



### **Corinth CSD COVID-19 Reopening Plan**

*The following document outlines the district's reopening plans for the 2020-2021 school year. Please keep in mind that this plan is subject to change. Visit the "COVID-19 Updates & Reopening Plans" page on our district website should you have any questions or concerns. On this page, you will find regular updates and a link to our [Frequently Asked Questions](#) that addresses questions and concerns we have received from families. You may also contact us directly at 518-654-9005 ext 3431.*

### **Corinth CSD Mission**

Corinth CSD provides K-12 public education for approximately 1,200 students living in the village and town of Corinth in Saratoga County. Our small rural district consists of an elementary, middle, and high school. The mission of the Corinth Central School District, located at the gateway to the Adirondacks, is to spark lifelong curiosity in every student through inspired teaching that builds on the strengths of each student and creative partnerships so that our graduates excel in a rapidly changing world.

Our district goals have recently been updated to focus on the health and safety of our students and staff while providing a robust and flexible educational plan for all students.

### **Corinth CSD Goals 2020-21**

- **Learning Environment** – Prioritize a safe, versatile, and organized learning environment that allows for the success and active participation of all students and ensures that district resources meet the needs of our school and community.
- **Educational Program** – Promote excellence through a rigorous, relevant, challenging, and innovative educational program for all students.
- **Technology** – Support the utilization of technology and provide equity of access to facilitate learning, curriculum and instruction planning, differentiation, remediation, collaboration, and communications within and beyond the school community.
- **Fiscally Responsible Budget** – Sustain a fiscally responsible budget that prioritizes school safety, student programming and engagement, and continued professional learning.

- Community Partnerships – Maintain strong community partnerships to create inclusive learning opportunities, consistent student attendance and provide health and wellness services for students and families.
- Communication & Customer Service – Maintain consistent communication, customer service, and family engagement at all levels throughout the district and community.

In addition to our overall program priorities, Corinth CSD is committed to equity in instruction and programming that ensures all students have the opportunity to engage in learning. This equitable access considers the district’s early learners, English language learners, students without access to technology/high-speed internet, students with special education needs, students with medical fragility, and under-resourced/economically disadvantaged students, among others. Our commitment to equity applies equally to instructional and operational pursuits.

It is the philosophy of the Corinth CSD Board of Education that our schools are the responsibility of the entire community and the district leadership team places a high value on stakeholder engagement in the decision-making process. Our COVID-19 Reopening Plan has been developed with the input of several school community members, including building and district administrators, teachers, support staff members, nurses, buildings and grounds staff, students, parents, and the Saratoga County Department of Health. Specifically, the district’s return-to-school surveys garnered quantifiable data and open-ended feedback from more than 400 parent/guardian responses, nearly 350 student responses, and more than 100 faculty/staff responses. Our school community’s sentiments are reflected in this plan and many of their ideas are incorporated herein.

This plan has been developed to adhere to the guidance from the NYS Department of Health and the New York State Education Department (NYSED). Whether this plan is delivered in-person, off-campus, or through a hybrid model, there are clear opportunities for instruction that are accessible to all students. These opportunities are aligned with New York State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.

The district has designated Superintendent, Dr. Mark Stratton, as the COVID-19 Safety Coordinator, whose responsibilities include continuous compliance with all aspects of the reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or “new normal” levels.

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## **Communication/Family and Community Engagement**

Corinth CSD strives to maintain consistent communication, customer service, and family engagement at all levels. We pride ourselves on transparent, two-way communications with our stakeholders.

- The district has engaged school stakeholders and community members, including administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, unions and community-based groups in the development of its reopening plans through surveys, meetings, discussion and opportunities to submit feedback/ask questions.
- The district's reopening plan is posted on the homepage of the district website [Corinthcsd.org](http://Corinthcsd.org).
- The district has developed a communications plan for students, parents/guardians, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.

## **Health and Safety**

The safety and health of our students, faculty, and staff is at the forefront of our planning. Any individual who screens positive for COVID-19 exposure or symptoms, or who presents with a temperature greater than 100.0°F, will not be allowed to enter the school and must be immediately sent home with instructions to contact their health care provider for assessment and testing.

The district will be using a health screening application to record daily screening requirements. This will include a daily temperature check and a symptoms/status questionnaire for anyone attending school for in-person teaching, learning, or working. An email will be sent daily with a link to the screening application. Specific instructions regarding screening requirements will be sent to parents/guardians before school reopens. For our schools to safely reopen, we need to be able to achieve and maintain the following requirements:

- Families will be given information on how to assist their children in learning about hand and respiratory hygiene.
- Healthy hygiene practices will be taught in school settings.
- Hand sanitizer stations have been placed throughout the schools.
- All students will be required to maintain a minimum of 6-foot distancing whenever possible. This distance will be increased to 12 feet if students are participating in

activities that require projecting their voice and/or aerobic activity. Examples include; singing, playing a wind instrument, or participation in physical education activities.

