



# Reopening PCSD Taskforce

Plan for the Reopening of  
Poughkeepsie City School District

**Facilitators:**

Dr. Eric Jay Rosser, Superintendent of Schools

Ms. Kristina Giangreco, Interim Director of Special Projects



Thursday, July 23, 2020

Poughkeepsie City School District

# Reopening Taskforce Agenda

Thursday, July 23, 2020

- 1 **Roll Call/Taskforce Members**
- 2 **Welcome/Purpose of Taskforce**
- 3 **Guiding Principles for Reopening Plan/ Domains of Reopening Plan**
- 4 **Reopening Guidelines**
  - Taskforce Feedback
  - Subcommittee Work
- 5 **Next Steps**
- 6 **Questions and Answers**

# School Reopening Taskforce

## PCSD Reopening Taskforce - Subcommittees

### P-12 Instructional/Technology

Kris Giangreco - PCSD  
 Kathleen Lowell - HVRBERN  
 Heather Martino - PCSD  
 Michelle Devlin - PCSD  
 David Scott - PCSD  
 Joe Mazzetti - PCSD  
 Kelleyann Royce - PCSD  
 Sean Danishvar - PCSD  
 Dr. Eric Rosser - PCSD Superintendent  
 Charlotte Mennona - PCSD  
 Michelle O'Gara - PCSD  
 Tamoya Norwood - Parent  
 Colleen Hardiman - PCSD  
 Michelle Martinez Leffert - PCSD BOE  
 Nadine Dargin - PCSD  
 Dr. Andrew Rieser - PCSD BOE

### Health and Safety

Dr. Tim Wade - PCSD  
 Fountou Hinds - Parent  
 Cornelia Harris - Parent  
 Linda Boykin - PCSD  
 Renee Johnson - PCSD  
 Karen Zirbel - Poughkeepsie PD  
 Joanne Bardin - PCSD

### Child Nutrition

David Dunn - PCSD  
 Dr. Tim Wade – PCSD  
 PCSD Parent (TBD)

### Social Emotional/Attendance

Kelleyann Royce - PCSD  
 Kelly Semexant - PCSD  
 Simone Stewart - PCSD  
 Julliet Coxum - PCSD  
 Satara Brown - Poughkeepsie PD  
 Franky Perez - PCSD  
 Randy Alarcon-Aquino - Student  
 Destiny Tomlinson - Student  
 Dijonna Watson - Student  
 Erick Vasquez-Maldonado - Student

### Human Resource/Staffing

Dr. Tim Wade - PCSD  
 Dr. Eric Rosser - PCSD Superintendent  
 Mary Ivich - PCSD  
 Janiqua Faircloth - PCSD  
 PSCD Teacher (TBD)

### Transportation

Dr. Tim Wade - PCSD  
 Rob McDow - PCSD  
 Jeff Noto - PCSD  
 Dawn Rodgers - PCSD

### Family and Community Engagement/Communications

Natasha Cherry - PCSD  
 Liz O'Rafferty - The Wise Owls Factory and Growing STEMz  
 Toni Llanos - Poughkeepsie Performing Arts Academy  
 John Bradley - Vassar College  
 Mary Ellen Iatropoulous - The Art Effect  
 Anne Walsh - Parent  
 Amelia Miller - Parent  
 Gully Stanford - Community Member  
 James Watson - Mass Design  
 Irwin Goldberg - PCSD  
 Dr. Eric Rosser - PCSD Superintendent  
 Dr. Felicia Watson - PCSD BOE

### Facilities

Rob McDow - PCSD  
 Debra Long - PCSD BOE  
 Jimmy McRay - PCSD  
 Tye Douglas - PCSD  
 Kingsley Henry - PCSD  
 Jeff Noto - PCSD

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# Major Domains of the PCSD's Reopening Plan

1

P – 12 Instructional Model/Technology

2

Health and Safety

3

Child Nutrition

4

Social Emotional Wellbeing/Attendance

5

Communications, Family &  
Community Engagement

6

Transportation

7

Facilities

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# Four **Guiding** Principles for Reopening PCSD

- 1 Deliver high-quality instruction to students, regardless of delivery model
- 2 Ensure the safety and wellness of students and PCSD employees.
- 3 Work with our parents to ensure that their children's' academic, social, emotional and wellness needs are met.
- 4 Optimize the use of school and community resources in supporting PCSD students.

