

Reopening Schools

Ready Reset Restart

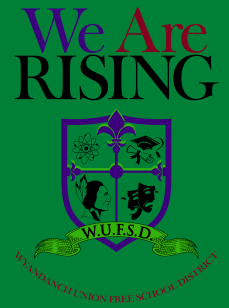
Revised June 8, 2021



Wyandanch UFSD
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Wyandanch, NY 11798

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www.wyandanch.K12.ny.us
www.wufsd.net

A Message from the Superintendent



Dear Wyandanch Families, Faculty & Staff,

Ending the 2019 – 2020 school year in the midst of a global pandemic was nothing anyone in Wyandanch could have predicted. Yet the WUFSD community has shown its ability to navigate through this ever-changing situation with creativity, grit, and grace. Looking ahead to the upcoming school year, a lot of questions still remain about what school will look like and when will we “return to normal.” While some of those questions can’t be answered as of this writing, the District has been working hard to prepare students, families, and staff for a safe return to school for 2020-21. The health and safety of all students, staff, and school communities remain our top priority. The New York State Education Department (NYSED) and the New York State Department of Health have released guidelines to help school districts as they plan to reopen, whether that occurs in-person, remotely, or a combination of the two. These guidance documents outline strict parameters that districts must follow in order to reopen schools safely. In the meantime, the WUFSD has moved forward with its own planning to ensure the safe return to school for everyone. With that in mind, the District will continue to follow guidelines set forth by the Centers for Disease Control, NYSED, New York State, and Suffolk County. We thank our partners at all levels of government, including Governor Andrew Cuomo, County Executive Bellone, and County Health Commissioner Dr. Gregson Pigott, for their guidance. Our initial plans to return to school include three scenarios – in-person learning, digital learning, and a hybrid of a return to brick and mortar buildings while some students will still engage in digital learning. No final decisions have been made, as we are working closely and collaboratively with area superintendents on back-to-school plans. This document details all of the safety precautions the District is undergoing to ensure a safe and healthy return to school, as well as our framework for a hybrid return to school. Please be advised that these plans may change depending on guidance from state and local officials.

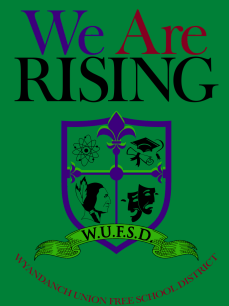
As always, we ask for your patience when visiting a school building as protocols and procedures may be different due to COVID-19. In order to keep everyone safe, please adhere to the guidelines and measures listed within this document. We ask that you make every effort to conduct your business with the District remotely. Thank you for your support and partnership as we work together to maintain a healthy learning environment.

Sincerely,

Gina Talbert, Ed.D.

Superintendent of Schools

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Introduction



At Wyandanch Union Free School District our primary commitment is to the students and families we serve. Our priority must be keeping them safe. When the 2020-2021 school year begins, on-campus school will look much different than previous years due to COVID-19 and the health and safety measures that continue to evolve. This School Reopening Plan will define clear guidance for the reopening of our four schools and aligns with the regulations developed in collaboration with NYSDOH and the NYS Education Department.

The areas outlined in this plan represent the myriad considerations Wyandanch will address to reopen schools safely and to sustain their safe operation. It is important to note that our plan retains a strong focus on academic instruction to enhance student performance and address learning loss. An emphasis on the social-emotional needs of our students is a priority and therefore have addressed this within our plan.

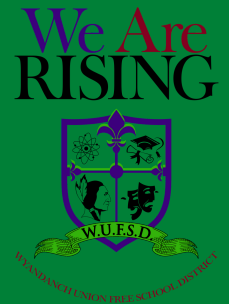
This plan includes procedures that will be followed in the following Wyandanch schools:

- Lafrancis Hardiman Elementary & Annex
- Martin Luther King, Jr. Elementary
- Milton L. Olive Middle School
- Wyandanch Memorial High School

To be clear, the health and safety of our students, our staff, and their families is our top priority. We have developed a plan that intends to ensure that students and employees feel comfortable and safe returning to school campuses. Our reopening plan incorporates recommendations and guidance from the Centers for Disease Control and Prevention (CDC), the New York State Department of Health (NYSDOH) and the New York State Education Department (NYSED).

