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# Gouverneur Central School District's Reopening Plan 2020-2021



#LearningMatters

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# Gouverneur Central School District's Reopening Plan 2020-2021



Greetings to all Wildcat parents, families, scholars and employees:

Let me begin by stating the obvious – I never thought I would be tasked with opening school and creating an educational plan during a pandemic. In all the conversations to begin establishing our structure for next year, it is so very important for everyone to know and accept that our guiding principle will not waiver, our decisions will be based on keeping all people safe. This is a tall order and will create situations that are inconvenient and may not meet the exact needs of all families. In balancing all the needs and external constraints, I would ask that people keep in mind this thought, “They did the best they could with the information, resources and demands they had at the time the decision had to be made.” Our plan is a living document, and if we are faced with new information we will adjust accordingly.

We are building the foundation of our program on guidelines, rules, expectations and demands that fluctuate on a frequent basis. The only constant we have is change! We have one guiding principle; keeping everyone safe while adhering to all Executive Orders, New York State Department of Health Orders, and New York State Department of Education Standards.

We worry about the health and well-being of our students, families, teachers and staff. We also understand that our school is critically important for the emotional, social and intellectual development of our scholars and the stability and support our programs provide for our families and in particular our working families.

A survey will go out asking about choices each family will have to make as it relates to transportation, internet access, childcare and much more. Please take the time to complete any survey that comes to you as it will provide valuable direct feedback that will impact our planning over the next four weeks.

We will make a decision, a choice that will most likely be debated by many. Once we know what the regional numbers tell Governor Cuomo, he will make a decision on whether we can proceed with one of our plans. We will continue to work tirelessly to create the safest environment possible for everyone. Things will be different this coming year but there is always one constant, we will do everything we can for our Gouverneur Wildcats! We are a family.

Take care, stay safe and be well!

Sincerely,

Lauren F. French  
Superintendent of Schools

# DISTRICT INFORMATION

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**Superintendent:** Ms. Lauren French [french.lauren@gcsk12.org](mailto:french.lauren@gcsk12.org) (315) 287-4870

**School Safety Officer:** Ms. Bev Martin, Head Nurse [martin.beverly@gcsk12.org](mailto:martin.beverly@gcsk12.org) (315-276-9159)

## Building Principals:

**High School:** Mr. Cory Wood [wood.cory@gcsk12.org](mailto:wood.cory@gcsk12.org) (315-287-1900)

**Middle School:** Ms. Jessica Sullivan [sullivan.jessica@gcsk12.org](mailto:sullivan.jessica@gcsk12.org) (315-287-1903)

**Elementary School:** Ms. Charity Zawatski [zawatski.charity@gcsk12.org](mailto:zawatski.charity@gcsk12.org) (315-287-2260)

## Central Office:

**Business Manager:** Ms. Carol LaSala [lasala.carol@gcsk12.org](mailto:lasala.carol@gcsk12.org) (315) 287-4870

**Chief Information Officer:** Ms. Shannon Mattice [mattice.shannon@gcsk12.org](mailto:mattice.shannon@gcsk12.org) (315) 287-4870

**Chair of Committee on Special Education:** Ms. Robyn Knowlton [knowlton.robyn@gcsk12.org](mailto:knowlton.robyn@gcsk12.org) (315) 287-4870

**Assistant Superintendent:** Dr. Donna Runner [runner.donna@gcsk12.org](mailto:runner.donna@gcsk12.org) (315) 287-4870

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## Communication/Family & Community Engagement

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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.

# Communication/Family & Community Engagement Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



### *Public Communications*

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

<i>Communication Method</i>	<i>Responsible Party</i>
Local TV, radio, and newspapers	Administration
District website - dedicated page for reopening	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"><li>● Printed signs</li><li>● Digital signage</li><li>● Vinyl decals on floors, as needed</li></ul>	Administration and Supervisor of Building and Grounds
Town Hall Events, Meetings, Webinars	Administration

# Communication/Family & Community Engagement Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



### *Parents/Guardians and Students*

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

<i>Communication Method</i>	<i>Responsible Party</i>
One Call Now	Chief Information Officer (CIO)
Remind	Administration and Teachers
Emails to parents/guardians	Administration and Teachers
Letters sent home from Administration	Administration

## Communication/Family & Community Engagement Cont.

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### Gouverneur Central School District's Reopening Plan 2020-2021



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

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

- The training will be completed prior to students returning to school for the 2020-2021 school year. The training will include all of the above through Safe Schools 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 Personal Protective Equipment, (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 social distancing, proper hand washing, respiratory protection and proper face covering will be completed by and acknowledged by every student. The parent/guardian shall also acknowledge the student has completed this education.



## Communication/Family & Community Engagement Cont.

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### Gouverneur Central School District's Reopening Plan 2020-2021



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 DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained. [CDC: K-12 Schools and Child Care Programs FAQs](#) [DOH: Interim Guidance for In-Person Instruction at PreK to 12 Schools](#).

Additionally, 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. To request copies of this document in other languages or to request written plans accessible to those with visual and/or hearing impairments, contact Donna Runner, Assistant Superintendent, at [runner.donna@gcsk12.org](mailto:runner.donna@gcsk12.org) or (315) 287-4870.

Gouverneur Central School District provides regular updates about safety, scheduling, and all other information families should be aware of on the Gouverneur Central School District website, on the District Facebook Page and through One Call Now. The District will solicit family feedback in an ongoing effort to identify and address needs and concerns.

