



# NEWFIELD

CENTRAL SCHOOL DISTRICT

We see the Newfield Central School District as a place where we ALL:

- Educate instead of teach;
- Believe that students can achieve and succeed regardless of background, socioeconomic status, gender, or ethnicity;
- Embrace classified students in the same way as regular education students;
- Empower staff and students to use thoughtful and purposeful innovative approaches in order to increase student achievement;
- Are collaborative, supportive, and promote a positive culture

## **Reopening Plan**

**2021-22**

**Revised on 3/1/22**

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

Communication will continue to be the main part of our plan as we enter the 2021-22 school year. The plan includes guidance from CDC, NYSED, and Tompkins County Health Department. Our methodology will include utilizing tools such as School Messenger, Social Media, and all information will be available on the district website. Staff and Students will be trained and reminded of COVID protocols, including hand hygiene, proper face-covering wearing, social distancing, and respiratory hygiene. Parents will be informed of health information as it becomes available. In addition, signage will be placed in high traffic areas across our facilities. Communications will be interpreted into other languages on an as-needed basis.

## **Health and Safety**

In order to assist with the recommended social distance, we have created two separate bus runs and separate start and end times for the Elementary School and the Middle/High School. Please see the “School Schedules” section for additional details.

### **Signs of illness**

Signage will be posted including the signs and symptoms of COVID-19 in every classroom, hallway, bathroom, and common area. Signs and symptoms will be discussed with staff at the opening superintendent conference days before students attend school. Faculty/staff will discuss signs and symptoms of COVID-19 with students. Persons who become symptomatic while on campus will be required to report to the nurse or another isolated area for a medical assessment. There will be designated isolation rooms at the elementary and secondary buildings. Upon medical assessment, students and staff who present with symptoms will be sent home for follow-up with a healthcare provider.

### **Temperature screenings**

Will be provided as needed for sick individuals. Please see the template below for attestation requiring parental/guardian assurances for participating in in-person learning on a daily basis. This will also be sent home via school messenger to be signed by a parent or guardian prior to the student/s start of school on September 8, 2021. This ensures that the student is not presenting with any symptoms, has an acceptable temperature before school each day, and has not been exposed to COVID-19.

### **Hand washing and hygiene**

Signage on hand washing and respiratory hygiene will be posted in all classrooms, bathrooms, and common areas.

### **Social distancing**

It is recommended that when possible there is three feet of distance within classrooms and throughout the school. This will be followed as closely as possible, especially during food services.

### **Accommodation for high-risk students**

The district will accommodate any high-risk individuals with written guidance from their medical provider. Confirmed cases of high risk will be accommodated on an individualized basis per the unique medical situation. If the student is in need of virtual learning it will not be provided through Newfield CSD. The virtual learning will be provided through a BOCES contract.

### **Face coverings**

#### **NYS Mask Mandate Lifted on 3/2/2022**

On Wednesday 3/2/2022, we will be lifting the NYS mandate for masks to be worn at Newfield CSD per the Governor's announcement on 2/27/22. At the same time, Tompkins County has been readjusted by the CDC as a low-risk county. Please see the links for both NYS and TCHD. New York State [Governor Kathy Hochul](#) and the [Tompkins County Health Department](#) (TCHD). Therefore, masks will no longer be required indoors, outdoors, or on school buses in the Newfield CSD. Our school district will support optional mask-wearing. This means that students, staff, and any visiting people will not be required to wear a mask.

Individuals returning to school after completing 5 days of isolation are required to mask in school and in indoor public spaces on Days 6-10. Individuals who are exposed or potentially exposed should wear a mask for 10 days in school and in indoor public spaces.

Please be reminded this is a choice. Some students, staff, and the general public may choose to continue to wear masks and that is their right. We want to make sure that we are respectful of that choice. No one should ever feel pressured or ostracised for their choice. People can wear masks at any time and in any space in our district.

### **If a confirmed COVID-19 case is in the school**

Students and staff may return to school from a confirmed COVID-19 case, by following the current quarantine and isolation guidelines per the TCHD. All protocols will comply with CDC guidance.

### **Cleaning and disinfection**

All facilities staff will be trained in the CDC/DOH guidelines for cleaning and disinfecting the district buildings. Throughout the summer the facilities staff have and continue to do a complete

and thorough deep clean of all the facilities. This will give us a baseline to maintain the cleanliness of the school once the students return. Only disinfectant solutions meeting CDC/DOH guidelines will be used. Surfaces will be cleaned first using an approved cleaning process, followed by a disinfectant solution. We will be using a disinfectant solution that is known to kill viruses including COVID-19. All restrooms will be cleaned and disinfected frequently throughout the day. The evening staff will again clean/disinfect all areas of the schools as well as routine cleaning, sweeping, mopping, and trash/recycling removal. All utilized classrooms, bathrooms, common spaces will be cleaned/disinfected at least daily or more frequently as necessary and documented on a clipboard in that location. Additional disinfecting tools, including fine mist sprayers, will be used in buildings and on busses.