It is possible that we may need to alternate between in-person and remote learning throughout the year due to recommendations and guidance from our partnering agencies, and stay-at-home orders from the Governor. The level of infection, the spread of the virus and response to the disease in our community will be at the forefront of decision making as we move to open our schools.

Introduction



Shamika Simpson will serve as the district's COVID-19 Coordinator. She will serve as a central contact for schools and stakeholders, families, staff and other school community members and will ensure the district is in compliance and following the best practices per state and federal guidelines. The building principals will serve as the Building COVID-19 Coordinators. They will collaborate with their building teams, including nurse and lead custodian, on COVID-19 matters and implement their individual building reopening plans.

Lafrancis Hardiman Elementary & Annex
Shamika Simpson, Principal - 631-870-0580

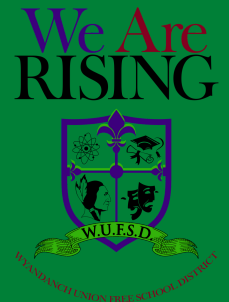
Martin Luther King, Jr. Elementary
Dr. Monique Habersham, Principal - 631-870-0555

Milton L. Olive Middle School
Dr. Darlene White, Principal - 631-870-0525

Wyandanch Memorial High School
Paul Sibblies, Principal - 631-870-0450

Of course, as with every plan being developed throughout New York State, this document is fluid and will change as necessary based on guidance from the state, CDC, and NYSED and in consideration of our families and our staff. We strongly believe the services described throughout this plan are in the best interests of our students, families, staff, and community.

Guiding Principles



The development of this plan was guided by and grounded in the following guiding principles:

1. Safeguarding the health and safety of students and staff;
2. Providing the opportunity for all students to access education in the fall;
3. Monitoring schools, students, and staff. When necessary, modifying schedules to appropriately contain COVID-19 spread;
4. Emphasizing equity, access, and support to the students and communities that are emerging from this historic disruption;
5. Fostering strong two-way communication with partners, such as families, educators, and staff;
6. Factoring into decision making the challenges to the physical safety, social emotional well-being, and the mental health needs of our students caused by school closure; and
7. Considering and supporting diversity in our schools and school districts as we provide education is essential.

Communication: Family & Community Engagement



To help inform our reopening plan, the Wyandanch UFSD has sought feedback and input from stakeholders, including administrators, faculty, staff, students, parents/guardians of students, local health department officials and health care providers, employee unions and community groups. Engagement efforts included online surveys, virtual forums/meetings and one-on-one conversations.

- Superintendent Cabinet Meetings - June & July
- Superintendent Administrative Team Meetings - June & July
- Sub-Committee Meetings - June & July
 - Building Procedures, Staffing Considerations, Cleaning & Sanitizing, Instruction, Arrival and Dismissal, Attendance, Health & Wellness, Facilities & Events
- Stakeholder Conversations Facilitated by Building Principals - July
- Parent Survey - July
- Staff Survey - July
- Secondary Student Survey - July
- Board of Education Meetings - June & July

The district remains committed to communicating all elements of this reopening plan to students, parents and guardians, staff and visitors. The plan is available to all stakeholders via the district website at <https://www.wyandanch.k12.ny.us/Domain/1801> and will be updated throughout the school year, as necessary, to respond to local circumstances. As part of its planning for the reopening of schools and the new academic year, the district has developed a plan for communicating all necessary information to district staff, students, parents/guardians, visitors and education partners and vendors. The district will use its existing communication modes – including Blackboard Connect, Class Dojo, Remind and the district’s social media accounts – as well as appropriate signage and training opportunities to support the dissemination of consistent messaging regarding new protocols and procedures, expectations, requirements and options related to school operations throughout the pandemic.