# Communication/Family & Community Engagement Cont.

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

Gouverneur Central School District has a COVID-19 hotline which you can access by calling (315-276-9159) and asking to speak to Ms. Bev Martin, Head Nurse and School Safety Officer, about COVID-19. You may also reach her through email at [martin.beverly@gcsk12.org](mailto:martin.beverly@gcsk12.org)

She can answer questions regarding COVID-19 from:

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

# Health and Safety

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## Gouverneur Central School District's Reopening Plan 2020-2021



Gouverneur Central School District will open with the model set in place to maintain proper social distancing while students are being transported and while students are within their assigned buildings. A process will be implemented for arrival and dismissal to maintain social distancing and the safety of students and staff. This process will be shared with students, parents and guardians.

Gouverneur Central School District will provide PPE (including face covering) to all staff and students.

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.

# Health and Safety Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



With frequent consultation with the St. Lawrence County Public Health department, the District initiated participation in regional and local planning. After gaining input through surveys of students, staff and families and specific training for administrators, the District formed nine subcommittees. Numerous stakeholder groups were consulted and engaged in the planning process for the reopening plan. The ReOpening Committee consisted of representatives from 9 sub committees. The nine sub committees are:

- Teaching and Learning
- Health & Safety
- Transportation, Facilities, Nutrition and Athletics
- Technology Digital Access and Equity
- Continuity of Instruction
- Special Education/CTE
- Mental Health
- Budget and Fiscal Management
- Human Resources and Communication

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# Health and Safety Cont.

## Committee Members

**St. Lawrence County Public Health Department: 315-386-2325**

### Regional Reopening Committee:

- Tom Burns: SLL BOCES Superintendent
- SLL BOCES Directors
- District Superintendents from all 18 component districts

### Gouverneur Central Reopening Committee

- |  |   |
|--|---|
| • Lauren French - Superintendent                         | • Iva Walrath - First Student                           |
| • Donna Runner - Assistant Superintendent                | • Cory Wood - High School Principal                     |
| • Carol LaSala - Business Manager                        | • Chris Marshall - Athletic Director/Dean               |
| • Harold Simmons - Director of Facilities/Transportation | • Jessica Sullivan - Middle School Principal            |
| • David Fenlong - BOE President                          | • Angela Calkins - Assistant Middle School Principal    |
| • Laura Spicer - BOE Member                              | • Charity Zawatski - Elementary Principal               |
| • Shannon Mattice - Chief Information Officer            | • Beverly Martin - Head Nurse                           |
| • Christine Bristol - Director of Food Service           | • Robyn Knowlton - CSE/ CPSE Chairperson                |
| • Kelley Moore - First Student                           | • Stephanie Plaisted - Integrated Technology Specialist |
|  | • Mark Dailey -GTA President                            |

Continued on next page

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety Cont.

### Gouverneur Central Reopening Committee Cont.

- Sarah Wood - Secondary Teacher
- Shawn Cummings - Secondary Teacher
- Evelyn Barton - Secondary Teacher
- Kristin Brown - LCSW
- Christie Warren - LCSW
- Mandi Sanchez - ELL Teacher
- Amber Ormasen - Middle School Art
- Sarah Stedman - Middle School Music
- Nick Costa - Middle School Teacher
- Marie Moore - Teaching Assistant
- Roland Houghton - Buildings and Grounds
- Danelle Foster - Elementary Art
- Kelly Ayen - Elementary Teacher
- Leah Card - Elementary Library
- Gina Taylor - Middle School Teacher
- Pam Mahay - GTA Vice President
- Steve Besaw - GSRPU - President
- Lisa Dunkelberg - Secondary Teacher
- Betty Hall - Music Teacher
- Monica Scott - Counselor
- Beverly Phelps - Elementary Teacher
- Debra Andrews - Secondary Teacher
- Mike Bason - Secondary Teacher
- Heather Parker - Secondary Teacher Special Education
- Barbara Gauthier - Middle School Teacher Special Education
- Gina Caldwell - Middle School Teacher Special Education
- Christine Cognetti - Middle School Teacher
- Paula Bates - Elementary Reading
- Lauren Correa - Teaching Assistant
- Jordyn Lynde - Elementary Teacher
- Shelley Burnham - Elementary Teacher
- Patricia Williams - Elementary Teacher
- Carrie Hartle - Elementary Teacher
- Lindsey Carvel - Elementary Teacher
- Brittany Schermerhorn - Elementary Teacher Special Education
- Meagan Dupuis-Fregoe - Elementary Teacher Special Education
- Rachel Curry - Middle School Teacher
- Heather Delity - Middle School STEM Teacher

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After a participant shared their thoughts, they were encouraged to rate at least 30 of the thoughts submitted by other participants. This way, the thoughts that resonated with the most participants would rise to the top.

Participant group: **Gouverneur Central School District**

What concerns, questions, or ideas should we consider when planning to reopen schools?

Participant group	Participants	Thoughts	Ratings
326 Participants	158 Participants shared thoughts	261 Participants rated thoughts	229 Participants explored thoughts
365 Thoughts	48%	80%	70%
6,784 Ratings			



# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Daily Health and Temperature Screenings

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Gouverneur Central School District has a 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.

We are utilizing temperature checks for students that are transported by the bus for morning screenings and for tracking purposes. We have educated parents through the Code of Conduct regarding s/s of when not to send students to school and to communicate symptoms of concern with the Health Office. This platform also utilizes temperature checks at building entrances for drop off/walking students.