# Reopening Guidelines

- 1 P – 12 Instructional Model/Technology
- 2 Health and Safety
- 3 Child Nutrition
- 4 Social Emotional Wellbeing/Attendance
- 5 Communications, Family & Community Engagement
- 6 Transportation
- 7 Facilities

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# P -12 Instructional Model/Technology



# P-12 Instruction/ Technology

## School Schedules

Schools must create a comprehensive plan for a schedule that includes in-person instruction, remote instruction or a hybrid of both in-person and remote. All plans should be clearly communicated, with as much advance notice as practicable, to students, families and staff. To adhere to state and local health and safety guidelines and ensure social distancing practices, schools may consider various reopening plans and schedules that stagger or alternate their students' return to campus. Schools should collaborate with district stakeholders when considering alternate schedules.

# P-12 Instruction/ Technology

## Technology and Connectivity

Adequate access to a computing device and high-speed broadband is essential for educational equity. Schools and districts must determine the level of access all students and teachers have in their places of residence; to the extent practicable, address the need to provide devices and internet access to students and teachers who currently do not have sufficient access; and provide multiple ways for students to participate in learning and demonstrate their mastery of the learning standards in remote and hybrid instructional models. Schools and districts should provide instruction on using technology and IT support for students, teachers and families and provide professional development for teachers and leaders on designing effective online/remote learning experiences.

# P-12 Instruction/ Technology

## Teaching and Learning

Mandatory teaching and learning requirements include providing clear opportunities for equitable instruction for all students; ensuring continuity of learning regardless of the instructional model used; providing standards-based instruction; ensuring substantive daily interaction between teachers and students; and clearly communicating information about instructional plans with parents and guardians. To allow for schools and districts to adapt to complications caused by the pandemic, certain flexibilities will be authorized, including: flexible student/staff ratio in prekindergarten; extended time for prekindergarten and kindergarten screening to be completed; a waiver allowing districts to convert UPK seats from full-day to half-day (not applicable to Statewide Universal Full Day Pre-K programs); flexibility with the 180 minutes per week Unit of Study requirement; flexibility in the delivery of physical education; allowance for a blend of hands-on and virtual science laboratory experiences; and when appropriate, districts and charters may utilize remote or virtual work-based learning experiences for CTE and CDOS programs.

# P-12 Instruction/ Technology

## Special Education

Schools and school districts are required to provide: a Free Appropriate Public Education consistent with the need to protect the health and safety of students with disabilities and those providing special education and services; meaningful parental engagement regarding the provision of services to their child; collaboration between the Committee on Preschool Special Education/Committee on Special Education (CPSE/CSE) and program providers representing the variety of settings where students are served; access to the necessary instructional and technological supports to meet the unique needs of students; and documentation of programs, services and communications with parents. Schools and school districts should consider in-person services a priority for high-needs students and preschool students with disabilities whenever possible and consider contingency plans developed by the CPSE/CSE to address remote learning needs in the event of intermittent or extended school closures.

# P-12 Instruction/ Technology

## Bilingual Education and World Languages

Reopening plans must address the learning loss experienced by many English language learners (ELLs), in both their English language development and their mastery of content area knowledge. The Department has identified the following requirements and considerations that will allow schools to provide ELL services that address the impact of last year's school closures and prepare them for potential challenges in the coming year. Schools and districts must:

