

BCSD Reopening Plan: August 31 Update

Operations and Maintenance:

Cleaning of Facilities – The District has adopted the standard operating procedures recommended by the Association of Educational Safety and Health Professionals (AESHP). These detailed procedures can be found here: [Operations Activity Procedures](#). Below is an overview to address some frequently asked questions. To execute our procedures with fidelity in case of employee absenteeism, the District has engaged temporary staffing services and has expanded recruitment efforts for part-time day and evening staff.

- a. **During in-person Instructional Days (M, T, Th., F)** - Every morning, the District is committed to having staff and students enter a safe, sanitized space. Each night, all desks, tables and chair backs will be disinfected along with other high touched surfaces such as exterior and interior door hardware, interior doorknobs, light switches, handrails, faucet handles, copier controls.
 - i. The District has purchased a product called ZOONO Z-71™ MICROBE SHIELD to apply on a monthly basis to all student desks and chairs. This product is a non-toxic, water-based disinfectant that kills germs on contact by physically puncturing bacteria, viruses, and fungi. It forms a protective barrier on surfaces after dry for up to 30 days with a single application. While not yet listed by the EPA listing, research reviewed by the district's occupational safety specialist shows efficacy of killing 99.99% of germs immediately and COVID-19 (>4-Log reduction of coronavirus), ASFv and other critical food animal pathogens, and over 160 human pathogens and viruses. More information on Zoono can be found at <https://zoono.com/pages/our-technology-efficacy-testing>.
 - ii. In addition to the Zoono-Z71 application, the District will also be providing paper placemats for students at the 6-12 level. Each student will be offered one new paper placemat each period. Of course, good hand hygiene will be promoted first and foremost.
- b. **Tuesday Evening, Wednesday (A-B Shifts), Friday Evenings** – With limited occupants in the building, additional measures can be taken for deeper cleaning. Above and beyond the procedures highlighted above, additional deep cleaning efforts will include hydrostatic large-area cleaning (e.g. gym wall mats, lockers, weight rooms). In other areas, ultra-violet cleaning equipment will be used for areas where chemical cleaning agents need to be limited.
- c. **During In-Person Instruction (School Days)** – During the school day, in addition to continuing to be responsive for accidents and clean-ups, custodians/cleaners will be disinfecting high touch surfaces and monitoring hand washing and hand sanitizing stations. The use of chemicals in the presence of students and teaching faculty must be limited during the school day, therefore the use of soap and water wherever applicable will be prioritized (e.g. cafeteria tables)
- d. **Bathrooms-**

- i. The building custodian will be responsible for monitoring a schedule to ensure all restrooms are maintained with soap, paper towels, toilet tissue. Gang toilet rooms, staff restrooms, and nurse restrooms will be disinfected with non-bleach cleaners routinely throughout the school day (spray and wipe disinfectant applications). For in-classroom bathrooms at CRPS, every effort will be made to disinfect bathrooms using a non-bleach cleaner a minimum of two times per day.
 - ii. Signage will be posted at every restroom requiring appropriate face covering, and proper hand washing procedures. Gang bathrooms will be limited to two persons.
 - e. **Management of cleaning in classrooms-** Teachers will be required to reduce the number of items in each classroom in order to minimize use by multiple students. Where critical instructional equipment and supplies are required, the District may consider training the teacher on the proper use of disinfectants, and/or providing to the teacher disinfecting equipment (e.g. UV lighting wand). Additional instructional equipment may also be provided to minimize use by multiple students.
2. **Air Quality** – The District has consulted with our mechanical engineers and reviewed air quality standards required by NYSED Office of Facilities Planning. In partnership with area school districts that maintain same or similar equipment approved by the State, the [attached FAQ](#) document has been prepared. The District standard air filter is Merv-8, however whenever the system allows, the District will upgrade to Merv-13. This is applicable to any equipment installed over the past three years. During the course of 2020-21, the district will upgrade Merv-8 filters to Merv-11 wherever compatible. The District will adjust the automated controls system to bring 100% fresh air in 24-hours per day.
 3. **Community/Staff Facility Use-** Until further notice, District facilities will not be available for use by outside organizations including youth recreation sports, community education, and Town Recreation activities, and professional organizations that faculty may participate in. The building will be closed to all faculty and non-cleaning staff at 6 PM each evening (M-F). Weekend use by faculty will not be permitted.
 4. **PPE for Staff-** All staff will be provided appropriate facial coverings as required in the DOH guidance. Requests for additional PPE will be coordinated through the building principal and Business Office. The District will review PPE requests in accordance with law and considering instructional function.
 5. **PPE for Students** -The District will provide single use face covering when needed by students. Student Services will review additional requests for PPE considering individual educational plans and physician documented medical accommodations required by law.
 6. **Barriers if Needed-** Classroom configuration and capacity limits for each room consider the requirement to maintain social distancing and therefore barriers should be limited. To the extent workspace cannot maintain social distance, barriers may be used in accordance with DOH and NYSED regulations.
 7. **Process to Request Work in Building on Wednesdays** - Access to the school buildings on Wednesdays is subject to approval from the Building Administrator and building custodian. A form will be available on the Human Resources web page. The building will be closed on