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.

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



# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Daily Health and Temperature Screenings Cont.

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Gouverneur Central School District requires all visitors, guests, contractors, and vendors entering the school to follow all Gouverneur Central School District health screening guidelines. Temperature checks along with COVID symptom questionnaire will be completed. People with a positive screening shall not be permitted in the building.

Gouverneur Central School District provides instructions for parents/guardians to observe for signs of illness in their child that require staying home from school. Any student or staff member with a fever of 100.0 or greater OR symptoms of possible COVID-19 virus infection should not be present at school. Covid symptoms consist of fever, shortness of breath, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, vomiting, and/or diarrhea.

Gouverneur Central School District provides signage to instruct staff and students in correct hand and respiratory hygiene.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Hand Hygiene Plan

Gouverneur Central School District will build in staggered hand washing times for students and staff. We have also increased hand hygiene to include:

- 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)
- We provide hand sanitizer throughout common areas (cafeteria), building entries, halls outside of gymnasiums and use touch free dispensers when able;
- We have signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; and
- Any staff or student unable to use hand sanitizer are permitted to wash their hands with soap and water.

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; and
- Promotion of proper hand washing before meals, after recess or physical education, before and after removing PPE, and other times, as appropriate.

# Health and Safety: Hygiene Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



All students and staff should wash hands, as follows:

- 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 coming in from outdoors; and
- Anytime hands are visibly soiled.

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## Health and Safety: Respiratory Hygiene Plan

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- All students and staff should cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately. Gouverneur Central School District provides tissues in each classroom and common areas.
- No touch or floor pedal trash receptacles are available in each room 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.

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## Health and Safety: Social Distancing Plan

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Gouverneur Central School District defines social distancing as keeping a six foot space between yourself and others.

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 our district is taking are listed below:

- The size of groups/cohorts of students are determined by the number of students who can be in each classroom while maintaining 6 feet social distancing.
- 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.

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



***Elementary School Bus Arrival***--School administration or staff will be stationed at entry points throughout the elementary school to remind students to wear face coverings prior to entering campus. In instances where reusable masks are left at home, a disposable mask will be provided for the day. Arrival and dismissal times will be staggered to minimize crowding

- Grades 1-2 -Bus arrival (Assertion Blvd. Hallway doors)
- Grades 3-4 Bus arrival (Responsibility Hallway doors)
- Grades UPK & K-Bus arrival (Empathy Hallway doors)

***Elementary School Bus Dismissal***-. Dismissal will be staggered to limit exposure of different groups/cohorts of students. Dismissal will allow for social distancing where possible. Students will be supervised by staff throughout dismissal. Students will always be required to wear their face covering during dismissal.

- Grades 1-2 -Bus dismissal (Assertion Blvd. Hallway doors)
- Grades 3-4 & Bus dismissal (Responsibility Hallway doors)
- Grades UPK & K-Bus dismissal (Empathy Hallway doors)

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



***Elementary School Parent Drop Off-*** Parent or caregiver will drop off student curbside at the front circle loop for morning arrival that is supervised by school staff from 8:20a.m. -8:30a.m.. Student(s) will enter the building and walk to the classroom following social distancing and guide markers for directionality.

***Elementary Parent Pick-Up:*** Parent or caregiver will pull into assigned color parking and remain in their vehicle. Student(s) will be dismissed from the classroom to the waiting area, while remaining socially distanced, until escorted to the curbside delivery safely guided to parents waiting in their vehicle.

***Elementary School Late Arrival and Early Pick Up-*** Parents/guardians picking students up early or dropping students off late will have to wait in the front parking lot, with face covering and call 315-287-2260. Students will be admitted to school unaccompanied or dismissed to their parent(s)/ caregiver at the parking lot.

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



***Middle School Bus Arrival--***School administration or staff will be stationed at entry points throughout the middle school to remind students to wear face coverings prior to entering campus. In instances where reusable masks are left at home, a disposable mask will be provided for the day. Arrival and dismissal time will be staggered to minimize crowding.

- 5th and 6th grade-Bus arrival(5th Grade Hallway)
- 7th and 8th grade-Bus arrival (8th Grade Hallway)

***Middle School Bus Dismissal-*** Dismissal will be staggered to limit exposure of different groups/cohorts of students. Dismissal will allow for social distancing where possible. Students will be supervised by staff throughout dismissal. Students will always be required to wear their face covering during dismissal.

- 5th grade-Bus dismissal (5th Grade Hallway)
- 6th grade-Bus dismissal (6th Grade Hallway)
- 7th grade-Bus dismissal (7th Grade Hallway)
- 8th grade-Bus dismissal (8th Grade Hallway)



# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



***Middle School Parent Pick-Up and Drop Off-*** Students that are dropped off and picked up by parents will enter through the front door of the middle school. Student drop off will begin at 7:45.

***Middle School Late Arrival and Early Pick Up-*** Parents/guardians picking students up early or dropping students off late will have to wait in the front circle, with face covering and call 315-287-1903. Students will be admitted to school or escorted to the parent.

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## Health and Safety: Social Distancing Plan Cont.

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***High School Bus Arrival***-School administration or staff will be stationed at entry points throughout the high school to remind students to wear face coverings prior to entering campus. In instances where reusable masks are left at home, a disposable mask will be provided for the day. Arrival and dismissal time will be staggered to minimize crowding. Bus number and/or animal designation will be dropped off at the following entrances:

- Pool entrance
- Canopy entrance

***High School Bus Dismissal***-Dismissal will be staggered to limit exposure of different groups/cohorts of students. Dismissal will allow for social distancing where possible. Students will be supervised by staff throughout dismissal. Students will always be required to wear their face covering during dismissal. Students will exit the building and access their busses based upon the location of the bus by number and/or animal designation.

