



COMSEWOGUE SCHOOL DISTRICT GRADES K-12 REOPENING PLAN

2020-2021 SCHOOL YEAR

Below is the official Comsewogue School District Reopening Plan for Grades K-12. Please read the plan carefully and thoroughly.

HEALTH & SAFETY

- CDC, DOH, and NYSED Guidelines followed
- Indoor Air Quality: HVAC Systems upgraded with recommended filters
- Additional Custodial Staff at each building
- Electrostatic sprayers used to disinfect areas quickly
- Hand Washing Protocol
- Hand Wipes in classrooms
- Hand Sanitizer Stations in buildings and classrooms
- Social Distancing: 6 Feet in Classrooms from student head to head
- Students: Masks worn in common areas (hallways/buses), not necessary if socially distanced within classroom
- Temperature Scans upon entry to bus/building (100.0°F threshold)
- Posters providing educational information posted throughout all facilities
- Healthy Nurse Office & Isolation Room for sick
- Adults wear masks all day (unless socially distanced from others)

TRANSPORTATION

- Designated Entrances/Exits for Buses and Cars
- Parent Drop-Off/Pick-Up Encouraged - parents remain in cars - temperature scan/COVID Screening within car
- Bus Features:
 - Parent/Guardian remains at bus stop (Elementary only) until temperature check/COVID Screening
- Bus Features (Continued)
 - Monitors at bus stop for temperature check/COVID Screening
 - Social distancing in seats
 - Boarding: Back to front of bus
 - Releasing: Front to back of bus
 - Disinfecting between school routes

On the next page: Elementary Parental Choices & Sample Schedule

ELEMENTARY PARENTAL CHOICE

LIVE, IN-PERSON INSTRUCTION (M-F)

- Before/After Care located at each elementary school
- Suggested Maximum Class Size - 14
- Special Education (OT, PT, Speech, Counseling, RR, SRI) will continue as a pull-out service
- Lunch - inside classroom; Recess - outside
- Student assigned classroom - teachers rotate to reduce contact (PE to be outside or in gym)
- 1:1 Chromebooks

VIRTUAL INSTRUCTION (M-F)

- Learning Management System (LMS)
 - K-2: Seesaw
 - 3-6 Google Classroom
- Live, interactive lessons daily with teacher for academic and socialization purposes
- Live, small group lessons with teacher
- Pre-recorded, teacher-created videos to support learning
- “Office Hours” - specific times students can go on Google Meet for assistance
- 1:1 Chromebooks

ELEMENTARY SAMPLE SCHEDULE

Rooms: Blue - 110 Gold - 111	Classroom Teacher: Mrs. Smith's 4th Grade Class									
	Monday		Tuesday		Wednesday		Thursday		Friday	
	Blue	Gold	Blue	Gold	Blue	Gold	Blue	Gold	Blue	Gold
Period 1	Mrs. Smith	Mrs. Evans	Mrs. Evans	Mrs. Smith	Mrs. Smith	Mrs. Evans	Mrs. Smith	Music	Mrs. Smith	P.E.
Period 2	Mrs. Evans	Mrs. Smith	Mrs. Evans	Mrs. Smith	SEL Lesson	Mrs. Smith	Music	Mrs. Smith	P.E.	Mrs. Smith
Period 3	P.E.	Mrs. Smith	Music	Mrs. Smith	Art	Mrs. Smith	Mr. Brasselo	Mrs. Smith	Library	Mrs. Smith
Period 4	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess
Period 5	Mrs. Smith	P.E.	Mrs. Smith	Music	Mrs. Smith	Art	Mrs. Smith	Mrs. Smith	Mrs. Smith	Library
Period 6	Mrs. Smith	Mrs. Evans	Mrs. Smith	Mrs. Evans	Mrs. Smith	SEL Lesson	Mrs. Smith	P.E.	Mrs. Smith	Mrs. Evans
Period 7	Mrs. Evans	Mrs. Smith	Mrs. Evans	Mrs. Smith	Mrs. Smith	Mrs. Evans	P.E.	Mr. Brasselo	Mrs. Evans	Mrs. Smith