- Students will be trained on how to maintain social distancing and reminders will be given throughout the school year.
- Each school will create a plan for moving students in the hallway.
- Smaller student/educator cohorts will minimize interaction of student groups throughout the day. Movement of students, educators and staff will be minimized as much as possible.
- Consideration will be given to vulnerable populations to limit their risk of exposure (e.g., virtual learning and alternate teaching opportunities).
- Each school will continue to practice safety drills as required by NYS, making adjustments to accommodate for social distancing.
- The district will work with state and local health departments if conditions change.
- Students will be given time to allow for frequent hand hygiene.
- All schools will post signs throughout the school and will regularly share messages with the school community.
- At a minimum, students and staff should wash hands as follows:
  - Upon entering the building and each classroom;
  - After using shared objects or surfaces (e.g. electronic devices, musical instruments, writing utensils, tools, toys, desks or tabletops);
  - Before and after snacks and lunch;
  - After using the bathroom;
  - After sneezing, wiping or blowing nose, or coughing into hands;
  - Upon coming in from outdoors; and
  - Anytime hands are visibly soiled.

### *Containment*

Stopping the spread of the virus is a top priority of the district. The health and wellbeing of all is our number one priority, therefore, we must plan for what happens if a student or staff member

becomes positive. The district has established a containment team which consists of the Superintendent, Assistant Superintendent of PPS, Business Administrator, Superintendent of Facilities, building principals, and school nurse. This team will respond to positive or presumed positive cases, as well as preventative practices.

When someone has symptoms that are presenting:

- Staff and students should not come to school and they should notify school officials (building principals or supervisor and the superintendent) if they become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.

If a staff member or student has been exposed to someone with COVID-19 symptoms or a confirmed or suspected case:

- After notifying the supervisor, the staff or student will be in quarantine for 14 calendar days and will only return to work if they have no symptoms.
- Since this person has no symptoms, areas affected will remain open but a deep clean and disinfecting will take place.
- No contact tracing needs to take place.

If a staff member or student becomes sick with COVID-19 symptoms during the school day:

- Immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) in the isolation area.
- School nurses and other healthcare providers should use [Standard and Transmission-Based Precautions](#) when caring for sick people. See: [What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection](#).
- Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are and follow [CDC guidance for caring for oneself and others](#) who are sick. Families members will be contacted to assist with this process.
- It is recommended that the staff or student contact their physician for further guidance and testing. The staff or student should stay home until they have a negative test or are not showing any further symptoms.

If a staff member or student tests positive for COVID-19:

- The Superintendent will work with the school nurse, building administrator, and superintendent of facilities to immediately begin the following steps.

### *Clean and Disinfect*

- Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#).
- Wait at least 24 hours before cleaning and disinfecting. Ensure [safe and correct use](#) and storage of [cleaning and disinfection products](#) including storing products securely away from children.
- The school nurse will begin contact tracing protocols immediately and contact the Department of Health.

### *Notify Health Officials and Close Contacts*

- In accordance with state and local laws and regulations, school administrators will notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#).
- School nurses will work with the Department of Health for contact tracing. They will inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.
- The CDC defines [close contact](#) as (< 6 feet for ≥15 minutes).
- An entire school may not be closed because of one confirmed case.
- Based on the number of students and staff that meet the close contact criteria, a determination will be made by the Superintendent about virtual learning for one class, some classes, or the entire school.

### *Return to School After Illness*

Corinth CSD must follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19. If a person is not diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19, they can return to school:

- Once there is no fever, without the use of fever-reducing medicines, and they have felt well for 24 hours;
- If they have been diagnosed with a different condition and have a written note from a healthcare provider stating they are clear to return to school.

If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms, or does not get a COVID-19 test but has had symptoms, they should not attend school and should stay at home until all three of the following conditions are met:

- It has been at least 10 days since the individual first had symptoms.
- It has been at least three days since the individual has had a fever (without using fever-reducing medicine).
- It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

The CDC provides specific guidance for individuals who are on home isolation.

[Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings](#)

#### *Visitors, Guests, Contractors, and Vendors*

- Visitors will be limited in all schools. Scheduled visitors will be screened upon arrival.
- Contractors and vendors will also be limited during the school day. They will be screened upon arrival if entering the building.

