

# Parent Meeting

M. C. Smith Elementary School

August 12, 2020

# OVERVIEW

- The Governor has determined that schools may reopen this fall due to the low infection rate (1% currently).
- The District has developed a plan in accordance with all SED and DOH guidelines and with careful consideration for the health and safety of all individuals.
- Districts were asked to design a plan to bring as many students back to school with a priority for the youngest learners, ELLs, students with disabilities and transitional grades.
- Staff begin on September 8 with four (4) days of Superintendent Conference Days for Professional Development.
- All students begin on Monday, September 14 either in person or remotely (see next slide).
- The 180-day requirement begins on 9/8 with Superintendent Conference Days and student days counting towards that total.
- The School District expects that all families will take responsibility to protect the entire school community by reporting any travel to the Columbia County Department of Health as required by the NYS Travel Advisory. Link to the most recent information about the NYS Travel Advisory is here: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>

# M.C. Smith Elementary School Phase In

- All UPK - Grade 5 students, including students assigned to a self-contained special education classrooms, will attend school Monday, Tuesday, Thursday and Friday each week. Wednesday instruction will be remote for deeper cleaning of all schools.
- During the month of September, students will be slowly phased in as follows:

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Week 1* (9/14-9/18)	UPK** - K only	UPK - K only	REMOTE	UPK - K only	UPK - K only
Week 2 (9/21-9/25)	UPK** - Gr. 2 only	UPK - Gr. 2 only	REMOTE	UPK - Gr. 2 only	UPK - Gr. 2 only
Week 3 (9/28-10/2)	UPK** - Gr. 5	UPK - Gr. 5	REMOTE	UPK - Gr. 5	UPK - Gr. 5
Week 4 (10/5-10/9)	UPK** - Gr. 5	UPK - Gr. 5	REMOTE	UPK - Gr. 5	UPK - Gr. 5

\*All students start school on Monday, September 14 either in person or remotely.

\*\*UPK drop off is tentatively 9 AM

# Daily Routines

# ARRIVAL & DISMISSAL PROCEDURES

- This is determined by the bus routes but will be staggered to ensure safety.
- Upon arrival, all staff and students must be screened for temperature before entering the building. This will be done with no touch thermometers.
- Parents are encouraged to take their child(ren)'s temperature before arriving at school to prevent the need to isolate a student(s) until a parent picks them up for medical evaluation.
- There will be socially distanced areas designated prior to the start of school for students who arrive early despite the staggered arrivals.

# MEALS

- Breakfast will be grab and go style and eaten in classrooms.
- Students will eat lunch in classrooms and supervised by aides and other appropriate staff.
- Custodial staff will be removing garbage from classrooms after lunches, and other staff, as appropriate, will be assisting in the cleaning of desks after lunches.
- Shared food items are prohibited unless living in the same household.
- Students may use water bottles in classrooms and fill them at the stations. No other fountain use will be permitted. We will also be providing disposable paper cups.
- Meals will be available to all students, regardless of whether they are in school or learning from home. The locations for meal pick-up will be posted on our website and communicated to families when they are determined.

# VISITORS

- **No outside visitors or volunteers will be allowed on school campuses, except for in emergency circumstances or to ensure the safety and well-being of students and staff.**
- **Essential visitors to facilities will be required to wear face coverings, need to be screened through our visitor management software system, and follow the District's health screening protocols.**

# **Health & Safety / Operations**



# COVID Testing, Positive Results and Tracing

- Questions submitted regarding COVID-19 testing, positive results and contact tracing will be referred to the Columbia County Department of Health (DOH) and answers provided to staff.
- School districts do not have the ability or authority to conduct testing.
- If a teacher or student test positive, the district will immediately contact the local DOH for guidance on how to proceed. Building administrators will determine class coverage beginning with availability of substitute teachers.
- Entire grades or schools will not necessarily need to be quarantined due to exposure. The individuals who will need to quarantine and the duration of the quarantine will be determined by our local DOH through contact tracing in cooperation with the District.
- The decision to close school due to an outbreak will be determined between the District and local DOH. We must remain prepared to change the model of instruction as required.

# MASKS

- Masks **MUST** be worn at all times on the school bus unless there is a documented medical excuse. All riders (including drivers and aides) must wear a face covering over the nose and mouth when entering/exiting the bus and for the duration of transport.
- Disposable masks will be available both on school buses and in school on an as needed basis.
- Students must wear a mask in school except when given a break by teachers/staff.
- The school will provide each student with a cloth mask and have disposable masks available whenever a student requires one.
- Cloth masks **MUST** be cleaned on a regular basis. We recommend having a couple of clean masks available for use in school.
- Students may remove their masks when safely 6 feet away from others and as determined safe by the teacher (i.e. snack, lunch, outdoors, and other periods of time where social distancing can be ensured).
- Mask breaks will take place as often as possible but with space constraints.