- provide all communications to parents/guardians of ELLs in their preferred language and mode of communication to ensure that they have equitable access to critical information about their children's education;
- ensure that all ELLs receive appropriate instruction that supports their college, career, and civic readiness, by providing them the required instructional Units of Study in their English as a New Language or Bilingual Education program based on their most recently measured English language proficiency level;
- conduct ELL identification for all students who enrolled during COVID-related school closures in 2019-20, during the summer of 2020, and during the first 20 days of the 2020-21 school year within 30 days of the start of the school year; and
- recognizing that all teachers are teachers of ELLs, provide professional learning opportunities related to the instruction and support of ELLs to all educators, as required by Part 154 of the Commissioner's regulations. Schools and districts should align their policies to the Blueprint for English language learner/Multilingual learner (ELL/MLL) Success; adopt progress monitoring tools to measure ELL proficiency; provide social-emotional learning supports to ELLs in their home language; continue utilizing technology in ELL instruction; support Students with Interrupted/Inconsistent Formal Education (SIFE) and other vulnerable populations; ensure the Emergent Multilingual Learners (EMLL) Profile supports early learning; and support completion of the NYS Seal of Biliteracy.

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# Reopening Plan Mandatory Requirements

## TEACHING AND LEARNING

- ✓ All schools must ensure that they have a continuity of learning plan for the 2020-2021 school year. Such plan must prepare for in-person, remote, and hybrid models of instruction.
- ✓ Instruction must be aligned with the outcomes in the New York State Learning Standards.
- ✓ Equity must be at the heart of all school instructional decisions. All instruction should be developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear opportunities for instruction that are accessible to all students. Such opportunities must be aligned with State standards and include routine scheduled times for students to interact and seek feedback and support from their teachers.
- ✓ Instruction aligned to the academic program must include regular and substantive interaction with an appropriately certified teacher regardless of the delivery method (e.g., in person, remote or hybrid).
- ✓ Schools must 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 needs to be accessible to all, available in multiple languages based on district or charter school need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone).

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# Reopening Plan Mandatory Requirements

## Prekindergarten

- ✓ Districts and schools operating Prekindergarten programs must include Prekindergarten in the mandatory requirements outlined under Teaching and Learning above.
- ✓ All Prekindergarten programs that have a direct contract or a Memorandum of Understanding (MoU) with NYSED must submit a Reopening Plan to the Office of Early Learning. Additional information on the format and submission requirements will be forthcoming.
- ✓ Districts that contract with eligible agencies, including CBOs, to provide Prekindergarten programs must attest that they have measures in place to ensure eligible agencies with whom they contract will follow health and safety guidelines outlined in this guidance and required by the New York State Department of Health. The district must also ensure their eligible agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.
- ✓ Districts that contract with eligible agencies, including CBOs, to provide Prekindergarten programs must attest that they have measures in place to ensure eligible agencies with whom they contract will follow health and safety guidelines outlined in this guidance and required by the New York State Department of Health. The district must also ensure their eligible agencies have a Continuity of Learning plan that addresses in-person, remote, and hybrid models of instruction.

# Reopening Plan Mandatory Requirements

## Special Education

- ✓ The school reopening plan, whether services are provided in-person, remote, and/or through a hybrid model, must address the provision of FAPE consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.
- ✓ The school reopening plan must address meaningful parent engagement in the parent's preferred language or mode of communication regarding the provision of services to his/her child to meet the requirements of the IDEA.
- ✓ The school reopening plan must address how it will document the programs and services offered and provided to students with disabilities as well as communications with parents, in their preferred language or mode of communication.
- ✓ The school reopening plan must address collaboration between the committees on preschool special education (CPSE) and committees on special education (CSE) and program providers representing the variety of settings where students are served to ensure there is an understanding of the provision of services consistent with the recommendations on individualized education programs (IEPs), plans for monitoring and communicating student progress, and commitment to sharing resources.
- ✓ The school reopening plan must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students.
- ✓ The school reopening plan must address how it will document the programs and services offered and provided to students with disabilities as well as communications with parents, in their preferred language or mode of communication.