Communication: Family & Community Engagement



Wyandanch Union Free School District's Communication Goals:

- To encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to NYSED, CDC, and DOH guidance regarding the use of acceptable face coverings - a face mask covering the nose and mouth, when a social distance cannot be maintained.
- To provide regular updates about health and safety, scheduling, and all other information faculty, staff and families should be aware of.
- To provide information to families through a wide array of platforms including mail, email, telephone calls, text messaging, social media and website postings.
- To provide information on how families can access technology and receive technical support to assist with utilization and maintenance of equipment.

We will utilize communication methods used by the district to inform the school community. Information will be dispersed in a variety of platforms that include:

- District website
- Blackboard Connect phone calls, emails and texts
- Online training sessions for staff and parents
- Correspondence (letters) mailed to homes
- Social media accounts used by district
- Parent and Staff Meetings (Zoom, Google Classroom, etc.)

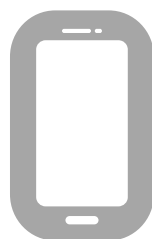
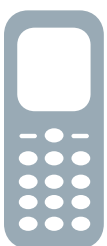


Communication: Family & Community Engagement



Clear messaging will be prepared and consistently communicated before re-entry, on the first day, during the first week, throughout the first month, and continuously throughout the year. Minimum monthly communication will provide information on the following topics:

- Who to contact with questions, concerns or suggestions. Empower people to make a positive difference and communicate the expectation for them to do so.
- The facts as we currently know them (NYSDOH, CDC).
- The importance of social distancing, monitoring symptoms of COVID-19 and when to stay home.
- Set protocols for entrance (screening) and the review process for staff calling in sick. Constant reminders for staff to stay home if they feel sick.
- Encourage and implement social distancing in bathrooms, break rooms, hallways, etc. Installing social distancing markers on the floors, etc.
- Practice proper hand hygiene. Staff is allowed to use hand sanitizer, but hand washing with soap and water for at least 20 seconds is still more effective. Hand sanitizer works best on clean hands.
- Encourage and practice proper respiratory etiquette (i.e., coughing or sneezing into your elbow if a tissue is not available).
- Encouraging personal responsibility for yourself and your work area.
- Educating the school community on district policies/procedures, including how to properly wear and dispose of a face mask/respirator.



Health & Safety



The health and safety of our students, our staff and their families is our top priority. We want students and employees to feel comfortable and safe returning to school campuses. Our reopening plan incorporates recommendations and guidance from the Centers for Disease Control and Prevention (CDC), the New York State Department of Health (NYSDOH) and the New York State Education Department (NYSED).

The following protocols and procedures will be in place in all district schools for the 2020-21 school year should in-person schooling resume. Anyone with questions or concerns should contact our COVID-19 Safety Coordinator (Your Building Principal) at:

Lafrancis Hardiman Elementary & Annex - Shamika Simpson, Principal

(631) 870-0580 or ssimpson@wufsd.net

Martin Luther King, Jr. Elementary - Dr. Monique Habersham, Principal

(631) 870-0555 or mhabersham@wufsd.net

Milton L. Olive Middle - Dr. Darlene White, Principal

(631) 870-0525 or dwhite@wufsd.net

Wyandanch Memorial High - Paul Sibblies, Principal

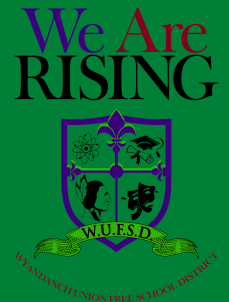
(631) 870-0450 or psibblie@wufsd.net

For more information, please visit our [Reopening website](#).

To ensure employees and students comply with communication requirements, Wyandanch will:

- Post signage throughout the buildings to remind personnel to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning/disinfecting protocols.
- Establish a communication plan for employees, visitors, and parents/guardians with a consistent means to provide updated information. This will be accomplished through:
 - Website & Social media
 - Email & Print copy mailings
 - Voice and/or video messaging
 - Traditional media outlets
- Maintain a continuous log of every person, including staff, workers, and visitors, who may have close contact with other individuals at the work site, school, or area; excluding deliveries that are performed with appropriate PPE or through contactless means.
- If a worker or staff member tests positive for COVID-19, the school district must immediately notify state and local health departments and cooperate with contact tracing efforts, including notification of potential contacts, such as workers or visitors who had close contact with the individual, while maintaining confidentiality required by state and federal law and regulations