#### *Personal Protective Equipment (PPE)*

The district will ensure that there is sufficient PPE for all students and staff. Training and information will be provided to staff and students on proper use, removal and washing of cloth face coverings.

#### *Staff PPE*

- The district will provide disposable masks for staff members who do not have their own.
- Staff will wear masks at all times that they cannot maintain social distancing.
- All staff requiring additional PPE will be provided by the district.

### *Student PPE*

- All students must wear acceptable face coverings; excluding students who are unable to medically tolerate a face covering. If parents believe that their child is unable to medically tolerate a face covering, they should obtain a doctor's note and contact their building principal.
- Students are encouraged to use their own cloth masks. The district will provide a disposable mask to each student that does not have one.
- Students will be given face covering breaks when they can socially distance.
- Students will not be required to wear a mask during mealtime, snack time, or in-classroom instruction when social distancing can occur.

### *Cleaning Protocols*

- All staff must adhere to hygiene and cleaning/disinfection requirements as advised by the CDC and DOH, including “Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,” and the “STOP THE SPREAD” poster, as applicable.
- Building supervisors, custodians, and cleaners must maintain logs that include the date, time, and scope of cleaning and disinfection. [Template of cleaning log.](#)
- Cleaning and disinfection frequency for each facility type will be clearly stated and included in the logs.
- Regular cleaning and disinfection of restrooms will be done throughout each day.
- Cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19 are outlined in the containment plan.
- Regular cleaning and disinfection of the facilities will occur, including more frequent cleaning and disinfection for high-risk and frequently touched surfaces. This will include desks and cafeteria tables, which should be cleaned and disinfected between each use. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed.
- Cleaning and disinfection are the primary responsibility of the custodial staff, but additional cleaning and disinfection supplies will be provided to faculty and staff.
- Cleaning supplies will be available so that commonly used surfaces (e.g. keyboards, desks, remote controls) can be wiped down before/after use.

- Hand sanitizer will be available near high-touch surfaces.
- Water drinking fountains (unless configured as bottle refilling stations) will be temporarily closed. All staff and students are encouraged to bring personal water bottles or use disposable cups.
- Each child's belongings will be kept separate and in an individually labeled storage container, cubby, or area. Belongings will be sent home regularly to be cleaned.

## **Facilities and Equipment**

Corinth CSD prioritizes a safe, versatile, and organized learning environment that allows for the success and active participation of all students and ensures that district resources meet the needs of our school and community. As such, the following guidelines will be enforced to ensure the health and safety of our students and staff:

- Social distancing and cleaning frequently-touched spaces regularly to prevent spread of infection will be strictly enforced.
- The district complies with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code.
- The district is on schedule to meet the requirements of the Building Condition Survey and Visual Inspection, where applicable.
- Corinth CSD is scheduled to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.
- Alcohol-based Hand-Rub Dispensers will only be installed in locations in accordance with FCNYS 2020 Section 5705.5.
- Corinth CSD will ensure the submission of detailed floor plans to OFP for review in the event it needs to install dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation.
- New building construction and/or temporary quarter projects will be submitted to OFP for a full code review.
- All project submissions only dedicated to "COVID-19 Reopening" will be labeled as such.

- A plan to consult with OFP for a preliminary evaluation will be provided if new facilities are to be leased.
- Any temporary or permanent use of tents will adhere to the BCNYS.
- Corinth CSD ensures that the existing number of toilet and sink fixtures meet the minimum standards of the BCNYS.
- All buildings contain at least one drinking fountain per one hundred occupants.
- Any use of plastic separators will comply with the 2020 BCNYS Section 2606.
- Upon reopening, the district plans to increase ventilation, to the greatest extent possible.
- The district will also increase ventilation with outdoor air to the greatest extent possible based on the outdoor air temperature and the capabilities of our systems.
- Water systems will be flushed in buildings that have been unoccupied.

### **Teaching and Learning**

Continuity of learning has been at the forefront of our decision making in the Corinth CSD since the closure of buildings in March of 2020. Our initial focus was on regular, ongoing, and accessible professional learning for staff regarding virtual instruction, including the availability of technology for all families to ensure equity at all levels. We have clear expectations for communication and connection between school and home, which are essential parts for ensuring that all stakeholders are involved in the evolving nature of instruction during the COVID-19 pandemic.

Equity and access must be the priority for all students in the Corinth CSD including, but not limited to, students with disabilities, English language learners, students who lack connectivity, and students experiencing temporary housing situations.