# **MASKS, continued**

- **If a student sneezes on a desk during a mask break, students should put their masks back on, the student should stand up and away from the desk, and a school employee should clean the surface. The student should perform hand hygiene.**
- **If a child is feeling overheated or anxious about the mask, this may be the ideal time for a safe mask break under the guidance of a teacher/staff if students are 6 feet apart.**
- **Any defiance of wearing a mask could be considered a violation (i.e. insubordination, safety) of the Code of Conduct. To maintain the health and safety of the student and others, an alternative learning setting may be assigned.**
- **The Code of Conduct is currently being revised and reviewed for approval by the Board of Education.**
- **Students who are unable to wear a mask due to anxiety, sensory, or fear will be referred to the 504 or CSE team for consideration of accommodations.**

# PPE and OTHER SAFETY MEASURES

- All students, teachers and staff will be required to wear face coverings over the nose and mouth.
- Face shields may be worn but a face mask is also required.
- The district is in the process of building and/or purchasing additional protections for areas where 6 feet of distance will not be possible.
- Posters on proper hygiene, Personal Protective Equipment (PPE) and social distancing will be on display around the school.
- Students will be instructed on proper hygiene, mask wearing and social distancing.
- Safety drills are still required by the New York State Education Department and will be conducted with every student group.

# SOCIAL DISTANCING

- Classrooms will be set up with 6 feet of space between students in all directions.
- The number of students and adults in a room will vary based on the available square footage of each room. We are working with our Risk Management team to determine the maximum capacity of each room while ensuring sufficient social distancing.
- Building and grounds will put tape down to mark out where desks should be to keep with 6 feet of social distancing.
- Six foot markers will be labeled in hallways to assist students with social distancing.

# **HYGIENE**

- **Student bathrooms will be equipped with with disposable paper towels.**
- **A limited number of students will be permitted to use the bathroom at the same time. This will be closely monitored by assigned staff.**
- **All classrooms will be supplied with hand sanitizer, disinfectant spray, paper towels, and any other supplies needed.**
- **Cleaning materials between classes should not be necessary due to hand sanitizing stations in each room. Students and staff should use hand sanitizer upon entering the room so their hands are disinfected prior to handling materials.**

# SYMPTOMS OF ILLNESS

- Parents are strongly encouraged to check a child(ren)'s temperature at home to prevent unnecessary dismissals from school.
- All students will be checked for temperature before entering school. A student with a temperature above 100.0 F will not be permitted to attend school. The child will be escorted and held in the isolation room and the parent will be notified to pick them up immediately.
- The isolation room for COVID-19 type symptoms (i.e. temp over 100) will be separate and apart from the nurse's office where other types of symptoms are treated. However, all children exhibiting COVID-19 symptoms such as temperature over 100 would be held in the same isolation room.
- A student with a chronic cough may attend school depending on the health care provider's documented recommendation for coughs unrelated to COVID-19.
- Student(s) with allergies who have watery eyes and runny nose attendance in class depends on the health care provider's documented recommendation for symptoms unrelated to COVID-19. Students should be sent to the nurse for symptoms that present themselves.
- Absences due to COVID-19 illness/quarantine will not be held against a child's attendance record. It will be considered "excused" as long as medical documentation is provided.

# ISOLATION OF SYMPTOMATIC STUDENTS

- There will be a separate location for COVID-19 symptoms designated in each school.
- If a child appears to be ill, a teacher would call the main office to have the child escorted by a masked employee to the isolation room for the nurse's evaluation. If the nurse and a Columbia County DOH employee suspect or confirm a case of COVID-19, the areas that the student occupied will need to be closed and disinfected. The school district will provide all necessary PPE.
- According to the local DOH students with fevers can be grouped in the same isolation room. Within that isolation room, students will be socially distanced and will wear face coverings.
- The protocols that have been put in place within our plan to help prevent COVID-19 have had a positive effect on preventing the spread of other illnesses and diseases in other settings.



# VENTILATION and CLEANING

- **The District will be increasing ventilation with outdoor air to the greatest extent possible based on the outdoor air temperature and the capabilities of our HVAC system.**
- **We have a service contract to service the a/c units 3 times a year. If they have the capability to use a higher grade filter they will be used.**
- **The maintenance department will be checking all areas to ensure all ventilation systems are working properly.**
- **While we will be conducting routine cleaning and sanitizing of all high touch areas of the school every day, we are reserving Wednesdays for a deeper cleaning to prepare for the Gold Group of students.**

# **TEACHING AND LEARNING**

# LEARNING MATERIALS

- Students can complete work on paper and turn in.
- Sharing of novels is not recommended as they would be very difficult to clean.
- A novel could be assigned to a student and then wiped down and stored for seven days to allow another student to use it. The same process for the classroom library should be observed.
- Our goal is to limit the exchange and handling of materials and objects. In particular, we should limit where possible the shared handling of items like cardboard and paper that are not easily cleaned while durable items such as manipulatives are easier to clean. For example in science classrooms, glassware could be handled with gloves and an emphasis on hand hygiene. Durable, non-porous items could be wiped down between classes.
- To the extent practicable, we want to allow our students to have a device at home and in school, especially for the younger students so they are not carrying it back and forth. Chromebooks are being assigned to each student and there will be extra available if a student forgets it at home when they're in school.