Poughkeepsie City School District

# Reopening Plan Mandatory Requirements

## English Language Learners

- ✓ Qualifying schools that reopen using in-person or hybrid instruction will be required to complete the ELL identification process within 30 school days of the start of the school year for all students who enrolled during COVID-19 school closures in 2019-20, as well as all students who enroll during summer of 2020 and during the first 20 school days of the 2020-21 school year. After this 20 day flexibility period, identification of ELLs must resume for all students within required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.
- ✓ Provision of required instructional Units of Study must be provided to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.
- ✓ Maintain regular communication with the parents/guardians and other family members of ELLs to ensure that they are engaged in their children's education during the reopening process Provide all communications for parents/guardians of ELLs in their preferred language and mode of communication

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# Reopening Plan Mandatory Requirements

## Technology

- ✓ Have knowledge of the level of access to devices and high-speed broadband all students and teachers have in their places of residence;
- ✓ To the extent practicable, address the need to provide devices and internet access to students and teachers who currently do not have sufficient access; and
- ✓ Provide multiple ways for students to participate in learning and demonstrate mastery of Learning Standards in remote or blended models, especially if all students do not yet have sufficient access to devices and/or high-speed internet.

# Action Steps

## Reopening Guiding Principles

**Deliver high-quality instruction to students, regardless of delivery model.**

**Ensure the safety and wellness of students and PCSD employees.**

**Work with our parents to ensure that their children's' academic, social, emotional and wellness needs are met.**

**Optimize the use of school and community resources in supporting PCSD students.**



## Taskforce Feedback Questions\*

- Each member of the Taskforce is asked to provide feedback to questions that have been developed to help inform the conversations of the Subcommittee as they engaged in developing recommendations for the Reopening Plan domains.
- Taskforce members will also be asked to provide additional thoughts for the subcommittees to consider that might not have been captured through the questions.

\* To be provided in a Google Survey to all members



## Subcommittee Work

- Schedule and convene meeting(s) to discuss Taskforce Feedback.
- Using the Reopening Guiding Principles, engage committee members in the process of identifying opportunities to satisfy mandatory plan requirements (Template to be provided).
- Develop Recommendations to be shared with full Taskforce Wednesday July 29, 2020.

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# Health and Safety



# Health and Safety

Focused on preventive actions, schools and districts will be required to perform health checks and screenings, per DOH guidance, and recognize signs and symptoms of illness in students and staff; develop plans to maximize social distancing; develop plans to manage and isolate ill persons until they can be sent home; instruct students and staff in proper hand and respiratory hygiene; require wearing appropriate face coverings; and develop cleaning and disinfection procedures for the school in accordance with CDC and DOH guidance.

# Reopening Plan Mandatory Requirements

- ✓ Districts/schools must review and consider the number of students and staff allowed to return in person. These factors should be considered when determining resumption of in person instruction:
- ✓ Ability to maintain appropriate social distance
- ✓ PPE and cloth face mask availability
- ✓ Availability of safe transportation
- ✓ Local hospital capacity – consult your local department of health.
- ✓ Districts/schools must engage with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) when developing health and safety reopening plans. District/school plan should identify the groups of people involved and engaged throughout the planning process.
- ✓ District/school plan must include 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.
- ✓ District/school plan has a written protocol developed in collaboration with the district or school's director of school health services to instruct staff to observe for signs of illness in students and staff and requires symptomatic persons to be sent to the school nurse or other designated personnel.

# Reopening Plan Mandatory Requirements

- ✓ District/school plan has a written protocol for daily temperature screenings of all students and staff, along with a daily screening questionnaire for faculty and staff and periodic use of the questionnaire for students.
- ✓ District/school plan requires that ill students and staff be assessed by the school nurse (registered professional nurse, RN) or medical director and that if a school nurse or medical director is not available, ill students and staff will be sent home for follow up with a healthcare provider.
- ✓ District/school plan has written protocol requiring students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire to be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home.
- ✓ District/school plan has written protocol to address visitors, guests, contractors, and vendors to the school which includes health screening.
- ✓ District/school plan has a written protocol to instruct parents/guardians to observe for signs of illness in their child that require staying home from school.
- ✓ District/school plan has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.
- ✓ District/school plan has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.
- ✓ District/school plan has written protocol detailing how the district/school will provide accommodations to all students and staff who are at high risk or live with a person at high risk.