- Each child assigned to Blue (12-15 students socially distanced) or Gold (12-15 students socially distanced)
- Teachers rotate between classroom; aides will monitor hallways/rooms during transitions
- Students receive ELA (English Language Arts) integrated with Science or Social Studies and Math lessons daily
- Students receive all Special Area Courses - Art, Music, Physical Education, Library
- Students receive weekly SEL (Social Emotional-Character Education) Lesson
- 1:1 Chromebooks for all K-12 students
- Outdoor Learning encouraged

SECONDARY PARENTAL CHOICE

HYBRID INSTRUCTION (A/B, 5 DAYS PER WEEK)

- Live, In-Person on assigned days; Google Classroom on virtual days
- Extra Help (X-Time) available on virtual days
- Suggested Maximum Class Size - 16
- Special Education (OT, PT, Speech, Counseling, RR, SRI) will continue as a pull-out service
- Lunch in classroom, Recess outside (JFK)
- CHS - every effort to limit room changes
- JFK students will remain in classrooms
- No Locker Usage
- 1:1 Chromebooks

VIRTUAL INSTRUCTION (M-F)

- Learning Management System (LMS: Google Classroom)
- Live, interactive lessons daily with teacher for academic and socialization purposes
- Live, small group lessons with teacher
- Special Education (OT, PT, Counseling, RR, SRI, Inclusion) conducted virtually
- Self-Contained and ELL students will return daily
- Pre-recorded teacher created videos to support learning
- Extra Help - specific times students can go on Google Meet for assistance
- 1:1 Chromebook

JFK SAMPLE SCHEDULE

JFK Sample Student Schedule (Last Names A-K)* (TBD)					
	Monday	Tuesday	Wednesday	Thursday	Friday
Period / Day	A1	B1	A2	B2	A1
1	English 7	Virtual	English 7	Virtual	English 7
2	Social Studies 7		Social Studies 7		Social Studies 7
3	Science 7		Science 7		Science 7
4	CTE/Art		P.E.		CTE/Art
5	Lunch		Lunch		Lunch
6	Math 7		Math 7		Math 7
7	LOTE		LOTE		LOTE
		Virtual X-Time		Virtual X-Time	

JFK Sample Student Schedule (Last Names A-K)* (TBD)					
	Monday	Tuesday	Wednesday	Thursday	Friday
Period / Day	A1	B1	A2	B2	A1
1	Virtual	English 7	Virtual	English 7	Virtual
2		Social Studies 7		Social Studies 7	
3		Science 7		Science 7	
4		CTE/Art		P.E.	
5		Lunch		Lunch	
6		Math 7		Math 7	
7		LOTE		LOTE	
	Virtual X-Time		Virtual X-Time		Virtual X-Time

On the next page: Secondary Parental Choices & CHS Sample Schedule

SECONDARY PARENTAL CHOICE

HYBRID INSTRUCTION (A/B, 5 DAYS PER WEEK)

- Live, In-Person on assigned days; Google Classroom on virtual days
- Extra Help (X-Time) available on virtual days
- Suggested Maximum Class Size - 16
- Special Education (OT, PT, Speech, Counseling, RR, SRI) will continue as a pull-out service
- Lunch in classroom, Recess outside (JFK)
- CHS - every effort to limit room changes
- JFK students will remain in classrooms
- No Locker Usage
- 1:1 Chromebooks

VIRTUAL INSTRUCTION (M-F)

- Learning Management System (LMS: Google Classroom)
- Live, interactive lessons daily with teacher for academic and socialization purposes
- Live, small group lessons with teacher
- Special Education (OT, PT, Counseling, RR, SRI, Inclusion) conducted virtually
- Self-Contained and ELL students will return daily
- Pre-recorded teacher created videos to support learning
- Extra Help - specific times students can go on Google Meet for assistance
- 1:1 Chromebook

CHS SAMPLE SCHEDULE

CHS Sample Student Schedule (Last Names A-K)* (TBD)					
	Monday	Tuesday	Wednesday	Thursday	Friday
Period / Day	A1	B1	A2	B2	A1
1	English 10	Virtual	English 10	Virtual	English 10
2	Global History II		Global History II		Global History II
3	Earth Science		Earth Science		Earth Science
4	Earth Science Lab		P.E.		Earth Science Lab
5	Spanish III		Spanish III		Spanish III
6	Geometry		Geometry		Geometry
7	Health		Health		Health
		Virtual X-Time		Virtual X-Time	