Wednesday to all non-cleaning staff at 3:00 PM. Health-screening must be completed prior to arrival and all faculty and staff must check-in at arrival.

8. Training for staff

- a. All staff will be required to complete a COVID-19 training and the Right-To-Know trainings on September 8, 2020. This training will be available via Zoom and on NYSIR portal. Additional annual mandated trainings will be required throughout the year.

Transportation:

1. Transportation Process

- a. Daily attendance will be taken on bus in order to facilitate contact tracing in the event of Covid-19 exposure.
 - b. Loading process – In lieu of assigned seats, students will load the bus back to front
 - c. Bus Pass (K-5) and Open Runs (6-12) - The District will restrict bus ridership to the bus pass assigned by the Transportation Department. No parent bus passes will be honored at the K-5 level and students may not board a secondary level bus they are not assigned to.
- 2.** Due to capacity constraints, on the days of in-person attendance, the District will only transport to one primary address or day care location. For example, a Monday and Thursday schedule must have the same AM location for both days and same PM location for both days. AM and PM may be different
- 3.** Process to Opt-Out of Transportation – Families may opt-in to transportation for AM and PM, or only AM or PM. The District is encouraging families that have the ability to transport their children to do so.

Food Service:

1. In Person

- a. Limited menu – Grades 1-8 will be provided choice of three entrees, one of which will be vegetarian. At Brighton High School, student will be offered a choice of five entrees, including daily vegetarian options. Breakfast options will be limited to two entrees.
- b. Parent/student will choose their entrée and milk flavor/fat content. All other items will be prepacked for grab-and-go.
- c. Families of students with medically documented dietary restrictions should contact Director of Food Service for accommodations.
- d. The District will be implementing an online ordering system for families to order on a weekly basis or order up to night before.
- e. BHS campus will be closed for students to leave campus and no food deliveries will be accepted. No food deliveries will be accepted by District staff at any District building
- f. The Food Services Department will be implementing a cashless system. Payments will only be accepted by mail at the Food Service Office or online at mySchoolBucks.com.
- g. Application for free and reduced meals will be available online or may be mailed into the Food Services Office.

- h. The food service lines will be configured to maintain social distance. Students/classes will be assigned lines to reduce numbers through line at one time. Snacks will be available for purchase at BHS, only.