Facility Entry



To ensure all faculty, staff, students, and visitors comply with physical distancing requirements, anyone within Wyandanch facilities will practice social distancing expectations:

- Where feasible, entry and egress in and out of all buildings will be limited to a single location. If applicable, a single point entry and single point egress will be identified to minimize cross traffic.
- All entry to the buildings will occur through the main entrance to a check-in point at the security station.
- A face covering must be worn by all individuals, students, staff, and visitors while indoors on Wyandanch property, especially when social distancing cannot be maintained. Students and faculty outdoors for recess, physical education classes, and sporting events may choose to not wear a mask while out of doors.
- Proper face covering includes, but is not limited to, a surgical mask, cloth mask, balaclava or bandana and must completely cover the individual's mouth and nose.
- A plastic face shield alone is not an acceptable face covering.
- All individuals may choose to utilize their own face covering, however face coverings can and will be provided by Wyandanch if a student, staff or faculty member does not have one on a given day.

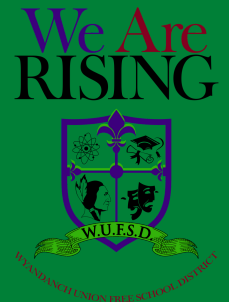


Daily Health Screening

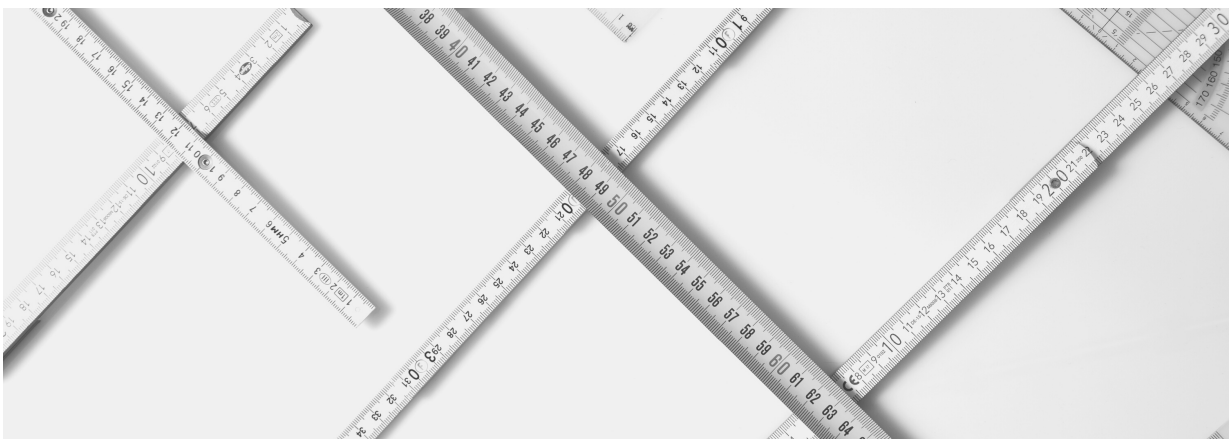


- Prior to entering all Wyandanch locations, individuals must complete a medical screening questionnaire. This questionnaire is accessible through the Wyandanch website at www.wufsd.net or the QR code that will be posted at all main entrances that will provide a direct link to the survey using an iPhone or android phone.
- Staff should complete this screening prior to arriving at work via the electronic submission form.
- Staff will be required to monitor their own temperatures prior to arrival on campus and throughout the day. Anyone whose symptoms response changes from a NO to YES during the day, **must** contact their supervisor immediately and await further instruction.
- Students and visitors will be screened for temperature at arrival.
 - Parents are encouraged to monitor for temperatures and symptoms prior to sending their student on a bus, however students will be screened at arrival for temperatures.
 - Visitors will have their temperatures taken upon arrival.
- All staff must sign in and out of each building with the security desk each time they enter and exit the building.
- Students will be signed in and accounted for as without fever/symptoms and able to attend school through attendance roll.
- For multiple individuals entering the building simultaneously, they will be required to stand at the marked out locations on the floor, maintaining social distance until they can be signed in and screened.
- Corridors will be created (outside, but preferably covered) where individuals can enter the facility when in-person screening is utilized.
 - Multiple lines and entrances will be coordinated, if needed to reduce crowding.
 - Markings (whether in tape or otherwise) will be placed on the ground or in the corridor to indicate six (6) foot lengths to provide for greater social distancing for individuals while in line.
- Only after all individuals have been accounted for, cleared through the medical screening and wearing proper face coverings, will access to the building be granted.
- Should a person fail the medical screening, specific procedures should be followed. Please reference the Suspect or Confirmed COVID-19 Case section for guidance.