- The reopening plan has been adjusted to meet the evolving needs of a virtual or hybrid instructional option.
- Instruction will be aligned with New York State Learning Standards with a focus on prioritization of the Next Generation State Standards in ELA and mathematics.
- The district will create a clear communication plan for how students and their families/caregivers can contact the school and teachers with questions about their instruction and/or technology. This information will be accessible to all, widely

disseminated, and include multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone).

### *Attendance and Chronic Absenteeism*

The Corinth CSD believes that the most essential part of reopening schools is connecting with students. Attendance will be taken daily for both in-person and virtual learning environments using our student management system and the following procedures will be enforced:

- Attendance of any school-age student of compulsory age, who resides in the Corinth CSD will be reported in our student management system.
- Students that are not connected will be referred immediately to the social worker/counselor in each building and a plan will be developed with each family.
- Resident students of compulsory age who were not in attendance in the current school year will 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. These students will be immediately referred to the social worker for follow-up conversations and planning.
- Chronic absenteeism is the utmost concern no matter the model of instruction. Once students are identified to have attendance issues, each student/family will receive regular communication..

### *Technology*

Corinth CSD supports the utilization of technology and provides equity of access to facilitate learning, curriculum and instruction planning, differentiation, remediation, collaboration, and communications within and beyond the school community.

- All students K-12 will be issued their own device for their exclusive use in September.
- Corinth CSD students were surveyed to determine the level of reliable internet access in their places of residence.
- Professional development for leaders and educators on designing effective virtual learning experiences and best practices for instruction in virtual settings are being offered.

- Student data privacy and security will be maintained. The district complies with Federal and State laws related to student technology use, including NY Education Law 2-d and Part 121 of the Commissioner’s Regulations.
- Based on the needs of the students and on the recommendations of the assistive technology support staff, if a student requires additional technology, it will be provided.

## **Instructional Models**

Teachers and related service providers will develop a consistent learning plan for all students explaining procedures for virtual learning.

### *Universal Pre-Kindergarten (UPK)*

The district will ensure that contracted UPK providers have measures in place to ensure they will follow health and safety guidelines outlined in NYSED guidance and required by the New York State Department of Health. The district will also ensure their eligible agencies have a Continuity of Learning Plan that addresses in-person, remote and hybrid models of instruction.

### *Elementary School Grades K-5:*

- The elementary students (K-5) will have in-school instruction five days a week.
- To accommodate social distancing, the fifth grade students will receive instruction in the middle school building.
- Students will be required to wear masks while on campus at all times except during mealtime, snack time, or in-classroom instruction when social distancing can occur.
- Elementary students will stay with the same cohort of students throughout the day.
- Elementary students will eat together and have their specials (art, music, PE, and library) together.
- PE and music classes will be conducted outside whenever possible.
- Art materials will not be shared between students.
- The library will use our online service to share books in a digital format.
- Breakfast will be served in the classroom while lunch will be served in the cafeteria.

- There will be no field trips at this time.
- Students will no longer be able to enter the school before the start of the school day as they have in the past.
- We require family support with wearing masks and timely (not early) drop off of students.
- Walkers should wear a mask and plan to arrive at school at the start of the school day (not early).
- All students and staff will be trained in the new school protocols during the opening days of school.

The instructional focus for the first week of school will be to:

- Establish routine, communication, and relationships with students and families.
- Learn technology tools and procedures for successful transitions between in-person and virtual instruction.
- Guide students through healthy social-emotional practices.

*Middle School Grades 6-8:*

- Middle school students will be divided into two groups by grade level and receive a combination of in-person and virtual instruction. Students will attend school in person for two consecutive days and then engage in virtual instruction for the next two consecutive days.
- Student groups will be designated on their schedule.
  - AB students will receive in-person instruction on AB days and participate in virtual instruction on CD days.
  - CD students will receive in-person instruction on CD days and participate in virtual instruction on AB days.
- Students will be required to wear masks while on campus at all times except during mealtime or in-classroom instruction when social distancing can occur.
- Students will not move throughout the building between classes. Students will remain in their homeroom pod for the majority of the day. The only exception will be for specific special area classes and using the restroom. When students transition throughout the

school, they are required to wear masks, follow the designated pathways, and adhere to maintaining a 6-foot buffer from other students/staff.