2. Hybrid Independent Remote Days and Students All Virtual:

- a. Transportation hardships will be considered
- b. Grab and go from BHS assigned times, explore pick up app options

Learning:

1. Hybrid Model:

	M	T	W	Th	F
A-L	In Person	Remote/Ind.	Hybrid Remote Synchronous	In Person	Remote/Ind.
M-Z	Remote/Ind.	In Person		Remote/Ind.	In Person

a. Face to Face (F2F), in person learning days

- i. Direct instruction learning and small group work. Hands on learning (i.e. science experiments/labs, “meaning making” activities from previous day). This synchronous instruction* may include:
 - Direct instruction of new content/skills
 - Mini-Lessons corresponding to weekly learning target(s)/essential standards
 - Guided Instruction (both small group and/or individual)
 - Modeling concepts, processes or demonstrating revision practices to reinforce
 - Discussion, independent & collaborative projects
 - Other pedagogical techniques appropriate to the discipline
- ii. K-5 Notes: Special area teacher rotates in during F2F days. Special area teachers may be assigned to select groups of students and rotate on a 10 week basis.
Note: There will be no accelerated math class for entering 3rd grade students.

b. Remote/Independent learning days

- i. Students will work from home. They will be assigned work that reinforces concepts started the previous day or they will access new material that their teacher has provided, and which will be reinforced when they are in person. In many cases, they will not interact with their classroom teachers on these days. Support services may be provided on remote days depending on individual student need (i.e. AIS, Special Education, English as a New Language (ENL)). Teaching Assistants (TAs) and Tutors **will** be available for all students on these days to assist with questions about assigned work. This asynchronous instruction* may include:
 - YouTube Recorded Videos
 - Narrated Screen Cast Videos
 - Narrated PowerPoint Presentations
 - Teacher produced videos

- EdPuzzle activities
- Individual reading assignments
- Other independent practice

c. Hybrid Remote (all students in hybrid model)

- i. **K-5** – Teachers will engage synchronously with all students (A-Z) throughout the day using Zoom. Instruction and learning will be both synchronous and asynchronous (see above*). To the extent practical (and balancing on screen and off-screen time). What this might look like: *Morning meeting via Zoom. Share schedule for day (made up of intermittent Zooms and offline work). Shared reading. Writing assignment that they will do offline (to be brought in next time they come to school). Small group work via Zoom (Guided reading?) Brain break assignment – offline. Back online – math lesson. Practice assignment (offline). End of the day closure activity.*
- ii. **6-12** – Students will follow their cycle day schedule. Beginning of each class, teachers will meet with all students via Zoom. This instruction may include whole group instruction, breakout groups, help sessions to answer questions from previous day’s work, etc. Class meeting may/may not last for entire period and will be based on needs of course and group and the learning targets for the learning trajectory.

d. Additional Notes for Participating in Hybrid Learning Model

- i. Music Lessons (Grades 4-12):
 1. Lessons will be available to all instrumental students in grades 4-12 regardless of the educational model chosen (hybrid or full-remote).
- ii. Gr 6-8 Music:
 1. Orchestra will have rehearsals in the large band room on F2F days. With the A-L/M-Z split, this will work for all grade levels.
 2. Chorus and Band. These groups will be split among the music rooms at TCMS (Band/orchestra room, 335, and the auditorium) to follow social distancing guidelines (with 12-foot spacing).
- iii. Gr 9-12 Music:
 1. Music Teachers will provide instruction to students on the students’ virtual days using Zoom, etc. – rehearsals, small group lessons, and individual lessons to be scheduled with students on days they are at home
 2. On in-person days students will work on independent assignments instead of singing or playing instruments in music rooms.
 3. On in-person days, students will be supervised by a member of the music faculty during scheduled rehearsal periods, while they work on non-performance curricular materials & assignments independently.
 4. Model will be re-evaluated on a regular basis (every five weeks or similar) to ensure that it is still the best practice for students and to incorporate any new guidelines & regulations regarding safety.