CHS Sample Student Schedule (Last Names A-K)* (TBD)					
	Monday	Tuesday	Wednesday	Thursday	Friday
Period / Day	A1	B1	A2	B2	A1
1	Virtual	English 10	Virtual	English 10	Virtual
2		Global History II		Global History II	
3		Earth Science		Earth Science	
4		Earth Science Lab		P.E.	
5		Spanish III		Spanish III	
6		Geometry		Geometry	
7		Health		Health	
	Virtual X-Time		Virtual X-Time		Virtual X-Time

On the next page: District-Wide COVID-19 Procedures & Plans

COVID-19 REOPENING PLAN

- Comsewogue engaged with school and community stakeholders including but not limited to BOE, administration, faculty, staff, parents, nurses, school health staff, students, community members via Zoom and Google Meet sessions from May-July 2020. Participant lists can be furnished upon request.
- Comsewogue developed a communications plans for students, parents/guardians, faculty, staff, and visitors including applicable instructions, training, signage including information and procedures
- Comsewogue will train all faculty, staff, and students to follow COVID-19 protocols safely and correctly including but not limited to hand hygiene, proper face covering usage, social distancing, and respiratory hygiene
- Comsewogue will provide signage in classrooms, hallways, and throughout the building regarding CDC and DOH guidance regarding PPE, specifically acceptable face coverings,
- Comsewogue will provide communications in the language(s) spoken at home and in the community; written plans will be in said languages and accessible to those with visual and/or hearing impairments
- Comsewogue planned and reviewed and considered the number of students and staff allowed to return in person including the ability to maintain appropriate social distancing, PPE and face coverings will be available; availability of safe transportation, and local hospital capacity
- Comsewogue created a written protocol for daily temperature and COVID survey screenings to be conducted prior to bus pick-up or parent drop-off at schools for students and faculty/staff
- Comsewogue will utilize nurses to assess ill students and faculty/staff; ill students or faculty/staff will be placed in Isolation Room until exiting building (prior to being picked up) and will require follow-up documentation from a health care provider to return to school
- Comsewogue will require visitors, guests, contractors, and vendors to complete health screening prior to entering any building
- Comsewogue will instruct parents/guardians to observe signs of illness that require child to remain home from school
- Comsewogue will utilize protocols to ensure all persons maintain social distance of at least 6 feet when possible
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COVID-19 REOPENING PLAN

- Comsewogue will instruct parents/guardians to observe signs of illness that require child to remain home from school
- Comsewogue will utilize protocols to ensure all persons maintain social distance of at least 6 feet when possible
- Comsewogue will run a before and after school day care program using BOCES
- Comsewogue designated a safety coordinator who responsibilities include continued 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" levels
- Comsewogue will comply with requirements of the 2020 NYS Uniform Fire Prevention and Building Code and the State Energy Conservation Code and submit changes to the OFP
- Comsewogue will ensure compliance with the 2020 Building Condition Survey and Visual Inspection
- Comsewogue will provide provisions to conduct the Lead-in-Water Testing as required by NYS DOH regulation 67-4
- Comsewogue will ensure all alcohol-based hand sanitizer dispensers are installed in accordance with FCNYS 2020 Section 5705.5
- Comsewogue will provide detailed floor plans to OFP for review if dividers in rooms are used
- Comsewogue will ensure all new building construction and temporary quarter projects will be submitted to OFP for a full code review
- Comsewogue will not lease any new facilities
- Comsewogue will not use any temporary or permanent tents
- Comsewogue will ensure all toilet and sink features meet the minimum standards of the BCNYS
- Comsewogue will ensure that each building provide one drinking fountain per one hundred occupants
- Comsewogue will maintain adequate, code required ventilation (natural or mechanical) as designed
- Comsewogue will ensure that all project submissions only dedicated to COVID-19 Reopening will be labeled as such
- Comsewogue will ensure the use of plastic separators must comply with the 2020 BCNYS Section 2606
- Comsewogue will provide all students receiving Free and Reduced meals to students in school and those learning remotely
- Comsewogue will address all applicable health and safety guidelines regarding Child Nutrition Guidelines
- Comsewogue will include measures to protect students with food allergies when providing meals outside the cafeteria
- Comsewogue will include protocols and procedures for hand hygiene before and after eating and will discouraged shared food/beverages