- Pool entrance
- Canopy entrance

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



***High School Parent Pick-Up and Drop Off-*** Students being dropped off and picked up by parents will be dropped off at the Canopy entrance after 7:30am.

***High School Late Arrival and Early Pick Up-*** Parents/guardians picking students up early or dropping students off late will have to park and wait in front of the High School Building near the Canopy, , with face covering and call 315-287-1289. Students will be admitted to school or escorted to the parent.

***High School Student Drivers*** - Student drivers who have permission to drive to school will park in the Senior High Parking Lot and may enter the building via the Senior Hall entrance or Canopy entrance.

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



### Special Areas:

**Elementary:** Special Areas teachers will push into the designated or assigned classroom and provide instruction within the general education location. Physical Education will be outdoors (*weather permitting*) to provide adequate spacing and social distancing for activity. In the case that PE is in the classroom, the physical education teacher will provide appropriate instruction for the space, with respect to the distance and physical activity delivery.

**Middle School-**The middle school will minimize the movement of students. This potentially means having students eat lunch in their classroom instead of the cafeteria and eliminating assemblies, field trips and other large-group activities. Special-area subjects (e.g., art, music, physical education) may be delivered in the classroom. Whenever possible, students will utilize outside space for physical education instruction. We will adhere to 12 feet between students when engaging in physical activity, singing or playing in band. To the extent possible, students will remain in small cohorts if/when leaving the classroom, such as for recess or any necessary transition, so as to reduce their exposure to additional students.

# Health and Safety: Social Distancing Plan Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



**High School:** Physical Education will be outdoors (*weather permitting*) to provide adequate spacing and social distancing for activity. PE, when necessary, will use the following areas that will provide adequate social distancing: Main Gym, Aux Gym, and Life Fitness room. Main Gym may also be divided into two areas by employing the center door. Music will use the auditorium and the Aux gym for band to increase social distancing.

### **Other Considerations:**

- Staggered Restroom Plan-Class changes, dismissals and restroom use will be staggered when possible, to enforce social distancing and prevent hallway congregating.
- Gouverneur Central School District will turn student seating to face the same direction in rooms where possible.
- Gouverneur Central School District will open windows where possible to improve ventilation.
- Gouverneur Central School District will keep individual student belongings separated, limit use of shared supplies to one group of students and clean between use by cohorts of students.
- To every extent possible, use digital options.

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## Health and Safety: Restricted Areas

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Gouverneur Central School District restricts the use of classrooms and other places where students, faculty, and staff gather (e.g., lockers, cubbies, entryways, hallways), so that individuals can be socially distanced. We are limiting 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;

Gouverneur Central School District will utilize playgrounds when proper safeguards are in place. In elementary school settings, we are staggering playground use rather than allowing multiple classes to play together. We will have students wash hands before and after touching play structures and keep 6 feet of space from other children as much as possible.

We have ensured that a distance of twelve feet in all directions is maintained between individuals while participating in activities that require projecting the voice (e.g., singing), playing a wind instrument, or aerobic activity.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Restricted Areas Cont.

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We are postponing and waiting for NYSED Guidance regarding:

- Convocation of full staff for opening of schools
- Sports
- Middle school extracurricular clubs (Robotics, History Club, Chess Club)
- Middle school activity nights
- After School Extended Day or Title 1 Tutoring
- Elementary Extracurricular Clubs (Robotics, Mentor Groups, Kiwanis Kids, Boomerang Club)
- Parent and Family Engagement Events
- Outside Organizations
- District committees
- Extracurricular clubs and committees
- Field Trips

We are limiting visitors in the following manner.

- Limit access to visitors and volunteers to appointment only and principal approval
- A request must be made 24 hours in advance.
- Administrators will establish protocols for greeting visitors and the use of screenings and temperature checks.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Restricted Areas Cont.

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Gouverneur Central School District provides accommodations to students in the school community who are medically vulnerable or in high-risk groups.

- We will provide the option of remote instruction.
- For families with special needs or students who are medically fragile and may not be able to maintain social distancing, hand or respiratory hygiene, or wear a face covering or mask: It is important for parents/ guardians to work with their child's healthcare providers so that an informed decision can be made on how best to meet the child's needs at school while protecting their health and safety. Please contact Bev Martin [martin.beverly@gcsk12.org](mailto:martin.beverly@gcsk12.org) so we can coordinate accommodations for your child.

We will coordinate with:

- school health services personnel
- special education personnel
- pupil personnel services and
- administration



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## Health and Safety: Restricted Areas Cont.

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Gouverneur Central School District follows OSHA COVID-19 guidance for its employees along with the guidance put forth by the CDC in partnership with our local health department.

Gouverneur Central School District is ensuring that we have adequate supplies of PPE by working through cooperative purchases through our BOCES and collaborating with our local health department.

Gouverneur Central School District requires all individuals in school facilities and on school grounds to put on a face covering.

- Whenever they are within 6 feet of someone
- In hallways;
- In restrooms; and
- In other congregate settings, including buses.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Restricted Areas Cont.

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Gouverneur Central School District provides acceptable face covering to employees (and students if they forget their own) and we have an adequate supply in case of need for replacement per Executive Order 202.16.