	General Music	Lessons	Ensembles
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BHS	Music Theory classes will meet like all other classes	Virtual (1:1 and small group) on Independent Learning Days	Teachers will arrange virtual small group ensembles on independent learning days
TCMS	Instruction in music classroom on a rotation	Virtual (1:1 and small group) on Independent Learning Days	Small groups will meet on In-person learning days on a rotation
FRES	Instruction in the classroom on a rotation	Virtual (1:1 and small group) on Independent Learning Days	Teachers will arrange virtual small group ensembles (as skills progress) on independent learning days
CRPS	Instruction in the classroom on a rotation	NA	NA

2. All Remote Learning Students

a. Students will be assigned to a course, class or teacher based upon grade/schedule.

i. K-5 –

1. Teacher sets learning goals for week for each subject
2. Creates lesson plans to deliver instruction which will be both synchronous and asynchronous (*see above)
3. Determines when synchronous sessions will be held (5:6 times/cycle). Student schedules will be coordinated by building administrator to minimize conflicts between core classes and specials.
4. Sets up Zoom times
5. Creates calendar of learning activities for the week
6. Publishes everything to SeeSaw
7. Communicates those to parents and students at beginning of week via email and/or SeeSaw

ii. 6-12 –

1. Teacher sets learning goals for week for each course
2. Creates lesson plans to deliver instruction which will be both synchronous and asynchronous (*see above)

3. Determines when synchronous sessions will be held (4:6 times/cycle). Student schedules will be coordinated by building administrator to minimize conflicts.
4. Creates calendar of instruction and assignments for the week
5. Plans for Zoom/Schoology conference sessions
6. Publishes everything to Schoology
7. Communicates those to parents and students at beginning of week via email and/or Schoology update features

b. Additional Notes for All Remote Learning

- i. 3-12 – Accelerated classes/courses and electives may/may not be available. BCSD will attempt to run specialized courses including advanced math, AP, electives, etc., but depending on student enrollment and availability of instructor, these courses may not be available
- ii. Gr 6-12 Music (includes band, orchestra, chorus, and ensembles): May/may not be available based upon enrollment numbers and staff availability. Every attempt will be made to offer lessons to students in 100% Remote Learning environments.
- iii. Extended Studies services – May not be available to students working 100% remote.
- iv. Mandated services such as Special Education, 504, ENL and academic intervention services will be provided to students working 100% remote.

3. If/When School Closure is Warranted –

- a. See All Remote Learning description above. Students will continue with the same schedule as they had during the hybrid learning time.

4. Grading Practices

- a. Grading practices have been developed by each school building and will continue to be reviewed throughout the 2020-2021 school year. Grading practices will be similar to those practices in place prior to the spring Covid19 closure and will be consistent across learning situations (i.e. in person, remote or hybrid). Grading systems will align to the district grading philosophy and will provide students and their parents with a measure of student progress toward meeting the academic goals defined by the NYS learning standards.

5. Attendance Procedures

a. Hybrid Model

- i. Period by period attendance will be taken when students are in school and on remote Wednesdays
- ii. Daily attendance will be taken during independent learning days

b. All Remote Learning

- i. Period by period attendance will be taken
- ii. Parents will need to call into the building attendance line when a student will be absent from class

6. Process for creating and assigning virtual sections

- a. Following the completion of the reopening intent for instruction survey, to be completed by all parents for each student by August 17th, the District will determine

exact need for Hybrid and 100% Remote Learning scenarios. Schedules will be developed for students requesting 100% (All) remote, in consultation with building counselors (Gr. 6-12). Students will be assigned course sections based on availability of courses. At a minimum, the district will offer courses leading up to graduation to its 100% Remote Learning students.

- b. All students, whether Hybrid or All Remote will receive their schedules on/about September 4th.

7. Student Services

- a. Mandated services will be provided (IEP, 504, ENL, AIS)
- b. Accelerated courses and/or extended studies services may/may not be provided to students K-12.

Health:

Masking (face covering) Requirements

All students, employees, and visitors must adhere to the following guidelines:

STUDENTS

All students in Pre-Kindergarten through the 12th grade shall be required to wear a mask or face covering:

- when at school or a school function in any school building, facility or other area of a school campus including while traveling in hallways;
- while waiting outside school buildings before and after school;
- while waiting at bus stops; and
- when riding in District-provided transportation.

All masks and face coverings must cover the nose and mouth of the student. Students may remove masks and face coverings:

- when eating or drinking during assigned breakfast/lunch/snack periods;
- during instruction or other times when appropriate social distancing measures
- are in place as determined by a teacher or school administrator; and
- during “mask breaks” as directed by a teacher or school administrator.