# Reopening Plan Mandatory Requirements

- ✓ District/school plan has written protocol requiring all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained.
- ✓ District/school plan has written protocol regarding students taking mask breaks.
- ✓ District/school has plan for obtaining and maintaining adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.
- ✓ District/school plan has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.
- ✓ District/school plan has written protocol that complies with CDC guidance for the return to school of students and staff following illness or diagnosis of confirmed case of COVID-19 or following quarantine due to contact with a confirmed case of COVID-19. Return to school will be coordinated with the local health department.
- ✓ District/school plan has written protocol to clean and disinfect schools following CDC guidance.
- ✓ District/school plan has written protocol to conduct required school safety drills with modifications ensuring social distancing between persons.
- ✓ District/school has written plan for district/school run before and aftercare programs.
- ✓ District/school must designate a COVID-19 safety coordinator (administrator) whose responsibilities include continuous compliance with all aspects of the school's 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.

# Action Steps

## Reopening Guiding Principles

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Poughkeepsie City School District

# Child Nutrition



# Child Nutrition

**Schools and school districts should include food service directors in reopening plan discussions so they are able to meet their requirements to provide all enrolled students with access to school meals each school day whether school is in-person or remote; address all applicable health and safety guidelines; ensure compliance with Child Nutrition Program requirements; and communicate with families through multiple means, in the languages spoken by those families.**

# Reopening Plan Mandatory Requirements

- ✓ District/School Plan must provide all students enrolled in the SFA with access to school meals each school day. This must include:
  - ✓ students in attendance at school; and
  - ✓ students learning remotely.
- ✓ District/School Plan must address all applicable health and safety guidelines.
- ✓ District/School Plan must include measures to protect students with food allergies if providing meals in spaces outside the cafeteria.
- ✓ District/School Plan must include protocols and procedures for how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged.
- ✓ District/School Plan must include protocols and procedures that require cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area.
- ✓ District/School Plan must ensure compliance with Child Nutrition Program requirements.
- ✓ District/School Plan must include protocols that describe communication with families through multiple means in the languages spoken by families.

# Action Steps

## Reopening Guiding Principles

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# Social Emotional Wellbeing / Attendance



# Social Emotional Wellbeing/ Attendance

## Social Emotional Learning

As school and district personnel adapt to environments that result in substantially less time spent interacting in-person, ensuring intentional and meaningful inclusion of social emotional learning (SEL) across all aspects of operating strategies is critical to support the well-being and success of students, staff, and families. Along with physical health and well-being, schools and districts must also prioritize social emotional well-being – not at the expense of academics, but in order to create the mental, social, and emotional space for academic learning to occur.

## Attendance and Chronic Absenteeism

Schools must develop a mechanism to collect and report daily teacher student engagement or attendance. While this requirement is straightforward in an in-person setting, a procedure should be developed to make daily contact with students in remote or hybrid settings. Schools may consider for instance, assigning the homeroom teacher or advisory teacher to be the point of contact to touch base with a specific group of students daily. Attendance data must be reported in the student information reporting system or SIRS. School policies and procedures must focus on the academic consequences of lost instructional time and address absences before students fall behind in school. It is critical for schools to use a variety of creative methods to reach out to students and their families who have not engaged in distance learning.

# Reopening Plan Mandatory Requirements

- ✓ Ensure that a district-wide and building-level comprehensive developmental school counseling program plan, developed under the direction of certified school counselor(s), is reviewed and updated to meet current needs
- ✓ Establish an advisory council, shared decision-making, school climate team, or other collaborative working group comprised of families, students, members of the board of education, school building and/or district/charter leaders, community-based service providers, teachers, certified school counselors, and other pupil personnel service providers including school social workers and/or school psychologists to inform the comprehensive developmental school counseling program plan.
- ✓ Address how the school/district will provide resources and referrals to address mental health, behavioral, and emotional support services and programs.
- ✓ Address professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency, as well as provide supports for developing coping and resilience skills for students, faculty, and staff.

# Reopening Plan Mandatory Requirements

## Attendance for Instructional Purposes

- ✓ Schools are responsible for developing a mechanism to collect and report daily teacher/student engagement or attendance regardless of the instructional setting.