- Students will not be issued lockers and will be asked to minimize the materials they carry in school.
- Students will eat their breakfast and lunch in the classroom.
- There will be no field trips at this time.
- In-person instruction will be live-streamed for students that are receiving virtual instruction.
- On virtual instruction days, students will be required to participate in classroom work remotely and/or complete assignments. Students will be expected to log into their Google Classroom at the same time as their scheduled class. Expectations on virtual days will be determined by the teacher.
- Students will be responsible to check their school email daily as it will be used as the primary means of communication. Daily announcements will be emailed to each student in the morning which may include video instructions, upcoming events, and reminders.
- Hallways and stairways will be marked for one-way travel wherever possible. There will be clear signs indicating the flow of traffic when this is not possible. Students will eat their breakfast and lunch in the classroom.
- All students and staff will be trained in the new school protocols during the opening days of school.
- Restrooms will have signs designating appropriate social distancing and students must wash their hands for 20 seconds after use.
- Drinking fountains will be closed, only those used for bottle refilling will remain open. Students are encouraged to bring their own filled water bottle to school each day
- Shared materials will be minimized and where used, (e.g., library books, science lab materials, etc.) will be disinfected or allowed to remain untouched for 3 days between use (or length specified by CDC).
- Desks will be cleaned after each class departs to ensure that classrooms remain clean for future classes.
- Outside spaces will be used whenever possible.

- All locker rooms will remain closed. Students will participate in physical education activities using the clothing they are wearing. Students are reminded to wear appropriate footwear on PE days.

### *High School Grades 9-12*

- High school students will be divided into two groups by grade level and receive a combination of in-person and virtual instruction. Students will attend school in person for two consecutive days and then engage in virtual instruction for the next two consecutive days.
- Student groups will be designated on their schedule.
  - AB students will receive in-person instruction on AB days and participate in virtual instruction on CD days.
  - CD students will receive in-person instruction on CD days and participate in virtual instruction on AB days.
- Students will be required to wear masks while on campus at all times except during mealtime or in-classroom instruction when social distancing can occur.
- Students will follow their normal high school schedule both during in-person instruction days and virtual learning days.
- Students will move throughout the building between classes, they must wear masks, follow the designated pathways, and adhere to maintaining a 6-foot distance from other students/staff.
- Secondary students will not be issued lockers and will be asked to minimize the materials they carry in school.
- There will be no field trips at this time.
- In-person instruction will be live-streamed for students that are receiving virtual instruction..
- On virtual instruction days, students will be required to participate in classroom work remotely and/or complete assignments. Students will be expected to log into their Google Classroom at the same time as their scheduled class. Expectations on virtual days will be determined by the teacher.

- Students will be responsible to check their school email daily as it will be used as the primary means of communication. Daily announcements will be emailed to each student in the morning which may include video instructions, upcoming events, and reminders.
- Hallways and stairways will be marked for one-way travel wherever possible. There will be clear signs indicating the flow of traffic when this is not possible.
- High school students will utilize the cafeteria to eat their lunches when attending school for in-person instruction. Seating locations will be clearly designated and students will follow the procedures outlined in the food and nutrition section of this document.
- All students and staff will be trained in the new school protocols during the opening days of school
- Restrooms will have signs designating appropriate social distancing and students must wash their hands for 20 seconds after use.
- Drinking fountains will be closed, only those used for bottle refilling will remain open. Students are encouraged to bring their own filled water bottle to school each day.
- Shared materials will be minimized and where used, (e.g., library books, science lab materials, etc.) will be disinfected or allowed to remain untouched for 3 days between use (or length specified by CDC).
- Desks will be cleaned after each class departs to ensure that classrooms remain clean for future classes.
- Outside spaces will be used whenever possible.
- We are still developing a coordinated plan with BOCES and outside programs to ensure our students can access programs as often as possible.
- All locker rooms will remain closed. Students will participate in physical education activities using the clothing they are wearing. Students are reminded to wear appropriate footwear on PE days.

### **Virtual Learning**

Guidance from NYSED and the Department of Health states that there are several groups that are at increased risk for complications from COVID-19 and may need added or alternative provisions. Students who have family members who are in high-risk groups may also need to attend school virtually. Corinth CSD will create a virtual learning environment to accommodate

the needs of any student in our school community that isn't comfortable returning to in-person instruction.

- All students in K-12 will have the opportunity to learn virtually. Parents that are choosing to have their child(ren) participate in a full virtual learning model will need to commit to virtual learning for the first half of the year (through January 29).
- All teachers will meet with their students in some capacity daily. Google Classroom will be the uniform virtual learning platform utilized by all teachers.
- Students participating in virtual instruction will be allowed to participate in extracurricular activities (if offered) and athletics.
- An online parent and student virtual learning plan will be created for all who register.
- Academic requirements and attendance must be maintained throughout virtual learning.
- The virtual learning agreement can be found at [www.Corinthcsd.org](http://www.Corinthcsd.org).