COVID-19 REOPENING PLAN

- Comsewogue will uphold protocols and procedures for required cleaning and disinfecting prior to the next group of students
- Comsewogue will ensure compliance with Children Nutrition Program requirements
- Comsewogue will provide protocols through multiple languages
- Comsewogue will require students to remain socially distance when consuming meals
- Comsewogue will ensure all bus are cleaned throughout the day
- Comsewogue will ensure high contact spots will be wiped down routinely throughout the day
- Comsewogue will ensure buses are not equipped with hand sanitizer stations due to its combustible and potential liability, nor may transportation personnel carry hand sanitizers on buses
- All transportation personnel will wear a face covering and gloves and be trained in proper social distancing procedures, PPE and signs/symptoms of COVID-19
- Comsewogue will require all transportation personnel to perform a self-health assessment prior to arriving to work
- Comsewogue will require students to wear a face covering on the school bus
- Comsewogue will ensure students will not be denied transportation for not having a mask; one will be provided
- Comsewogue will provide masks to those that do not have masks
- Comsewogue will not deny and student with a disability transportation for not wearing a mask
- Comsewogue will require transportation for nonpublic, parochial, private, and charter school students
- Comsewogue will ensure our comprehensive school counseling programs, created by certified school counselors will updated to meet current needs
- Comsewogue will use various stakeholders including but not limited to BOE, administration, faculty, staff, parents, students, community providers, physical and mental health providers to inform the comprehensive developmental school counseling plan
- Comsewogue will provide resources and referrals to address mental health, behavioral and emotional support services and programs
- Comsewogue will provide professional development to faculty and staff regarding working with students on the COVID-19 health emergency, as well as provide supports for developing coping and resilience skills for students, faculty and staff
- Comsewogue will provide a sample school schedule planned for implementation at the beginning of the 2020-2021 school year
- Comsewogue will use SchoolTool as a means to report student attendance for live, hybrid, and remote learning
- Comsewogue will have knowledge of the level of access to devices and high-speed Internet for all students and teachers have in their place of residence
- Comsewogue will provide 1:1 devices for all students and teachers and will address the need to

COVID-19 REOPENING PLAN

- provide Internet access to students and teachers who currently do not have sufficient access
- Comsewogue will provide a continuity of learning for the 2020-2021 school year is live in-person or hybrid sessions are changed to all virtual via LMS
- Comsewogue will ensure all educational programs are aligned to the New York State Learning Standards regardless of delivery method
- Comsewogue will provide regular substantive interaction between teachers and students regarding of delivery method
- Comsewogue will ensure equity regardless on delivery method and will include routine scheduled times for students to interact and seek feedback and support from their teachers
- Comsewogue will provide parents and students with contact information for the school and teachers regarding questions about instruction and technology; available in multiple languages
- Comsewogue will ensure that SCOPE PRE-K program maintain health and safety guidelines outlined in NYSED guidance and required by the NYSDOH. SCOPE must maintain a continuity of learning plan
- Comsewogue will provide free appropriate public education consistent with the need to protect the health and safety of students with disabilities and those providing special education services
- Comsewogue will document the programs and services offered and provided to students with disabilities as well as communication with parents
- Comsewogue will ensure collaboration between CPSE, CSE, and program providers regarding IEPs and plans for monitoring and communicating students progress, and commitment to sharing resources
- Comsewogue will ensure access to the necessary accommodations, modification, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related to the student
- Comsewogue will complete the ELL identification process within 30 school days of the start of the school year for all students enrolled during the COVID-19 closure, as well as any students enrolled in the summer of 2020 and during the first 20 school days. Education of ELL's must resume for all students within required 10 school days of initial enrollment as required by the Commissioner's Regulations Part 154
- Comsewogue will provide instructional Units of Study to all ELL's based on their most recently measured NYSESLAT level during in-person or hybrid instruction
- Comsewogue will ensure maintain regular communication with parents/guardians of ELL's to ensure they are engaged in their child's education during the reopening process, and provide all communication for parents/guardians of ELL's in their preferred language and mode of communication
- Comsewogue will ensure all teachers and principals are evaluated pursuant to our APPR Plan
- Comsewogue will ensure all teachers hold valid and appropriate certificate for their teaching assignments except where otherwise allowable under the Commission's regulations or Educational Law