Gouverneur Central School District does allow employees to wear their own acceptable face covering. For employees with healthcare provider documentation stating they are not medically able to tolerate face covering, we cannot be required to do so.

Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Teachers will implement scheduled breaks for students to remove their masks in a safe manner.

Face coverings should not be placed on:

- Children younger than 2 years old;
- Students where such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction;
- Anyone who has trouble breathing or is unconscious; or
- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.

# Health and Safety: Restricted Areas Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



Gouverneur Central School District provides instructions to all students, parents/guardians and staff, contractors and vendors on:

- The proper way to wear face coverings;
- Washing hands before putting on and after removing their face covering;
- Proper way to discard disposable face coverings;
- The importance of routine cleaning of reusable face coverings; and
- Face coverings are for individual use only and should not be shared.

These instructions are shared on the district website, posted in public locations and bathrooms as well as delivered orally to students and staff through direct training opportunities.

Please note: Students and staff may use alternate PPE (i.e., face coverings that are transparent at or around the mouth) for instruction or interventions that require visualization of the movement of the lips and/or mouths (e.g., speech therapy). These alternate coverings may also be used for certain students (e.g., hearing impaired) who benefit from being able to see more of the face of the staff member. The district is seeking to purchase these alternative coverings as needed.

Gouverneur Central School District is ensuring we have adequate supplies of PPE by working through cooperative purchases through our BOCES and collaborating with our local health department.

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## Health and Safety: Restricted Areas Cont.

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Gouverneur Central School District requires that students and staff with symptoms of illness be sent to the health office. The school nurse is available to 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 follows Education Law § 906, which provides that whenever a student in the public schools shows symptoms of any communicable or infectious disease reportable under the public health law that imposes a significant risk of infection of others in the school, he or she shall be excluded from the school and sent home immediately, in a safe and proper conveyance. The director of school health services shall immediately notify a local public health agency of any disease reportable under the public health law<sup>7</sup>.

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## Health and Safety: Restricted Areas Cont.

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Effective February 1, 2020, the 2019-Novel Coronavirus was added to the Public Health Law as a significant threat to the public health, and the NYS Commissioner of Health designated 2019-Novel Coronavirus as a communicable disease under 10 NYCRR Section 2.1 direction or referral of such director, may make such evaluations of teachers and any other school employees, school buildings and premises as, in their discretion, they may deem necessary to protect the health of the students and staff.

Gouverneur Central School District requires school staff immediately report any illness of students or staff to the school nurse. Staff must report COVID symptoms or concerns to Bev Martin, Head of Health Services. Such reports are made in compliance with HIPPA/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 6 feet.

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## Health and Safety: Restricted Areas Cont.

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.
- 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,

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Restricted Areas Cont.

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, COVID response team, or the local department of health. Students with any signs/symptoms of COVID will require a negative COVID test and a Physician's release to return to school.
- 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 is 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

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## Health and Safety: Restricted Areas Cont.

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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

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.



# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Return to School After Illness

### School Algorithm Flow Chart

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. They must have documentation of a Negative Covid Test AND a Physician's release to return to school/work.
- If they have been diagnosed with another condition with a healthcare provider's written note stating they are clear to return to school AND a negative COVID test.
- 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); and
  - It has been at least three days since the individual's symptoms improved, including cough and shortness of breath

# Health and Safety: COVID 19 Testing

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Gouverneur Central School District complies with CDC guidance and we do not conduct COVID-19 testing or require testing or antibody testing of students or staff members. The decision of whether a test needs to be conducted should be determined by a healthcare provider or the local department of health.

If you need a COVID-19 test please contact Bev Martin, Head of Health Services at 315-276-9159, who will assist in coordinating testing with the local Public Health Department.

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## Health and Safety: Contact Tracing

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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 and seating charts are up to date;
- Keeping a log of any visitors which includes date, time and where in the school they visited; and
- 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.

School staff should not try to determine who is to be excluded from school based on contact without guidance and direction from the local department of health.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: Contact Tracing Cont.

Gouverneur Central School District collaborates with our local health department to determine the parameters, conditions or metrics (e.g., increased absenteeism or increased illness in school community) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.

Gouverneur Central School District administrators will consider closing school if absentee rates impact the ability of the school to operate safely. Gouverneur Central School District may choose to modify operations prior to closing to help mitigate a rise in cases.

Gouverneur Central School District will consult our medical director and/or the local department of health when making such decisions.

The district is scheduling additional employees to do additional cleaning during the day while students are in the building. All employees will be trained in the proper cleaning and disinfecting protocol.

Gouverneur Central School District follows the CDC provides Reopening Guidance for Cleaning and Disinfection with specific guidance for schools along with the Cleaning and Disinfection Decision Tool to aid in determining what level of cleaning and/or disinfection is necessary.

Gouverneur Central School District cleaning includes classrooms, restrooms, cafeterias, libraries, offices, hallways, playgrounds, and busses.

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## Health and Safety: Contact Tracing Cont.

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

- Keep accurate attendance records of students and staff members;
- Ensuring student schedules are up to date;
- Perform normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure;
- Provide disinfection using US Environmental Protection Agency (EPA)-approved disinfectants against COVID-19.
- Provide frequent disinfection of surfaces and objects touched by multiple people;
- We will keep all disinfectants out of the reach of children;
- All areas of the District will be cleaned and Disinfected daily. High Touch areas in the buildings will be cleaned multiple times throughout the day.
- Gouverneur Central School District will maintain logs that include the date, time, and scope of cleaning and disinfection in a facility or area.