### **Special Education**

It is important to provide all services that are needed for our special education students. Special education programs and services provide equity and access for students with disabilities. All students with disabilities will continue to have available to them a free and appropriate public education (FAPE) and related services designed to meet their unique needs within in-person, virtual, and hybrid learning environments.

- Each student's IEP will be reviewed by their case manager. The case manager is expected to monitor student progress and communicate this progress consistently to parents, students, and the educational team.
- If a hybrid model is necessary, services such as speech, occupational therapy, physical therapy, and assistive technology may be given in-person or virtually. This determination will be made based on the student's needs.
- Any student requiring augmentative communication devices will be provided access to their devices at home if a virtual learning platform is needed. Assistive technology services may also be provided virtually.
- Assistive Technology services will be provided within the school setting during in-school or hybrid models.

### *IEP Implementation*

- IEP implementation continues to apply to programs and services whether delivered in-person, a hybrid model, or virtually. Flexibility with respect to IEP implementation continues to apply during the COVID-19 outbreak for programs and services. The educational team will communicate with parents consistently and document such communications within the student's IEP contact log.
- Teachers and service providers will continue to monitor individual IEP goals and/or objectives. Data collection and documentation will be completed within the student's IEP. Progress monitoring will be shared with parents at the same time as report cards, at parent request, and during requested review and annual review meetings. Reports may be made via telephone or other electronic means if progress reporting procedures specified in the IEP cannot be met with other reasonable efforts.
- All collaboration, assessments, and determinations will be documented and shared with parents in their preferred language or mode of communication.

### *Provision of Services*

- During the 2020-2021 school year, students receiving special education services will be provided in-person instruction to the extent possible.
- Students receiving co-teaching, consultant teacher, or resource room services will participate in the general education hybrid model at the 6-12 level. Students determined at-risk for virtual learning may be determined to need in-person instruction.
- Related services will be provided in-person during the 2020-2021 school year whenever possible.
- Parents will be given a choice of in-person instruction or virtual instruction based on the general education procedures for medically fragile students.
- In the event of a school closure, all special education teachers and related service providers will have virtual learning plans to accommodate students' needs.

### *Compensatory Services*

- CPSE/CSE will make an individualized determination whether, and to what extent, compensatory services are to be provided once school reopens and how those services will be provided in conjunction with the school's reopening plan.

- CPSE/CSE will consider documented formative and summative assessment of skills in collaboration with the district benchmarks to determine the regression of skills in relation to the general education population. If compensatory services are warranted, the CPSE/CSE will work together to create a schedule of services conducive and consistent with the IEP service.
- All collaboration, assessments, and determinations will be documented and shared with parents in their preferred language or mode of communication.

### **English Language Learners (ELL)**

Connecting our English Language Learners with in-person instruction will remain a priority as we plan to reopen schools. We contract these services with WSWHE BOCES and our English as a New Language (ENL) teachers will work to connect daily with our students. The following procedures will be implemented:

- ENL teachers will complete the ELL identification process within 30 school days from the start of the school year for all students who enrolled during COVID-19 school closures in 2019-20, during the 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 will resume for all students within the required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.
- Provision of required instructional units of study will be provided to all ELLs based on their most recently measured English language proficiency level.
- ENL teachers will regularly communicate with the parents/guardians of ELLs to ensure that they are engaged in their children's education during the reopening process. ENL teachers will also provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.
- All ELLs will be given technology to assist with virtual work during hybrid or fully virtual learning.

### **Social-Emotional Learning (SEL) and Mental Health**

The Corinth CSD will continue to prioritize the social-emotional wellbeing of our students and staff. The district will identify students, staff and families in need of additional support as school reopens. Resources will be made available to address the mental health, behavioral, and

social-emotional needs of students and staff. Staff will be provided with professional development opportunities on the implementation of SEL best practices, ACEs (adverse childhood experiences), and the impact of trauma on social-emotional development, behavior, and learning.