Social Distancing



- All individuals on Wyandanch premises must maintain social distancing and face covering when social distancing cannot be maintained.
- Proper social distancing is defined as a six (6) foot separation between individuals. When social distancing is practiced, such as in an isolated office or large meeting space, the individuals may remove their face covering. However in common areas, such as breakrooms, hallways or bathrooms, the face covering must be worn.
- Ensure six (6) foot distance between personnel, unless safety or core function of the work activity requires a shorter distance. Any time personnel are less than six (6) feet apart from one another, personnel must wear acceptable face coverings.
- Tightly confined spaces will be occupied by only one individual at a time, unless all occupants are wearing face coverings. If an area is occupied by more than one person, keep occupancy under 50% of maximum capacity.
- Social distance separation will be using tape or signs that denote six (6) feet of spacing in commonly used and other applicable areas on the site (e.g., clock in/out stations, health screening stations, reception areas).
- In-person gatherings will be limited as much as possible and we will use video-conferencing whenever possible. Essential in-person gatherings, such as meetings, will be held in open, well-ventilated spaces with appropriate social distancing among participants.
- Designated areas for pick-ups and deliveries will be established, limiting contact to the extent possible.



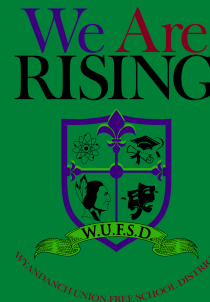
Personal Hygiene



Hand washing - Students and staff must practice good hand hygiene to help reduce the spread of COVID-19. Schools should plan time in the school day schedule to allow for hand hygiene.

- Hand hygiene includes:
 - Signage encouraging hand washing and correct techniques;
 - Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds), which is the preferred method. This can be accomplished by singing or humming the happy birthday song twice;
 - Adequate facilities and supplies for hand washing including soap and water;
 - Use of paper towels or touch-free paper towel dispensers where feasible (hand dryers are not recommended as they can aerolize germs);
 - Use of no-touch/foot pedal trash can where feasible;
 - Time in the day to encourage frequent hand washing.
- Students and staff should wash hands as follows
 - Upon entering the building and classrooms;
 - After sharing objects or surfaces;
 - Before and after snacks and lunch;
 - After using the bathroom;
 - After helping a student with toileting;
 - After sneezing, wiping, or blowing nose or coughing into hands;
 - Anytime hands are visibly soiled;
 - When handwashing is not available use a hand sanitizer;
- Hand Sanitizer - At times when hand washing is not available students and staff may use a hand sanitizer. In order for the sanitizer to be effective it must contain a minimum of 60% ethanol or 70% isopropyl alcohol. It should be noted the sanitizers are flammable and students must be monitored and supervised when using these. Using hand sanitizers should include:
 - Signage should be placed near sanitizer dispensers indicating soiled hands should be washed with soap and water;
 - Placement of sanitizer dispensers should be located near entrances and throughout common areas.

Visitor & Vendor Practices



No outside visitors or volunteers will be allowed on school campuses, except for the safety and well-being of students. Parents/guardians will report to the front office and not go beyond unless it is for the safety or well-being of their child. Essential visitors to facilities and parent/guardian visitors will be required to wear face coverings and will have restricted access to our school buildings.