# Health and Safety: Contact Tracing Cont.

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## Gouverneur Central School District's Reopening Plan 2020-2021



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; and
- 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. For clean up after food is consumed, and for incidental spills, soap and water will be used.

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## Health and Safety: Contact Tracing Cont.

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Cleaning will be done in the off hours of students except for high touch areas. Ventilation filters are changed every 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.

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.

# Health and Safety: School Health Office Cleaning

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## Gouverneur Central School District's Reopening Plan 2020-2021



School health office cleaning must occur after each use of:

- Cots;
- Bathroom; and
- Health office equipment (e.g. blood pressure cuffs, otoscopes, stethoscopes, etc.) should be cleaned following manufacturer's directions.

Disposable items should be used as much as possible including:

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



# Gouverneur Central School District's Reopening Plan 2020-2021



## Health and Safety: School Health Office Cleaning Cont.

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Buildings 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. If conducting drills using a modified procedure, it is required that the drill be conducted with all students in the school building on that school day, it may be necessary to do so during a class period that is extended for this purpose; and if schools re-open with a “hybrid” in-person model, such as one where students attend school alternate school weeks to reduce the occupancy of the school building, schools must be certain that all students are receiving instruction in emergency procedures, and participating in drills. Modifications to Lockdown Drills may include, but are not limited to:

- Conduct lockdown drill in 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 schools must be certain that all students are receiving instruction in emergency procedures and participating in drills while they are in attendance in-person; and
- Conduct lockdown drills in the classroom without “hiding”/ “sheltering” but provide an overview of how to shelter or hide in the classroom.

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## Health and Safety: School Health Office Cleaning Cont.

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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.

Currently before and after school programs are on pause until we get further guidance from the CDC about offering those opportunities for students. Once those programs are reopened, the district will require the partners to submit safety plans that follow requirements outlined by the CDC and NYSED.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Facilities

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The Supervisor of Buildings and Grounds ensures compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.

As required by NYS DOH regulation 67-4 our local BOCES does our Lead in Water testing as per NYS regulations.

Gouverneur Central School District purchases Alcohol-based Hand-Rub Dispensers which are installed in any locations are in accordance with FCNYS 2020 Section 5705.5 from NYS Contact vendors.

Our district's reopening plan includes the installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation where needed and ensures the submission of detailed floor plans to OFP for review.

Our district's reopening plan ensures that all new building construction and temporary quarter projects will be submitted to OFP for a full code review.

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## Facilities Cont.

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Gouverneur Central School District is within SED guidelines for minimum standards for existing or altered number of toilet and sink fixtures.

Gouverneur Central School District is within the guidelines of SED standards for one drinking fountain per one hundred occupants.

Gouverneur Central School District's ventilation is engineered to meet SED air turnover rates per hour as per code required ventilation.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Child Nutrition

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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 and students learning remotely. Isolated tables are identified for students with allergies eating in the cafeteria. 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.

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## Child Nutrition Cont.

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The district will routinely clean and disinfect high-touch surfaces including tables, chairs, carts used in transportation, and point-of-service touch pads. Staff will wear single-use gloves when handling or delivering all foods. Staff will wear a disposable apron when handling or delivering foods. Only program staff, custodial staff, and approved volunteers may enter the food program areas. To keep food, students, and staff safe, the district provides, but is not limited to, the following items: food thermometers, alcohol wipes, potholders, hairnets, aprons, staff uniforms (provide their own shoes, no open toe), vinyl gloves, poly-gloves, sink for handwashing, cooking and serving utensils, shield by the registers and approved food safe cleaning supplies.

Each school and/or district reopening plan must include 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.

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## Child Nutrition Cont.

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School meals, complying with Child Nutrition Program requirements, will continue to be available to all students, including those attending school in-person and access provided to those learning remotely at designated sites. Protocols have been established to safely serve meals in accordance with state regulations.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Child Nutrition Cont.

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For students onsite, 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 appropriately socially distanced. The district will ensure social distancing between individuals while eating in the school cafeteria. If not feasible, meals may be served in alternate areas (e.g., classrooms) 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 will be served. 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 / Remote Designated 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.



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## Transportation

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- All buses which are used every day by the district will be cleaned and disinfected once per day.
- High contact areas will be wiped down after each a.m. and p.m. 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 will wear masks while students are loading the busses. Monitors will wear masks during the pickup and drop off of students 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.
- Training and periodic refreshers on the proper use of social distancing will be provided to all school bus drivers and monitors.
- The district's transportation contractor will provide Personal Protective Equipment, 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.

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## Transportation Cont.

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- School bus drivers and monitors are required to wear gloves if they must have direct physical contact with a child.
- All school bus drivers and monitors shall perform a self-health assessment for symptoms of COVID-19 before arriving at work.
- All students will be required to wear a mask on a school bus 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 GCS 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.
- All students will be provided training and periodic reminders on the proper use of social distancing.
- Pupil transportation will be provided to nonpublic and parochial schools and students whose Individualized Education Program have placed them out of district whose schools are meeting or conducting in-person session education when/if the district is not.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Social Emotional Well-Being

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The 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 in-person instruction. This has been done 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](#)

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## Social Emotional Well-Being Cont.

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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.

SEL Plan 2020-2021 School Year

# Gouverneur Central School District's Reopening Plan 2020-2021



## School Schedules

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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 New York State Department of Health.