### **Safety Drills**

All emergency drills will be completed as required with modifications to ensure social distancing/masks are in place. Students will be instructed that in actual emergencies requiring evacuation or lockdown, the most imminent concern is to get to safety.

### **Before/After School Care**

NCSD now offers a Pre-K - 5 afterschool program. This program is run by all Newfields employees and will run under the guidance of this reopening plan.

### **COVID-19 Safety Coordinators**

Eric Hartz, Superintendent will serve as the NCSD Safety Coordinator

## **Facilities**

Every occupied space will be appropriately set up for social distancing. There will be no reduction in toilet or handwashing facilities.

We will not use standard drinking fountains and continue to replace drinking fountains with bottle filler fountains in strategic locations in each building. Students will be encouraged to bring their own water bottles to fill these devices. This will keep the district in compliance with the building code requirements.

Emergency Drills will be completed as required with social distancing/masks in place. However, if it is not safe to perform lockdown drills the teacher will instruct the students in proper action should there be an actual event.

## **Child Nutrition**

NCSD ensures that students in attendance at school and learning remotely will have access to meals each school day. NCSD will follow all health and safety guidelines, as well as Child Nutrition Program requirements, including the protection of students with confirmed food allergies. Communication with families will be included with structures as listed in the communication section above.

K-5 students will be eating breakfast in classrooms when arriving at school in the morning. They will be eating lunch in the cafeteria while maintaining a minimum of 3ft social distance. Students in 6-12, will be eating in areas that allow for a minimum of 3ft social distancing, and each area will be disinfected and cleaned after each area is used.

### **Hand Washing Protocol**

- Wash hands regularly with soap and water for at least 20 seconds
  - Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- It's especially important to wash:
  - Before eating or preparing food
  - Before touching your face
  - After using the restroom
  - After leaving a public place
  - After blowing your nose, coughing, or sneezing
  - After handling your cloth face-covering
  - After changing a diaper
  - After caring for someone sick
  - After touching animals or pets
  - After touching trash
  - Before and after the work shift
  - Before and after work breaks
  - After touching objects that have been handled by others
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Appropriate hand hygiene will be promoted and sharing of food and beverages will be discouraged. This will be done via handouts/flyers, posters in areas where students eat, and sharing all of the above information with parents.

## **Transportation**

Will be provided to all eligible students, to the extent required by law. Parents will have the choice to transport their student/s if desired. Access to transportation includes but is not limited to students in the following settings:

- private,
- parochial,
- charter,
- students with an I.E.P. to out of district schools,
- McKinney-Vento
- foster care

In the event Newfield CSD is in session remotely, the above services will continue to be provided to those students.

As of 3/2/2022, students and adults who ride the school busses are not mandated to wear masks. Those that choose to wear a mask may do so. We have created two bus runs in the morning and afternoon to help accommodate Social distancing. Buses will be fully cleaned and/or disinfected prior to both AM and PM runs.

All staff will perform a self-health check for COVID symptoms prior to reporting for work and contact their supervisor if any signs are present, please see the Health and Safety section. Staff will be trained and provided periodic refreshers on PPE and signs/symptoms of COVID. Transportation staff is required to wear masks at all times. Please refer to the Health and Safety section of this document for daily student health check protocols.

## **Social-Emotional Well-Being**

### **Review of the Counseling Plan**

The following individuals will review and update the current district-wide and building-level comprehensive school counseling program plan.

- Eric Hartz, Superintendent
- Patrick Mahunik, Director of Secondary Education
- Laine Gillette, Elementary School Principal
- Rebecca Charsky, Elementary School Counselor
- Colleen Markle, Middle School Counselor
- Rick Pawlewicz, High School Counselor
- Jamie McCaffrey, Elementary School Social Worker
- Laura Sullivan, Elementary/Middle School Social Worker
- Robert Levine, High School Social Worker
- Kathy Merwin, School Psychologist
- Hannah Stillman, School Psychologist
- David Shaw, Business Administrator

### **Establish Collaborative Advisory Group**

All buildings will continue to review and enhance advisory groups, which will meet periodically to discuss individual student issues, school culture, and all other social-emotional concerns. The

goal of this group will be to develop a plan around significant issues, involving family members, community organizations, social workers, and counselors.