The District will provide a mask or face covering to a student in the case that a student forgets their own or if the mask or face covering is ill fitting.

NOTE: Per Monroe County Health Department the following types of face covering are not acceptable PPE for the educational setting:

- Gaiters
- Vented Face Masks
- Scarfs

Students who refuse, or repeatedly fail, to wear a mask or face covering as set forth above shall be subject to disciplinary consequences under the District’s Code of Conduct. This will be considered

insubordination. Repeated failure to comply with these protocols could lead to suspension of the student from school and/or from District transportation.

Mask (face covering) Exemptions

INFORMATION FOR MD/NP/PA ON STUDENT MASK-WEARING EXEMPTION REQUESTS

As we approach the start of the school year, the following information regarding medical mask exemption requests for students reflects the District's guidance from a consensus of pediatricians and pediatric subspecialists who studied the risks and benefits of facial coverings during the reopening of schools in a pandemic.

DISTRICT GENERAL MASK PROTOCOLS

All children age 2 and older will wear a mask at school unless physical, developmental or behavioral impairments as documented by a physician, nurse practitioner or physician's assistant make wearing a mask unsafe.

Masks should not be worn by anyone who is having trouble breathing, is unconscious or incapacitated, or by anyone who is unable to remove the mask.

In most cases, a student who is unable to wear a mask safely for medical reasons should consider not attending school in-person and using the alternative of remote learning for the child's and others' safety.

GUIDANCE FOR SPECIFIC CONDITIONS:

Allergies. There is no medical reason that allergies should prevent children from wearing masks. If a child is suffering from allergy-associated nasal congestion, over-the-counter or prescription steroid nasal sprays may provide relief.

Asthma. Children with asthma should not be exempt from wearing masks, nor should masks cause asthma symptoms. It is always important for children to follow their prescribed asthma action plan, including their maintenance medications. Masks should be removed if a child experiences active asthma symptoms. If the asthma symptoms worsen while wearing a mask, then the family should see their physician to work together to improve their asthma care.

Anxiety. This is a difficult time for children who suffer from anxiety. Parents can support them by modeling appropriate mask wearing and providing factual, reality-based information about COVID. For children with mask related anxiety or distress who are going to school, gradual and supported introduction of the mask is a helpful solution. Please refer to the additional information provided. Anxiety is not a medical reason for not wearing a mask, although time and patience may be needed to help a child adjust to a mask. The school can work with a child with anxiety over wearing a mask to allow mask wearing to become part of a learning plan to become a healthy activity of daily living. In these instances, allowing extended time to attempt to adjust to and accept to wearing a mask rather than exemption from wearing a mask is an appropriate request.

Cardiology. There are no cardiology conditions that make wearing a mask unsafe for children who are well enough to attend school.

Developmental Pediatrics. Some children with limited physical and/or mental capacity may not be able to wear masks safely. Masks may agitate some children with autism and certain developmental delays. However, because masks are important to their health and safety, in many instances the school can work with many children to allow eventual mask wearing by having it become part of a learning plan and an activity of daily living. In these instances, allowing extended time to learn to wear a mask rather than exemption from wearing a mask is an appropriate request.

ENT. Children who have structural abnormalities of the head, neck or face may not be able to wear a traditional mask safely, but may be able to use alternate face coverings, such as a draped or bandanna-style mask. These may also be helpful for children with tracheostomies. The District will work with the medical prescriber and the family towards the safest solution.

Hematology/Oncology. If students with cancer and blood disorder are well enough to attend school in person, they should wear masks to protect themselves.

Neurology. There are no neurological conditions that make wearing a mask unsafe for children who are well enough to attend school.

Physical Medicine and Rehabilitation. Some children with limited physical mobility or arm movement may not be able to wear masks safely if they cannot remove the mask independently. Assignment of an assistant who can monitor, assist, or remove the mask for the student may allow the mask to be worn when a six-foot distance cannot be maintained.