The district's plan for reopening is focused on prioritizing in-person learning, ensuring substantive daily interaction between teachers and students. This includes, but is not limited to, special education students, English language learners, students experiencing homelessness and students who did not engage in remote learning during the spring of 2020, and students with technology or connectivity needs. Early grades (Pre-K-4) are planned to be on a hybrid schedule with alternating an AA-Remote-BB model rotation. Grades 5-12 are planned to attend in a hybrid model, with alternating an AA-Remote-BB model rotation. Remote learning options for vulnerable populations will also be available. The plan serves to provide clear opportunities for equitable instruction for all students; ensuring continuity of learning regardless of the instructional model used; providing standards-based instruction; and clearly communicating information about instructional plans with parents and guardians. 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.

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## School Schedules Cont.

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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 student mastery of course content.

# Gouverneur Central School District's Reopening Plan 2020-2021



## School Schedules: In-Person Learning

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Instruction is planned to be onsite using a hybrid model rotation with the goal being to maximize face to face contact while in person and supporting at a distance with remote learning. Upon reopening, the number of students in each classroom will be reduced to adhere to CDC guidance regarding proper social distancing. Classroom capacity, primarily the number of desks in classrooms has been assessed and measured to accommodate students based on CDC recommendations. Accommodating for social distancing will necessitate the identification of additional rooms and common-area spaces that can be converted into classrooms. The goal is to maximize contact time with two-day in person intentionally planned instruction. Synchronous and asynchronous instruction through the use of technology may be integrated to accommodate the expanded number of classrooms needed to ensure social distancing. To the extent possible, students will remain in small cohorts if/when leaving the classroom, such as for recess or any necessary transition, so as to reduce their exposure to additional students. Information on school schedules will be distributed by the respective principals prior to the official start of school.

# School Schedules: Hybrid Learning - Grades PreK-12

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## Gouverneur Central School District's Reopening Plan 2020-2021



Grades PreK-12 are scheduled to attend school in a Hybrid Alternate Day Schedule with both in person and remote learning. Students are assigned by last name with A-K attending in person learning on AA days and L-Z attending in person learning on BB days. The alternate days are remote learning. Due to the large number of students in a single building, this approach is consistent with public health recommendation, in that it:

- Reduces transitions of students
- Lends to less daily contact exposure for teachers/students (contact tracing ability)
- Provides for fewer students in each classroom space each day - social distancing
- Establishes more of a cohort approach
- Provides opportunities for in-person, positive relationship building, social emotional learning and mental health supports
- Provides the ability to pivot from hybrid to remote as warranted. The goal is to maximize contact time between students and teachers.



# School Schedules: Hybrid Learning - Grades PreK-12

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## Gouverneur Central School District's Reopening Plan 2020-2021



Synchronous and asynchronous use of technology will be integrated to accommodate the expanded number of classrooms needed to ensure social distancing. The predominant focus will be students being in attendance (period by period tracking), the quality of the learning experience, instructional delivery, and assessment of learning. Capacity shall be provided for employees to deliver remote services from an on-site location when warranted. Accommodating for social distancing will necessitate the identification of additional rooms and common area spaces that can be converted into classrooms. Due to social distancing requirements, large assemblies, field trips and other large-group activities will be suspended indefinitely. Encore subjects (e.g., art, music, physical education) may be pushed into the classroom or delivered at an alternative site. Whenever possible, students will utilize outside space for physical education instruction. We will adhere to 12 feet between students when engaging in physical activity, singing or playing musical instruments where required.

# Gouverneur Central School District's Reopening Plan 2020-2021



## School Schedules: Remote Learning Option for Vulnerable Students

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For families who have concerns about their child's health or impact on a family member with high risk factors (qualified as a COVID-19 Vulnerable Population (DOH Guidance and NYSED Guidance) they may choose to have their child engage in the remote learning option, which shall entail both synchronous and asynchronous engagements. The district shall use both in-district instruction and instructional resources, as well as regional instruction and instructional resources. It must be noted that while a remote instructional experience will be substantive, it will not be equivalent to an in-person or hybrid learning experience. The remote learning expectations for student engagement and academic work will reflect the same amount of rigor as the hybrid model. Instructional areas of focus will be core areas (i.e, English/ELA, math, science and social studies) and courses required for graduation. Limited elective offerings will be available in the remote learning model. Students participating in the entirely remote learning option must meet all criteria to enroll in Gouverneur Central School District.































# Gouverneur Central School District's Reopening Plan 2020-2021



## HYBRID LEARNING MODEL SCHEDULE

Remote Learning 

Attending School in Person 

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>GOLD</b>					
<b>BLUE</b>					
<b>Fear the "G"</b>					
<b>Wildcat</b>					
<b>REMOTE LEARNING</b>					
<b>TEACHERS &amp; STAFF</b>					

**Gold Group:** Students with last names A-K attend school Monday and Tuesday with remote learning Wednesday, Thursday, and Friday. **To support our families, when more than one last name is involved, the last name of the eldest student will be used for the initial instructional assignment.**

**Blue Group:** Students with the last name L-Z attend school Thursday and Friday with remote learning on Monday, Tuesday, and Wednesday.

**Fear the “G” Group:** Attends school every day. Self-contained special education students will receive in-person instruction daily and have no remote learning requirements.

**Remote Learners:** Parents and students have chosen full-time remote learning.

**Wildcat Group:** Students with specialized needs (chronic absenteeism, IEP services, low participation, lack of internet access)

**Teachers and Staff**—Work at school Monday-Friday

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## Attendance & Chronic Absenteeism

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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 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.