## Attendance for Reporting Purposes

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

## Attendance for Reporting Purposes

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

# Action Steps

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Poughkeepsie City School District

# Communications, Family Engagement and Advocacy



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# Communication/ Parent and Community Engagement

Regular and frequent communication between schools families and the wider community has always been an essential element of effective family and community engagement. With all the uncertainty surrounding COVID's spread and its impact on local communities, communication and family engagement will be more important than ever this year. When families, schools, and communities work together and keep each other informed, students are more successful, and everyone benefits.

As plans for Reopening PCSD are bring developed, district must work together with families to foster trust and instill confidence. Building these strong relationships takes regular, frequent, and transparent two-way communications. These communications should be clear and consistent, and families should be encouraged to engage in the process.

# Reopening Plan Mandatory Requirements

Pursuant to this guidance, a school, district, or other party responsible for developing the school's reopening plan must sign an assurance that its plan includes provisions to meet the following communication requirements:

- ✓ Responsible Parties must engage with school stakeholders and community members (e.g., administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) when developing reopening plans. Plans for reopening should identify the groups of people involved and engaged throughout the planning process.
- ✓ Responsible Parties must develop a communications plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Responsible Parties may consider developing webpages, text and email groups, and/or social media groups or posts.
- ✓ Responsible Parties must ensure all students are taught or trained how to follow new COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene. Responsible Parties must encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained.”

# Reopening Plan Mandatory Requirements

- ✓ Additionally, communications must be provided in the language(s) spoken at home among families and throughout the school community. Written plans must be accessible to those with visual and/or hearing impairments. Additional Considerations for Effective Communications and Family Engagement:
- ✓ Districts should provide regular updates about health and safety, scheduling, and all other information families should be aware of. When distributing plans and information, schools should make clear the ways that families can provide feedback.
- ✓ As suggested by the DOH guidance, schools should present information through a wide array of platforms, including, for example, traditional mail, email, telephone calls, texting, social media, news media, and website postings. It will be important for schools and districts to develop a hot-line and website for parents and families to access the latest information and updates.
- ✓ All families should have access to technology and there should be supports in place to help operate and maintain the equipment.
- ✓ Additionally, the DOH guidance recommends that responsible parties “should designate a coordinator or other point(s) of contact to be the main contact upon the identification of positive COVID-19 cases and to be responsible for subsequent communication. Coordinators should be responsible for answering questions from students, faculty, staff, and parents or legal guardians of students regarding the COVID-19 public health emergency and plans implemented by the school.”

# Action Steps

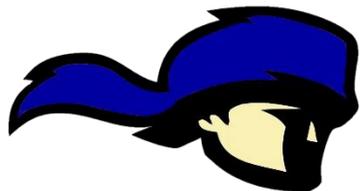
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# Transportation



# Transportation

The school bus is an extension of the classroom and services should be provided to all students with consistency and equity. Each district will be required to: perform regular school bus disinfection measures; train students and school bus staff regarding social distancing on the bus, at stops, and at unloading times; and train students and staff regarding the wearing of masks. Both students and drivers will wear masks and social distance on the bus. Districts will continue to provide transportation to homeless students, students in foster care, those who attend religious, independent or charter schools – and those with disabilities – just as they always have.

# Reopening Plan Mandatory Requirements

- ✓ School districts and other applicable schools are expected to fulfill existing mandates regarding the safe and effective transportation of students who are homeless (McKinney-Vento), in foster care, have disabilities and attend non-public schools and charter schools. Although meeting these obligations will certainly pose challenges, these expectations continue to be in place. Districts and other applicable schools should plan accordingly.

## School Bus Mandatory Requirements

- ✓ Students who are able will be required to wear masks and social distance on the bus;
- ✓ All buses (conforming and non-conforming to Federal Motor Carrier Safety Standards, as well as type A, C or D) which are used every day by districts and contract carriers must be cleaned/disinfected once a day. High contact spots must be wiped down after the am and pm run depending upon the disinfection schedule. (For example, some buses might be cleaned between the am and pm runs while other buses may be cleaned/disinfected after the pm run);
- ✓ School buses shall not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district. School bus drivers, monitors and attendants must not carry personal bottles of hand sanitizer with them on school buses;
- ✓ Wheelchair school buses must configure wheelchair placement to ensure social distancing of 6 feet.