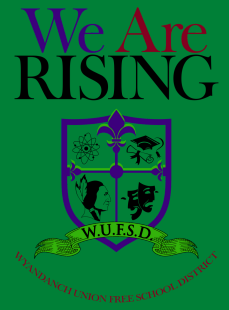
- **Visitors**

- All visitors must be wearing proper face covering prior to entering any building and it must be worn at all times when a six (6) foot social distance cannot be maintained.
- All visitors check in at Security for temperature screening and to fill out the COVID-19 CHECK-IN SCREENING which can be found by scanning the QR Code that will be posted on all doors. The visitors must sign in with their identification through the Raptor system for a visitor badge. This will indicate to all other Security locations that the visitor has been screened.
- No visitor should enter a building unless necessary. All meetings should be held outside or via virtual meetings when possible.
- All visitors must sign in and out at the main entrance of each building stating their destination at that building for contact tracing. All visitors should be accompanied by a staff member.
- Should a visitor become ill while on campus, they must alert the staff member they are visiting to report the issue and then immediately seek medical attention.
- At the end of each day, the security guard must submit the sign-in/out documents to the building principal. Documents must be scanned and named indicating the location and date, following this format: LOCATIONMMDDYYYY.pdf. (Example LFH07312020)

- **Vendor**

- All vendors must be wearing proper face covering prior to entering any building and it must be worn at all times when six (6) foot social distance cannot be maintained.
- All vendors must report to the Security desk first for temperature screening and to fill out the COVID-19 CHECK-IN SCREENING which can be found by scanning the QR Code that will be posted on all doors. The vendors must sign in with their identification through the Raptor system for a visitor badge. This will indicate to all other Security locations that the vendor has been screened.
- No vendor should enter a building unless necessary for completion of their job. All meetings should be held outside or via Google Meet or Zoom when possible.
- All vendors must sign in and out at the main entrance of each building stating their destination at that building for contact tracing. All vendors should be accompanied by a staff member.
- Should a vendor become ill while on campus, they must alert the staff member they're visiting to report the issue and then immediately seek medical attention.

Training



Wyandanch Union Free School District will train all personnel on new protocols and frequently communicate safety guidelines. Training on the precautions listed below will be conducted either remotely or in person. Social distancing and face coverings will be required for all participants if training is conducted in person. Training material is designed to be easy to understand and available in the appropriate language and literacy level for all workers.

Wyandanch Union Free School District will 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. Additional training will be provided in:

- Prevention of disease spreads by staying home when they are sick.
- Proper respiratory etiquette, including covering coughs and sneezes.
- Avoiding the use of communal objects. If communal objects must be used, provide information on proper disinfection procedures between use. Examples of communal objects include, but are not limited to, other workers' phones, desks, offices, computers or other devices, other work tools and equipment.
- Provide employees and students with up-to-date education and training on COVID-19.
- Risk factors and protective behaviors (i.e., cough etiquette and care of PPE).
- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Training for Screeners

Wyandanch Union Free School District will identify individuals familiar with CDC, OSHA protocols, and DOH guidelines in each building who will be a trained screener. Screeners will wear appropriate employer-provided PPE, including at a minimum, a face covering, temperature screenings and social distancing. If social distancing or barrier/partition controls cannot be implemented during screening, PPE should be used when within six (6) feet of a student.

Signs and Messages

Signs will be posted in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face).

When Students Eat in Classrooms

- Train teachers on food allergies, including symptoms of allergic reactions to food.
- Inform relevant personnel, such as classroom teachers of students with allergies
- Train all non-food service staff on any meal service-related activities they will be responsible for https://www.cdc.gov/healthyschools/foodallergies/pdf/13_243135_A_Food_Allergy_Web_508.pdf