# Gouverneur Central School District's Reopening Plan 2020-2021



## Technology and Connectivity

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Sufficient access to a computing device and high-speed internet broadband is essential for education equity. The district needed knowledge of the level of access of all students and teachers in their places of residence. The district surveyed student families to ascertain whether they have access to reliable high speed internet. All students in grades kindergarten through 12th grade have been issued a Chromebook and charger and will be permitted to transport them between home and school. For those students without access to reliable internet, they will be issued a Kajeet hotspot with enough data to complete instructional learning tasks. The district will prioritize in person learning for students with limited or no access to the internet due to their rural location. The district will provide multiple ways for students to participate in learning and demonstrate mastery of learning standards in remote and blended models of instructional delivery.

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

The district is offering summer and ongoing professional development on integrating technology Resources are placed in a Google Classroom class for teachers to access.

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## Teaching and Learning

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Instruction must be aligned with the outcomes in the New York State Learning Standards. Equity must be at the heart of all school instructional decisions. All instruction should be developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear opportunities for learning that is accessible to all students. Those opportunities must include regular and substantive interaction with an appropriately certified teacher regardless of the delivery method. Building principals will monitor the instructional delivery.

Each building will create a specific communication plan so that students and their families/caregivers can contact the school and teachers with questions about their instruction and technology. This information, including teacher office hours and contact information will be posted on the district website and individual building social media pages. Students and families may contact teachers and administrators by phone, email or social media. Teachers will maintain a log of student and parent contact.



## Teaching and Learning Cont.

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### Gouverneur Central School District's Reopening Plan 2020-2021



Teachers will intentionally and thoughtfully design instruction to cultivate student engagement, collaboration and discussion in a face to face, hybrid or online learning environment. Teachers will make contact with students on a daily basis and offer specific feedback to improve student understanding of content and process. The Elementary School uses a standards based reporting system to evaluate student progress. Middle School and High School uses 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 in those subject areas. That accountability will be enforced.



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## Teaching and Learning Cont.

To support the remote learning environment:

- teachers will participate in professional development focused on online learning engagement strategies
- parents will be provided with access to tutorial videos to better understand content and learning platforms so they can support their children in accessing those platforms
- teachers will review and revise curriculum maps to select essential learning standards
- teachers will prepare students for online learning by explicitly teaching skills that students will need to be successful during remote learning

The Assistant Superintendent, Head Nurse and Supervisor of Buildings and Grounds, will collaborate with the CBO to ensure that they have measures in place to follow the health and safety guidelines outlined in NYSED guidance and required by the New York State Department of Health.

1. The Assistant Superintendent will meet with the principal of the CBO and outline the expectations, setting a future date to review the plan before opening of school.
2. The Head Nurse will review the safety protocols outlined in the plan of the CBO.
3. The Supervisor of Buildings and Grounds will inspect the CBO facility to ensure compliance.

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## Special Education

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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 continuing 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.

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## Special Education Cont.

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 remotely 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. If the district must pause in person meetings, these meetings will be held remotely. All students will be provided their mandated services pursuant to their IEP/504 Plans.

- All providers will be assigned a case load 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 mandates 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.
- In person, remote or hybrid 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.

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## Special Education Cont.

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The Gouverneur CSD will maintain a collaboration 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. While the Gouverneur Central School District supports in-person instruction for our neediest special education students, primarily students in self-contained preschool and school age classrooms, 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 in-person, hybrid or remote learning environments.

# Bilingual Education & World Languages

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## Gouverneur Central School District's Reopening Plan 2020-2021



The district will complete the English Language Learners identification process within 30 school days of the start of the school year for all students who enrolled during COVID-19 school closures in 2019-20, as well as all students who enroll during summer of 2020 and during the first 20 school days of the 2020-21 school year. After this 20 day flexibility period, identification of ELLs must resume for all students within required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154. The 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 will collaborate with the classroom teacher to create a schedule that allows full support for all ELL students. Classroom teachers and the ENL teachers 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.

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## Bilingual Education & World Languages Cont.

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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.

# Teacher and Principal Evaluation System

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## Gouverneur Central School District's Reopening Plan 2020-2021



All teachers and principals are evaluated pursuant to the district's currently approved APPR plan. The district uses the Danielson Model to evaluate teachers in the domains of:

- Planning and Preparation
- Classroom Environment
- Instruction
- Professional Responsibilities

The protocols for evaluation will be followed to the extent allowed by the State Department of Education. Administrators are certified by the regional BOCES to be lead evaluators and they maintain that certification with yearly professional development organized by the Assistant Superintendent for Curriculum and Instruction.

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## Certification, Incidental Teaching, and Substitute Teaching

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Administrators work with the Superintendent's secretary to identify highly qualified teacher candidates, bring them to committee for interviews and then recommend selected candidates for their appointments to the Board of Education for approval. Substitute teachers are hired then trained by an administrator so that they are familiar with district protocols and expectations. All hires must participate in mandated training in Health Emergencies, Student Mental Health, Workplace Violence: Awareness and Prevention, Bloodborne Pathogen Exposure Prevention, Hazard Communication, Sexual Harassment, Bullying: Recognition and Response, Cyberbullying and Child Abuse Identification and Intervention. This year, due to the pandemic, all staff will receive additional training in recognizing the symptoms of Covid-19, and in health and safety protocols.