- SEL will be incorporated into daily instructional and social practices. The five core competencies of SEL as defined by the Collaborative for Academic, Social, and Emotional Learning (CASEL) are:
  - Self-Awareness - the ability to recognize one's own emotions, thoughts, values, and how they influence behaviors.
  - Self-Management - the ability to regulate one's emotions, thoughts, and behaviors in different situations to effectively manage stress, set goals and motivate oneself.
  - Social Awareness - the ability to take the perspective of others, empathize with others, and to recognize resources and supports.
  - Relationship Skills - the ability to establish healthy relationships, to communicate, cooperate, negotiate conflict, and seek help when needed.
  - Responsible Decision Making - the ability to make constructive choices, evaluate the consequences of actions, and reflect.
- The district has recently updated our [K-12 Comprehensive Plan](#) on the School Counseling webpage to include all the necessary supports and services associated with the COVID -19 pandemic and reopening of school.
- The district has an advisory council composed of families, students, members of the BOE, administrators, counselors, social workers and/or psychologists, and community-based service providers. A full list of members can be found in our district's Comprehensive Plan on our website [www.corinthcsd.org](http://www.corinthcsd.org).
- Multi-Tiered System of Support (MTSS) is an evidence-based approach to the delivery of services to support social-emotional well-being. It is a three-tiered system to provide universal interventions for all students; targeted interventions (secondary) for students identified as at-risk and intensive interventions (tertiary) for students identified as high-risk. The district will continue to identify staff/teams in support of MTSS. The details of this approach are included in the district's Comprehensive Plan.

- Counselors, social workers, and administrators will work with teachers to ensure that all students are connected to an adult in our school through the use of relationship mapping ([Harvard Graduate School of Education: Making Caring Common Project](#)).
- The Corinth CSD will monitor students and families that need additional support using various tools such as surveys, outreach, and relationship-building.. Parents and students are encouraged to contact our district’s Counseling Office should additional needs arise (518-654-9005). School counselors, social workers, and our school psychologist are available to assist with these needs in school or to provide a referral to community resources as appropriate.
- A therapist from Saratoga Center for the Family and a Care Manager from the Transitional Service Association have offices located in our district. Both agencies have an ongoing relationship with our community and are available to work with students and families as referred.
- The district believes that effective and thorough professional learning is vital to the success of our staff and students during the COVID -19 pandemic. The district is actively engaging in discussions with local agencies to provide staff members with SEL professional development opportunities.

## **Nutrition and Food Service**

A healthy nutrition program is a key component of a successful educational environment. Children cannot focus on learning when they are hungry. School meals boost learning and studies show that students perform better when they are well-nourished. As Corinth CSD transitioned from in-person to virtual learning, the district put in place a pick-up and delivery food service for all families who were in need.

### *In-Person Meal Service*

- All students regardless of meal eligibility status will have access to school meals each school day.
- All health and safety guidelines will be followed by our food service personnel.
- The district maintains clear records on each student with a food allergy and will safeguard them at all locations where food is being served.
- Students at the K-4 level will wash their hands in the classroom before and after snacks and meals. Students in grades 5-12 will also be encouraged to wash their hands. Hand sanitizer stations will be available in all areas where food is served. Monitors will be present to encourage students to use sanitizer.

- Touchless and cashless payment systems will be installed in each school and “no-touch” barriers will be in cafeteria lines.
- Cafeteria workers will be supplied with masks, shields, gloves, and aprons to be worn at all times.
- Food service will consist of a “grab and go” model to ensure that all students can receive a meal or meal component untouched by their peers. Cafeteria staff will pre-plate all meals and hand them directly to the student.
- If served in the same common areas, lunchtimes will be staggered to ensure that all tables and chairs are cleaned and disinfected after each use.
- All students will have access to breakfast and lunch each day. In grades K-8, breakfast will be brought to the classroom by the cafeteria staff. Students in grades 9-12 will be offered a “grab and go” breakfast upon entering the building, which they can then eat in the classroom.
- Lunch service for K-4 will be served in the cafeteria with a staggered schedule to maintain social distancing. Grade 5-8 students will receive their lunches in their classrooms to eat. Students in grades 9-12 will receive pre-plated meals from cafeteria staff and be seated in the cafeteria with tables set up to allow for social distancing.
- The food service staff will comply with all Child Nutrition Program Requirements.
- All food service information will be shared with families in their spoken languages.

### *Offsite Meal Service*

- Curbside pick-up will be utilized for students participating in virtual learning.
- Multiple days of breakfast and lunch may be picked up at the same time or daily.

### **Transportation**

The school bus is an extension of the classroom; therefore, many of the recommendations that apply to school buildings (like social distancing and frequent cleaning) will be applied to the school bus as well. The Corinth CSD has reviewed all safety and cleaning procedures with the Transportation Department. The following mandatory requirements will be met:

### *Staffing Requirements*

- School bus drivers, monitors, attendants, and mechanics shall perform a self-health assessment for symptoms of COVID-19 before arriving at work using the district-wide screening tool. Any staff experiencing symptoms of COVID-19 should notify their supervisor and seek medical attention.
- School bus drivers, monitors, attendants, and mechanics must wear a face covering.
- All transportation staff will be required to sanitize their hands upon entering the transportation building. Hand sanitizer units are located at the entrances to the building.
- Transportation staff (drivers, monitors, attendants, mechanics, and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment, social distancing and the signs and symptoms of COVID-19.
- All necessary PPE will be available for transportation personnel.
- Drivers and bus aides who have direct contact with students must wear gloves.
- Drivers, monitores, and attendants are not allowed to carry hand sanitizer.