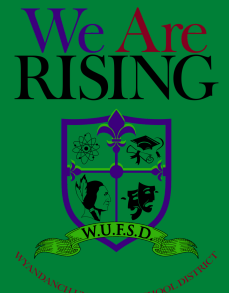
Training



Training topics for all staff and substitutes

- Proper hand washing: proper hand hygiene. Promote frequent and thorough hand washing by providing employees, the school community, and visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% ethanol or 70% isopropyl alcohol. Provide training on proper handwashing and hand sanitizer use <https://www.cdc.gov/handwashing/when-how-handwashing.html> and [Hand washing video](#)
- Proper cough and sneeze etiquette
- Social Distancing
 - Provide training for faculty/staff on how to address close contact interactions with students as part of every day job tasks. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>
- Operating procedures (various by building)
 - Entrance into the building
 - Cleaning procedures
 - Sick child pick up
 - Staff who are sick or suspected to be sick <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- Proper cleaning techniques
 - Cleaning and disinfecting <https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html>
- Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html> https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf
- Hazard Communication – Right-To-Know
 - Proper use of chemicals and Safety Data sheets
 - <https://www.osha.gov/dsg/hazcom/>
- No chemicals from home
- Transfer of hand sanitizer in smaller containers
- List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19)
 - <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>
- Exposure Control Plan – with a focus on Pandemic/COVID-19
- Personal Protective Equipment - PPE
 - Update Hazard Assessment and PPE
 - Selection Worksheet for all identified employees
 - Proper type, use, and size
 - Cleaning and sanitizing of the face covering (if applicable)
 - Provide training for staff and students on wearing, putting on, removing and discarding PPE, including in the context of their current and potential duties <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
- Use of face coverings (donning/doffing) (cloth vs. surgical)
 - [Face coverings don/doff video](#)
 - [Removing PPE video](#)
- Respirator Protection (N95)
 - Nurses will be provided with N95s
 - Training provided for identified personnel only
 - <https://oshareview.com/2020/04/osha-requirements-for-occupational-use-of-n95-respirators-in-healthcare/>

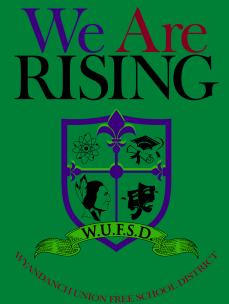
Facilities/Space Design & Capacities



In order to prevent the spread of COVID-19 infection in the district, facilities operations will be geared toward meeting social distancing requirements and cleaning frequently touched spaces regularly. In carrying out projects or tasks supporting infection control, requirements will be met for changes associated with building spaces. Plans for changes or additions to facilities that require review by the Office of Facilities Planning (OFP), will be submitted to comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code.



Facilities/Space Design & Capacities



General Office Area

- All offices will be limited to 50% the rated occupancy for the space. Offices must normally maintain a minimum of 150 sq. ft. per individual.
- Where applicable all offices and small spaces will be limited to one (1) individual at a time.
- In a multiple occupant office, occupancy will be reduced to 50% normal load in addition to maintaining at least 6ft of separation between individuals.
- Additional protective barriers such as polycarbonate screens or strip curtains will be utilized to create a physical separation without hindrance to egress or airflow.
- Workstations will be reconfigured so that employees do not face each other, or establish partitions if facing each other cannot be avoided
- Face coverings should be worn in these multiple use office settings.
- Additional breaks may be allotted to allow individuals time to leave the space to remove their masks. Specific determination of these conditions will be determined by the individual's program supervisor.
- Will reduce tasks requiring large amounts of people to be in one area
- Employees will be encouraged to use virtual meeting tools, including phone and virtual teleconference, in lieu of in-person meetings, whenever possible
- If in-person meetings are essential, consider limiting meetings to 10 people or less depending on local, state, and federal guidelines.

Conference Rooms

- Will limit in-person meetings (refer to NYS guidance), if virtual meetings are not feasible
- If meetings are to occur in person, they will be conducted in a quick manner
- Social distancing and PPE among participants will be required
- Lingering and socializing before and after meetings should be discouraged

Facilities/Space Design & Capacities



Break Rooms and Lunch Rooms

- Breakroom use is discontinued if a minimum of 6 ft. separation cannot be maintained
- Staff are encouraged to take their lunch and breaks in their private offices or classrooms, or outside if weather permits
- Staggered break schedules may be utilized to assist with separation concerns.
- If staff wish to take breaks together they must do such in a large space or outside, where at minimum 6ft. of separation can occur.
- Communal meals will not be provided to employees

Copier Rooms/Areas

- Congregating in copier rooms/areas is discouraged.
- Cleaning supplies will be provided at copier stations.
- Staff are encouraged to wipe down touch surfaces post and prior use.