Pulmonology (see also asthma). There are no pulmonology conditions that make wearing a mask unsafe for children who are well enough to attend school.

Religious, Philosophical, or Political Reasons Not to Wear a Mask. There is no acceptable reason outside of a bona fide medical condition to exempt a child from wearing a mask at this time.

All mask exemption request forms will be reviewed by our District physician once they are received. If you want to apply for a mask exemption, [please click here to download the form](#). The completed form needs to be sent to Betsy Balling, Brighton High School Assistant Principal at betsy_balling@bcasd.org or 1150 S. Winton Road, Rochester, N.Y., 14618.

EMPLOYEES

All employees shall be required to wear a mask or face covering:

- while working or attending a school function in any school building, facility
- or other area of a school campus including while walking in hallways and traveling in elevators; and
- in District-owned vehicles if more than one individual is in the vehicle.

All masks and face coverings must cover the nose and mouth of the employee. Employees may remove masks and face coverings:

- if working in an individual office and/or other workspace (including outdoor

- areas) where appropriate social distancing can be maintained (this does not apply to common areas such as school offices);
- in conference rooms if appropriate social distancing can be maintained; and
- instructional employees may remove masks and face coverings on a case-by-case basis for instructional needs and other activities, as determined by the employee in accordance with District protocols, in which case the instructional employee must ensure that appropriate social distancing measures are followed.

Employees who violate these protocols may be subject to disciplinary consequences under applicable New York law and/or collective bargaining agreements.

An employee may only be exempted from these protocols if an appropriate healthcare provider certifies in writing that the employee is not medically able to tolerate wearing a mask or face covering. While the District will provide masks or face covering for employee use, employees may also choose to use their own.

VISITORS (Volunteers, Vendors, Parents)

All visitors shall be required to wear a mask or face covering:

- while working or attending a school function in any school building, facility
- or other area of a school campus including while walking in hallways and traveling in elevators; and
- in District-owned vehicles if more than one individual is in the vehicle.

All masks and face coverings must cover the nose and mouth of the visitor. Visitors may remove masks and face coverings:

- if working in an individual office and/or other workspace (including outdoor areas) where appropriate social distancing can be maintained (this does not apply to common areas such as school offices);
- in conference rooms if appropriate social distancing can be maintained; and
- as directed by a District administrator or other employee.

Visitors who violate these protocols will be required to leave school grounds and may be refused reentry.

Daily Attestation/Screening:

For all families that selected the hybrid learning model, or that are approved to participate in afterschool activities, the District is requiring a contract be signed to agree to the following conditions:

1. Prior to coming to school each family and staff member are to fill out the COVID-19 health screening using the Frontline App. If a student or staff member responds yes to any of the questions on the Frontline App. or have any of the symptoms listed in the screening tool, they must stay home and consult with their pediatrician or primary care physician.

- a. If a child has a pre-existing medical condition that presents similarly to COVID-19 systems, then a physician's note must be on file with the school nurse.
2. All students will have to have their temperature checked at upon entering the school. If a student registers a temperature greater than 100 degrees F, they will be escorted to the nurse's office for a temperature retake. If the temperature is again greater than 100, the child will be isolated and must be picked up from school within 1 hour.
3. Families must follow the Department of Health protocols for return-to-school whenever a COVID test is ordered or the child develops COVID related symptoms.
4. According to MCDPH, schools will follow the following guidelines if a student or staff member exhibits COVID-19 symptoms while at schools:
 - The student or staff member will be separated from other students and be taken to an isolation room in or near the nurses' office.
 - For students, a parent will be contacted to arrange for pickup of the student (within a one hour of the contact from the nurse).
 - Upon being picked up the nurse will provide the parent/guardian with the COVID-19 *Testing and Health Care* handout provided by MCDPH.
 - The school will reach out to the parent/guardian to learn the result of the test, whenever applicable.
5. If the student or staff member has a **positive** test result, they must do the following:
 - Immediately contact the Monroe County COVID-19 Hotline at (585) 753-5555. If it is off hours, you will be connected to an answering service and your message will be relayed to the on-call MCDPH staff member.
 - MCDPH will work with the school to determine an appropriate course of action based on the most up-to-date information about COVID-19, as well as guidance from NYSDOH and the Centers for Disease Control.
 - Work with MCDPH to communicate the plan of action and possible COVID-19 exposures in alignment with the district's emergency communications plan.
 - The student or staff member will have to quarantine for 14 days and not return to school until released from quarantine by MCDPH. The student or staff member will also need to provide documentation from the family's health care provider, be free of symptoms, and present a negative COVID-19 test result before admittance.
- If the student or staff member has a **negative** test result the student or staff member will need to provide documentation from the family's health care provider and be free of symptoms before being admitted back into school.

