by maintaining current Individual Education Plans established in conjunction with parents/guardians. Committee on Special Education and Committee on Preschool Special Education meetings will be scheduled following NYSED compliance guidelines either virtually or in-person, with appropriate safety protocol adherence, to discuss initial evaluations, reevaluations, Annual Reviews, and Program Reviews in the parent/guardian’s preferred language and mode of communication. CSE meetings will be held virtually (via Zoom) for the 2021-2022 school year. Please contact the CSE office if you would prefer an in-person meeting. All students will be provided their mandated services pursuant to their IEP/504 Plans.

- All providers will be assigned a caseload of students.
- Students will be scheduled into the appropriate self-contained, Integrated Co-Teaching and Resource Room classes.
- Staff will read student IEPs/504 Plans for students on their roster to ensure the provision of mandated services, accommodations and modifications.
- Educators and providers will collect data, whether in person or remotely to track progress toward attainment of IEP goals.
- Progress Reports will be issued at least as often as report cards.
- Service accountability will be provided for all Special Education/504 Students.
- Instruction will focus on direct teaching and guided instruction with ongoing assessment and ongoing feedback for students and families.
- Specific hours/minutes per week will be established and schedules clearly communicated to students and families.

The Gouverneur Central School District will continue to collaborate with special education program providers, for students served through the Committee on Preschool Special Education and the Committee on Special Education, to ensure a consistency and appropriateness of provision is maintained. All providers will be participating in CSE/CPSE meetings, documenting student service provision and student/family communications. The District’s Committee on Preschool Special Education and Committee on Special Education will work closely with St. Lawrence-Lewis BOCES, Jefferson-Lewis BOCES, and additional contracted service providers to maintain mandated services, for both the school age and preschool special education populations, that will allow for continuation of service provision for all learning environments.

Social Emotional Well-Being

The Gouverneur Central School District recognizes that the social emotional well-being of our students and staff during these challenging times is critically important. The district has developed a network of mental health supports, resources and referrals to address mental health, behavioral, and emotional needs of students, faculty, and staff when school reopens for full-time in-person instruction.

This has been developed by an ad-hoc advisory council that involves school building and/or district leaders, community-based service providers, certified school counselors, and other pupil personnel service providers. The SEL/Mental Health Reopening Committee formulated the comprehensive development of a student focused social emotional well-being plan, including culturally-responsive instruction. The district shall continue to provide professional development opportunities and talking points 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 support for developing coping and resiliency skills for students, faculty, and staff.

[GCSD K-12 Counseling Plan](#)
[GCSD Poverty & Trauma Team](#)
[GCSD McKinney-Vento Plan](#)
[Shared Decision Making Team](#)

The district has developed a network of [Mental Health Supports](#),resources and referrals to address mental health, behavioral, and emotional needs of students, faculty, and staff when school reopens for in-person instruction. The advisory council formulated the comprehensive development of a student focused social emotional well-being plan, including culturally-responsive instruction.

The district shall continue to provide professional development opportunities and talking points 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 support for developing coping and resiliency skills for students, faculty, and staff.

Bilingual Education & World Languages

The Gouverneur Central School District 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 the 2019-20 and 2020-21 school years, as well as all students who enroll during summer of 2021 and during the first 20 school days of the 2021-22 school year.

After this 20 day flexibility period, identification of ELLs must resume for all students within required 10 school days of initial enrollment as required by Commissioner’s Regulations Part 154. The full time ENL teacher is responsible for the identification of those students qualifying for support. The ENL teacher will provide the required instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.

Former ELLs at the Commanding level of proficiency within two years of exiting ELL status are to continue receiving Former ELL services in the form of Integrated ENL or other Former ELL services approved by the Commissioner under Part 154-2.3(h) during in-person or hybrid learning. The ENL teacher will collaborate with the classroom teacher to create a schedule that allows full support for all ELL students. Classroom teachers and the ENL teacher will maintain regular communication with parents/guardians of ELLs to ensure that they are engaged in their children’s education during the reopening process, and provide all communications for parents/guardians of ELLs in their preferred language and mode of communication. All teachers will maintain a log of student and family contact.

All ELL students will receive the appropriate number of minutes of instructional support whether in a virtual or face to face delivery model.

- The ENL teacher will create a schedule that allows students to work with her that exceeds the number of required minutes of support.
- The ENL teacher will meet with the Assistant Superintendent to evaluate the structure of the schedule.

ELL students will improve their English Language proficiency in reading, writing, listening and speaking.