# Reopening Plan Mandatory Requirements

## School Bus Staff Mandatory Requirements

- ✓ School bus drivers, monitors, attendants and mechanics shall perform a self-health assessment for symptoms of COVID-19 before arriving to work. If personnel are experiencing any of the symptoms of COVID-19 they should notify their employer and seek medical attention;
- ✓ School bus drivers, monitors, attendants and mechanics must wear a face covering along with an optional face shield;
- ✓ Transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19;
- ✓ Transportation departments/carriers will need to provide Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses as well as hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.
- ✓ Drivers, monitors and attendants who must have direct physical contact with a child must wear gloves.

# Reopening Plan Mandatory Requirements

## Students on Transportation Mandatory Requirements

- ✓ As was outlined in the Health and Safety section of this guidance, all parents/guardians will be required to ensure their child/children are not experiencing any signs and symptoms of COVID-19 and do not have a fever of 100 degrees or more prior to them boarding their method of transportation to school;
- ✓ Students must wear a mask on a school bus if they are physically able. Students who are unable to medically tolerate a face covering, including students where such covering would impair their physical health or mental health are not subject to the required use of a face covering;
- ✓ Students must social distance (six feet separation) on the bus;
- ✓ Students who do not have a mask can NOT be denied transportation;
- ✓ Students who do not have masks must be provide one by the district;
- ✓ Students with a disability which would prevent them from wearing a mask will not be forced to do so or denied transportation.

## Pupil Transportation Routing Mandatory Requirements

- ✓ If the school district is in session remotely or otherwise, pupil transportation must be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Plans have placed them out of district whose schools are meeting in in-person sessions when/if the district is not;

## Pupil Transportation Routing Mandatory Requirements

- ✓ All students are entitled to transportation by the district to the extent required by law. Transportation departments do not have the ability or the right to deny transportation for children who are in foster care, homeless or attend private or charter schools. Parents who may have missed the due date to request out of district transportation due to a reasonable excuse may file a 310 appeal with the Commissioner of Education.

# Action Steps

## Reopening Guiding Principles

**Deliver high-quality instruction to students, regardless of delivery model.**

**Ensure the safety and wellness of students and PCSD employees.**

**Work with our parents to ensure that their children's' academic, social, emotional and wellness needs are met.**

**Optimize the use of school and community resources in supporting PCSD students.**



## Taskforce Feedback Questions\*

- Each member of the Taskforce is asked to provide feedback to questions that have been developed to help inform the conversations of the Subcommittee as they engaged in developing recommendations for the Reopening Plan domains.
- Taskforce members will also be asked to provide additional thoughts for the subcommittees to consider that might not have been captured through the questions.

\* To be provided in a Google Survey to all members



## Subcommittee Work

- Schedule and convene meeting(s) to discuss Taskforce Feedback.
- Using the Reopening Guiding Principles, engage committee members in the process of identifying opportunities to satisfy mandatory plan requirements (Template to be provided).
- Develop Recommendations to be shared with full Taskforce Wednesday July 29, 2020.

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# Facilities



# Facilities

Schools and school districts should promote social distancing while maintaining existing safety requirements designed to protect students. To accomplish this, schools may expand their physical footprint or change the way they utilize space. Schools should also continue to meet or exceed ventilation requirements and may wish to consult with design professionals to increase ventilation and filtration.

# Reopening Plan Mandatory Requirements

- ✓ District/school plan has written protocol to clean and disinfect schools following CDC guidance.
- ✓ District/school plan has written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene.
- ✓ District/school plan has written protocol to ensure all persons in school buildings keep social distance of at least 6 feet whenever possible.
- ✓ District/school has plan for obtaining and maintaining adequate supplies of cloth face coverings for school staff, students who forget their masks, and PPE for use by school health professionals.
- ✓ District/school plan has written protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.

# Reopening Plan Mandatory Requirements

## General Health and Safety Assurances

- ✓ School districts or other applicable schools must follow all guidance related to health and safety. This will include meeting social distancing requirements and cleaning frequently touched spaces regularly to prevent spread of infection. These requirements will be addressed in more detail in other parts of the NYSED Re-Opening Guidance. The Facilities portion of the district's, or other applicable school's, reopening plan will seek assurance that school districts or other applicable schools will meet all requirements associated with building space related changes that they may elect to make.