# MODELS OF LEARNING

- The building principals are working on the schedules and looking for ways to conduct specials safely in person but there may be a need for remote learning for these classes.
- When possible students will go outside for PE and the gyms will be utilized in a safe manner when possible
- Parents may have the option to switch from in-school attendance to Virtual School during the semester.
- Those families who choose Virtual School will not be able to switch to in-person instruction until the second semester (January). Each change from the virtual platform to the in-school setting disrupts transportation, classroom capacity, etc.
- Your children do not need to participate in the same mode of instruction.
- Response to Intervention (RtI) and English as a new language (ENL) services will be provided as required through differentiated instruction and the use of certified Literacy and ENL teachers.
- Learning standards are being mapped to ensure essential learning occurs.
- Assessments will be given to determine material missed this spring and teachers will reteach necessary skills.
- There is no word yet on NYS exams, but we would offer a virtual platform.

# STUDENTS WITH DISABILITIES

- To the extent practicable, related services will be provided at the level recommended in the IEP. In some cases of virtual instruction, services will be determined and provided to the extent practicable as appropriate for the needs of each student and addressed through the CSE.
- The district will provide additional PPE (clear face masks, cough/sneeze shields, gloves) for those involved in services that require viewing of facial expressions, positioning of mouth and tongue, and exchange of materials during evaluations/service provision.
- Parents who have requested Virtual school only will be invited to a CSE meeting to discuss service provision as it relates to their child.
- Parents who opt to Homeschool their child but would like Special Education services, should contact the Student Services Office directly. Services for Homeschooled students are offered at the school building(s).

# ATTENDANCE, SCHEDULES & SUPPLIES

- Daily attendance will be taken for both in school and remote learners.
- Schedules will be completed by the end of August.
- Announcement of teachers will be the week of August 17th.
- Supply lists will be out within the next two weeks.
- Wednesday remote days will run as a regular school schedule and attendance taken.

# NEXT STEPS

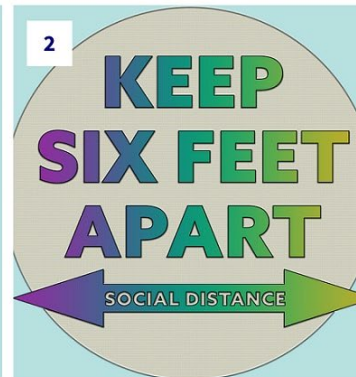
- Slides used this evening will be shared on reopening page of our website ([www.hudsoncsd.org/reopening](http://www.hudsoncsd.org/reopening))
- Questions submitted to [reopeningschools@hudsoncsd.org](mailto:reopeningschools@hudsoncsd.org) will be answered by reply email as well as in the FAQ for the benefit of others.
- Please be sure to familiarize yourself with the comprehensive plan found on our website: [HCSD Reopening Plan](http://www.hudsoncsd.org/hcsd-reopening-plan) ([www.hudsoncsd.org/hcsd-reopening-plan](http://www.hudsoncsd.org/hcsd-reopening-plan))

HELP US BRING STUDENTS BACK SAFELY  
THIS SEPTEMBER BY DOING YOUR PART  
THIS SUMMER!



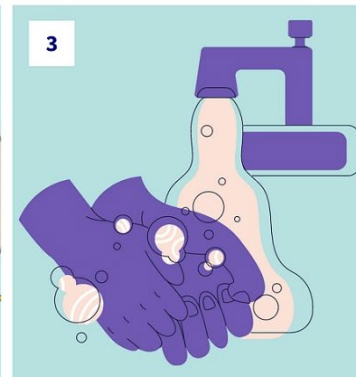
## MASKS & FACE COVERINGS

Have your child(ren) practice wearing a mask properly so they will be comfortable with it before coming back to school. Masks should be worn over the nose **AND** mouth. Non-medical masks, bandanas and cloth are okay.



## SOCIAL DISTANCING

Show them what 6 feet of social distance looks like.



## HAND WASHING

Teach them how to properly wash their hands with soap and water for **at least 20 seconds**. For younger children, have them sing "Happy Birthday" twice or the ABCs so they know when they are done.

# Next Steps, continued

Virtual learning support for families will be offered this month! You need to sign-up in advance. Space is limited!

Please go to this website to check it out:

<https://www.hudsoncsd.org/2020/08/12/google-classroom-workshop-for-parents/>

- Masks required
- Social distancing required
- Your temperature will be taken

## Parent Technology Workshops on Google Classroom & G Suite for Education

### TOPICS:

- What is Google Classroom?
- Logging in
- Basic overview
- View assignments & announcements
- Attach and submit assignments
- Other Google apps such as Calendar, Docs and Slides
- Best practices

### DATES:

**Grades K-5 – Monday, August 24**  
(9-10:30 a.m. and 6-7:30 p.m.)

**Grades 6-8 – Tuesday, August 25**  
(9-10:30 a.m. and 6-7:30 p.m.)

**Grades 9-12 – Wednesday, August 26**  
(9-10:30 a.m. and 6-7:30 p.m.)