### *Student Requirements*

- All parents/guardians are required to screen their child/children and answer the questions on the screening tool to ensure they are not experiencing any signs and symptoms of COVID-19 prior to arrival at school.
- Students with a temperature of 100 degrees or more should stay home.
- Masks must be worn at all times while riding on the bus. If you believe your child is unable to medically tolerate a face covering, including students where such covering would impair their physical health or mental health, please obtain a note from your child's doctor and contact your building principal.
- Disposable masks will be available on every bus for any student who forgets their reusable mask.
- Students must maintain social distancing on the bus.
- Students will have assigned seats and attendance taken for each run.
- Students will be seated one child per seat unless from the same family.

- Students and parents should maintain 6-foot distancing at bus stops and while loading and unloading.
- No student will be allowed in the seat directly behind the driver.

### *Bus Cleaning*

- COVID-19 and transportation protocol training will be provided prior to opening to school.
- Bus drivers and contracted carriers will be required to clean and disinfect their driver area daily.
- Bus drivers and contracted carriers will be required to disinfect the seats after each run with approved cleaner.
- Bus drivers will be required to drive the same bus each day.
- There will be two separate bus runs (5-12 and K-4) for both the morning and afternoon.
- Wheelchair placement will be configured to ensure social distancing.
- Transportation will be provided for all students attending a nonpublic, parochial, private, or out of district placements.
- All students are entitled to transportation by the district to the extent required by law.
- When temperatures are above 45 degrees fahrenheit, school buses should transport passengers with roof hatches or windows slightly opened to provide airflow.

### **Career and Technical Education (BOCES, ECCA, TEC-SMART, etc)**

The district is committed to working with our partner institutions to provide all possible opportunities for our students. We will work with each of these institutions individually as they develop their reopening plans to provide services for our students.

## **Staffing and Human Resources**

### *Staffing Overview*

- As we continue to finalize our reopening plans, it will be critical for the district to think about certain areas that may require temporary staffing. These include but are not limited to part-time nurses, cleaners, transportation, and substitute teachers.
- The district will ensure that all individuals employed to teach in New York State public schools have a valid certificate.
- There may be times where a certified teacher may be instructing in areas not covered by their certifications. This time will not exceed 10 classroom hours a week during the 2020-21 school year.

### *Medically Vulnerable/High-Risk Groups*

- Guidance from NYSED and the NYS Department of Health states that there are several groups that are at increased risk for complications from COVID-19 and may need added or alternative provisions. In the Teaching & Learning section of this guide, student guidance on this topic is discussed.
- While it is important to recognize that the district's top priority is to have all staff and students teaching and learning in-person, the district also realizes that an in-person model may not be possible for some medically vulnerable or high-risk individuals.
- If a staff member believes they belong to one of these groups or live with someone who is high risk and it may affect their ability to safely return to in-person work, they should contact the Superintendent to discuss all options.

### *APPR*

Corinth CSD will work with our teachers to ensure that students are being taught as effectively as possible. We will continue to monitor teacher instruction and fully implement our currently approved APPR plan.

### *Student Teaching*

Teachers will continue to work with pre-service teachers and follow all guidelines outlined in this plan.

## **Before & After School Childcare**

Corinth CSD has a strong partnership with the Saratoga Regional YMCA to provide our students with before and after school care. We will continue this partnership for the 2020-21 school year.

- Any day that students have in-person instruction, before and after school childcare will be offered at the elementary school.
- Staff will be required to follow all health and safety protocols that are in place during the school day.
- Because these programs are in our schools, all daycare staff will be required to conduct a self-screening prior to working.
- Students will be placed in the same cohort each morning and afternoon. Students of the same family should stay together in these cohorts.
- Social distancing and the use of PPE will be required as outlined in the full plan.
- The school will consider these areas of operation a priority for cleaning and disinfecting nightly.
- The YMCA will notify the district immediately if a staff member contracts COVID-19. The contract tracing process will immediately begin by our school nurse and we will work with the Department of Health on communicating with all individuals who may have been in contact.
- A written plan for the before and aftercare programs will be disseminated to each family upon signing up for the program.