## Fire Code Compliance

- ✓ Changes or additions to facilities require review by the Office of Facilities Planning (OFP), since all spaces to be occupied by public school students and staff must meet the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code. In their plans, districts or other applicable schools will provide assurances that, should alterations be made, districts and other applicable schools will submit the proposed changes to the OFP for review and approval - just as with any other project.

## Doorways

- ✓ Many stairs and corridor doors have closers with automatic hold opens. These doors are normally held in the open position and are automatically released by the fire alarm system. The function, position, and operation of those doors must remain unchanged. Fortunately, they need not be touched during normal use.

# Reopening Plan Mandatory Requirements

## Emergency Drills

- ✓ Districts or other applicable schools shall conduct standard operations and procedures to the best of their abilities without deviating from current requirements. Fire (evacuation) Drills and Lockdown Drills are required by Education Law and regulation and the Fire Code and they must be conducted without exceptions. Fire Code Section 404 requires that schools maintain Fire Safety, Evacuation, and Lockdown Plans and these plans include how lockdown and evacuation drills are conducted. Methods to promote and provide for social distancing during the evacuation drills are ultimately the district's or other applicable school's decision and responsibility. Those changes must be included in the Fire Safety plans.

## Inspections

- ✓ Statute has not been changed to provide an extension to the submission deadline for the
- ✓ Building Condition Survey or Visual Inspections. These deadlines must be met.

## Lead Testing due in 2020

- ✓ At present, the statutory requirement that lead testing occur in 2020 continues. NYS DOH regulation 67-4, Lead-In-Water Testing, DOH requires lead-in-water testing to be conducted when the building is "normally occupied." Sampling should not be conducted when the building is vacant or has been vacant for an extended period due to COVID-19 closure. Simulation of "normally occupied operation" for the purpose of lead-in-water testing is not permitted. NYS DOH advises that schools follow recommended procedures to the extent possible to provide clean and safe drinking water upon reopening.

# Action Steps

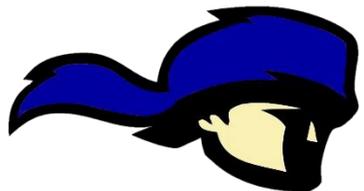
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Poughkeepsie City School District

# Next Steps



**July 13****NYSDOH Releases Interim Guidance for In-Person Instruction****July 17****Dutchess County Superintendents convene to engage in thought partnership as a way to create consistency throughout the region.****July 23****PCSD convenes the Reopening PCSD Taskforce to share and establish subcommittee direction****July 29****Taskforce meets to discuss Reopening Plan Recommendations.****NEXT STEPS**  
**July**  
**2020****July 16****NYSED Releases Reopening Guidance****July 20 - 22****Dutchess County Superintendents meet with County Representatives to discuss health and safety aspects of reopening.****July 24 – 28****Subcommittees Meet to discuss Taskforce Feedback Reopening Domains and Mandates. Plan Recommendations created.****July 30 - 31****Plan Finalized and NYSED Assurances are made.**

**Aug. 1 - 7**

**Governor Cuomo Announces School Reopening Decision**

**Aug. 5**

**PCSD BOE is presented with Reopening Plan and asks to adopt.**

NEXT STEPS

**Aug.  
2020**

**Aug. 6 – School Reopening**

**Plan implementation goes into full gear**

**Aug. 10**

**Superintendent holds Town Hall Meeting (Zoom)**



# Committee Resources

To support the committees as they engage in the work of providing recommendations to each of the Reopening Plan domains, a Google Drive containing the following as been established:

- Reopening PCSD Taskforce PowerPoint
- NYSED School Reopening Guidelines
- Summary Document
- NYSED FAQ Document
- NYSDOH Guidance Document
- Subcommittee Work Template
- Domain Parking Lots (Place where committee members can ask questions)
- Additional Resources as they become available

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# Questions & Answers