Safety:

1. **Social Distance Requirements** – classrooms and offices are being configured to maintain social distancing. Barriers will be used in workspaces where necessary. Corridors will be labeled with directional marking and signage to promote social distancing.
2. **Mask (face coverings) Requirements** – Face coverings will be required in accordance with the DOH recommendations. Medical exemptions will be processed by Student Services. The District will provide masks for all students and faculty that may not have one. Masks may be removed only at the invitation of a teacher while seated in a socially distanced classroom.

3. Hand Washing / Hand Sanitizing protocols

- a. Proper hand hygiene and promotion of hand washing with soap and water will be posted throughout the school building. Hand sanitizer will be made available in every classroom that does not have a hand wash sink. It will also be available at entranceways, in cafeterias, gymnasiums, libraries, computer labs, and other common areas.

4. Arrival/Dismissal Procedures

- a. All students, faculty and staff will be required to complete a health screening prior to arrival. At each entranceway, persons entering will be subject to a temperature screening.
- b. Procedures have been adopted by each building to maintain social distancing at arrival and dismissal.

5. Visitor Policy

- a. The District will not permit visitors to enter unless prescheduled. The District will be encouraging use of remote meetings whenever possible.
- b. Unless medically necessary, District staff will not accept materials dropped off by families including clothing, footwear, lunch, computers, instruments.
- c. District staff will not accept food orders or personal deliveries.
- d. When in-person meetings are necessary, District security will administer health screening survey and temperature checks. Any persons with elevated temperatures will not be provided access.

Activities:

1. Athletics

- a. The New York State Public High School Athletic Association has moved the start of the fall 2020 athletic season to Sept. 21, 2020. At this point this will be the date that regularly scheduled fall sports will begin. If there are any updates to this date, the district will inform families of the details.

2. Clubs

- a. A limited number of clubs will begin in September based on the need for project planning or deadlines for project development (yearbook for example)
- b. Additional clubs will be reviewed and considered for a start date in October.

3. Events - Most events have been canceled.

- a. September ACT/SAT will be scheduled
- b. 6th grade/ 9th grade orientations will be held in small groups socially distanced/masks

Other Human Resource Considerations

1. The Department of Human Resources has published a Frequently Asked Questions document for review by any faculty and staff with questions about COVID-19 leave requirements or excused absences resulting from COVID-19. A leave request form is available on the Human Resources web page.
2. ADA Accommodations – As with any American with Disabilities Act accommodation request, please contact Human Resources for additional information.

Structure and Schedules:

1. Process to Request Change from A-L/M-Z groupings

- a. Communicate specific need to building principal. If need can be accommodated it will be. These requests will be reviewed case by case.

2. Process to Choose Hybrid or All Virtual Program

- a. Opting in- 5 week notification change completed at 10 weeks
- b. Classroom teachers and assignments may change during the school year based on enrollment and changes to programs.

Technology Access:

- 1. The District is in the process of purchasing additional devices (iPads for K-5 students and tablet computers for students in grades 6 & 7). At this time, it is unclear as to when these devices will be delivered. Until that time, if necessary, the District will loan 1 device/household/building. This decision is based on the need to maintain sufficient devices in the buildings so as to provide access for the students who are face to face.
- 2. Internet access will be provided to households without adequate access.