- The ENL and classroom teacher will analyze student performance on the selected assessments to ascertain student growth and identify strengths and areas of weakness.
- The ENL teacher will meet with the Assistant Superintendent to evaluate student progress as measured by the rubrics for English Language proficiency.
- The ENL teacher will analyze student performance on the NYSESLAT to identify student growth.

Digital Equity and Access

Sufficient access to a computing device and high-speed internet broadband is essential for education equity.

The Gouverneur Central School District will once again survey student families to ascertain whether they have access to reliable high speed internet. All students in Kindergarten through 12th grade will be issued a Chromebook and charger and will be permitted to transport them between home and school if necessary. For those students without access to Wi-Fi will be issued a Kajeet hotspot with enough data to complete instructional learning tasks.

The district will provide multiple ways for students to participate in learning and demonstrate mastery of learning standards if school should be closed due to high infection rates.

- Students in grades K-3 will use Seesaw as the main learning platform.
- Students in grades 4-12 will use Google Classroom as the main learning platform.
- The district has purchased software, such as Peardeck and EdPuzzle that allows teachers to deliver instruction.
- The district has purchased screen recording software (Screencastify and WeVideo) to allow teachers to offer flipped learning opportunities.

The district is offering summer professional development for teachers with regard to using technology. Resources are placed in a Google Classroom class for teachers to access.

Communication/Family and Community Engagement

The priority of the Gouverneur Central School District is the health and safety of all students, parents, staff and community members. This plan is being implemented with the understanding that information concerning COVID- 19 will be constantly monitored and the plan shall be updated as appropriate.

The school and/or district developed a communications plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.

Public Communications

To ensure regular and informational communications with the public, the Gouverneur Central School District will implement the following methods of communication:

Communication Method	Responsible Party
Local TV, radio, and newspapers	Administration
District website	Administration
Social media platforms	Administration
Prominent signage in buildings to promote health & safety guidelines that follow NYSDOH and CDC guidance: <ul style="list-style-type: none"> • Printed signs • Digital signage • Vinyl decals on floors, as needed 	Administration/ Supervisor of Building and Grounds
Meetings	Administration

Families and Students

All public communications methods outlined above may be used by the Gouverneur Central School District, in addition to:

Communication Method	Responsible Party
One Call Now	Administration/CIO
Emails to parents/guardians	Administration/Teachers
Letters	Administration
Social media platforms	Administration

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All District Staff

All communications methods outlined above may be used by the Gouverneur Central School District, in addition to:

Communication Method	Responsible Party	Frequency
Gouverneur Central School District all-staff email list	Administration/Support Staff	As needed
Newsletters (print and digital)	Administration	As needed
OneCallNow	Administration/CIO	As needed
Direct supervisor communications (phone calls and texts)	Administration/CIO	As needed
Letters home, if necessary	Administration	As needed
Staff meetings	Administration	As needed
Shared Documents	Administration	Ongoing

The school district will ensure all students and staff are taught or trained how to follow COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, physical distancing, and respiratory hygiene.

Training and timelines for training are provided in the following ways:

- The staff training will be completed prior to students returning to school for the 2021-2022 school year. The training will include all of the above through the Vector Training system used by the school and face-to-face training delivered by the school nursing staff under the supervision of the head nurse.
- 1:1 staff training with each school nurse regarding the use of PPE, hand hygiene, and any other tools implemented to keep students and staff safe.
- Training/education by the nursing staff under the supervision of the head nurse on physical distancing, proper hand washing, respiratory protection and proper face covering will be completed by every student.

The Gouverneur Central School District will encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and/or DOH guidance regarding the use of PPE, specifically acceptable face coverings, and physical distancing.

Additionally, the Gouverneur Central School District provides copies of this document in the language(s) spoken at home among families and throughout the school community: Spanish, Chinese, etc.. To request copies of this document in other languages or to request written plans accessible to those with visual and/or hearing impairments, contact Jacquelyn Kelly, Superintendent, at kelly.jackie@gcsk12.org or (315)287-4870.

The Gouverneur Central School District provides regular updates about safety, scheduling, and all other information of which families should be aware on the Gouverneur Central School District website, on the District Facebook Page and through One Call Now. The

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District will solicit family feedback in an ongoing effort to identify and address needs and concerns.

The Gouverneur Central School District also has a COVID-19 hotline which you can access by calling (315)287-1902 and asking to speak to Bev Martin, Head Nurse about COVID-19.

Up to the minute information about COVID-19 can be found on our COVID-19 website here: <http://www.gcsk12.org/covid/reopening/>

All other concerns may be directed to our Head Nurse Bev Martin at (315)287-1902 or martin.beverly@gcsk12.org

She can answer questions regarding COVID-19 from:

- Students
- Faculty
- Staff
- Parents/Legal guardians
- Community members