### **Resources and Referrals**

Responsive services, which are the traditional duties of school counselors, social workers, and school psychologists, consist of activities meeting individual students' immediate needs, usually necessitated by life events, situations, and/or conditions in the student's life. These needs require counseling, consultation, referral, peer mediation, and/or information. All individuals will adhere to the following continuum of support for all students.

- Consultation: School Counselors work with parents, teachers, students, and other involved parties to develop strategies to assist students and families.
- Personal Counseling: Provides a student maximum privacy in which to freely explore ideas, feelings, and behaviors.
- Crisis Counseling: Provides prevention and interventions. Such counseling is short-term in nature addressing a particular student's concern.
- Referral to the Mental Health Team: Students will be referred to this group of administrators and Mental Health professionals to identify needs, appropriate support both within the school and through community mental health agencies and resources.
- Referral: Counselors refer students and their families to appropriate community agencies when needed.

### **Professional Development**

The district will work with Tompkins, Seneca, Tioga BOCES, and other agencies to develop and present professional development sessions centered on COVID-19 for all staff members prior to students returning to campus. This training will focus on discussing COVID-19 with students and supporting students, faculty, and staff who may be struggling with this public health emergency. All Faculty and staff will complete a "Safe Schools" training that includes Coronavirus awareness.

## **School Schedules**

### **Elementary Schedule-Level Pre-K - 5**

Students will be dropped off at 7:40 and picked up at 2:15 each day. This will allow for a full day schedule to take place five days a week. All schedules will be mailed home and are also available in the Elementary school office. There will not be a virtual option offered to students as long as we are able to continue in-person learning, per the CDC, NYSED, and/or Tompkins County Health Department. If a student is absent from class, they will have work posted in their google classroom for asynchronous learning to continue.

### **Middle School/High School Schedule**

Students will be dropped off at 8:40 and picked up at 3:19 each day. This will allow for a full day schedule to take place five days a week. All schedules will be mailed home and are also

available in the Middle school office or High school office. There will not be a virtual option offered to students as long as we are able to continue in-person learning, per the CDC, NYSED, and/or Tompkins County Health Department. If a student is absent from class, they will have work posted in their google classroom for asynchronous learning to continue.

## **Attendance and Chronic Absenteeism**

Daily attendance will be taken via SchoolTool.

## **Technology and Connectivity**

NCSD is now a 1:1 school district. Every student that attends NCSD in K-12th grade will be provided an individual device that they can use during their in-person school day, at home for homework or other educational activities, and in the event of school closure.

The district also has a limited supply of TMobile and AT&T hotspots available for families that do not have an internet connection. Please be aware that there may still be instances of inability to connect to the internet for some of our students/families due to lack of broadband access/infrastructure. For those that are lacking connection and can not connect via hotspot, the district has installed a Wireless Access Point (WAP) in the district parking lot. The Newfield Public Library and the Town Hall also have WAP's for public use. Google Workspace, our Learning Management System (LMS) also allows students the ability to work offline.

## **Teaching and Learning**

New York State Standards will drive all instruction. Students at the elementary and middle schools will meet all state requirements. Students at the high school will continue to prepare to meet all graduation requirements. Learning will be delivered in person. There will not be a virtual option offered as long as we are able to continue in-person learning, per the CDC, NYSED, and/or Tompkins County Health Department. If a student is absent from class, they will have work posted in their google classroom for asynchronous learning to continue. There will be a virtual backup plan in the event that the CDC, NYSED, and/or Tompkins County Health Department close a specific school, (ES, MS, HS), or our district.

## **Career and Technical Education (CTE)**

Students will be offered the opportunity to attend CTE courses off-campus in conjunction with TST BOCES

## **Athletics and Extracurricular Activities**

All athletics will follow NYSPHAA, Section IV, and/or IAC guidelines. Extracurricular activities will be limited and follow NCSD guidelines.

## **Special Education**

NCSD will provide FAPE for students with disabilities, consistent with health and safety needs.

Parents will engage with CPSE/CSE meetings in a variety of formats, including in-person, via telephone, and virtual meetings. Service providers will provide updated information for CPSE/CSE via in-person attendance, phone, or virtual, and will continue monitoring following the CPSE/CSE meeting. Parent communication regarding programs and services will be provided via written correspondence, telephone, email, and virtual meetings.

All necessary accommodations, modifications, supplemental aids, and services, including technology, will be met per student IEPs.

## **Staffing**

NCSD will ensure that all teachers, school and district leaders, and pupil personnel service professionals hold a valid and appropriate certificate for their assignment, including emergency COVID certificates if needed.