Elevators

- One person in an elevator at a time.
- Personnel must wear acceptable face coverings when in common use areas.
- Elevators will be frequently disinfected.

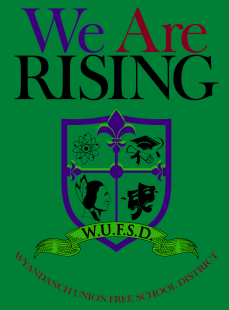
Restrooms

- We will encourage all bathrooms regardless of size to be limited to one person at a time (we understand that this may not be possible at all times)
- In special circumstances where a student must be assisted in the use of the lavatory, the adult present must be wearing all applicable personal protective equipment including a face covering and when medically applicable, the student will be wearing a proper face covering as well.
- Signage will be posted in bathrooms.

Hallways/Stairwells

- Where feasible hallway traffic may be limited to single flow direction.
- Where single flow is not applicable, bi-direction traffic will be permitted.
- Directional flow will be identified by indications on the floor/stairs
- All individuals must also allow for adequate space between when traveling in the same direction.

Facilities/Space Design & Capacities



Classrooms

- Occupancy in each classroom will be specific and determined based off of the overall square footage of the space.
- Each Student, teacher and support staff will receive not less than 6 ft. of separation from others.
- Overall class sizes will be reduced to accommodate all safety parameters.
- Students, teachers and support staff will be required to wear a proper face covering.
- Where possible special teachers and PPS staff will travel to the classroom to provide instruction.
- Restrict items in the classroom to that of obvious use.
 - Remove any unnecessary furniture.
 - Remove any soft surfaces that are difficult to disinfect such as:
 - Area Rugs
 - Soft fabric chairs

Nurse Stations

- All students and staff are required to wear appropriate face coverings.
 - N95 Respirator use for nurses should be limited to situations of suspected COVID-19
 - Nurses must receive proper training and fitment of N95 Respirators prior to use.
- Where applicable, nurse stations have been reconfigured to:
 - Maintain social distancing of no less than 6ft.
 - Create “sick” and “well” zones.
 - Students that receive daily medication should be treated separately from students presenting with symptoms of illness.
 - Nebulizer treatments should be conducted in a separate isolated space with adequate fresh air circulation.
- Physical separation will be achieved by utilizing:
 - Individual exam rooms
 - Polycarbonate barriers
 - Retractable dividing curtain walls.
- Isolation Room/s
 - Individuals presenting with symptoms representative of COVID-19 should be immediately isolated to reduce risk of transmission.
 - A separate room will be utilized where applicable.

Facilities/Space Design & Capacities



Isolation Rooms

- Where applicable, separate, independent room/s with a door in close proximity to the exterior will be utilized for quarantining individuals who present with symptoms representative of COVID-19.
- Where excess space is not available. Nurse stations will be equipped with dividing curtains allowing for both a physical divide and at minimum 6ft of separation.
- These rooms have been identified in each building
 - Lafrancis Hardiman Annex
 - Lafrancis Hardiman/Martin Luther King, Jr. Elementary
 - Milton L. Olive Middle School
 - Wyandanch Memorial High School

Security Vestibule/Reception areas

Security Stations will remain at all entrances of each building.

- Where a multi-entrance design is used, additional security posts will be instituted.
- They will serve as the primary location for accounting for all individuals entering and exiting the building.
- Floor demarcations have been installed to indicate where visitors shall stand to maintain social distance.
- Reception areas have had seating removed or adequately spaced to provide at minimum of 6ft of separation.
- Frequently touched materials such as magazines have been removed.

Computer Labs

- The use of shared space and equipment use will be limited where feasible.
- Blocks of computers will be sectioned off to ensure social distancing is maintained.
- Tables of computers have been removed from classrooms
- Cleaning and disinfection of computer labs and keyboard will be frequent
 - Keyboards should be wiped and disinfected before and after each use.
 - Keyboard covers may be utilized to aid in the cleaning and disinfection process.
- Students should be instructed to wash hands prior to and after touching the keyboards along with other frequently touched surfaces.
- We are exploring the feasibility of procuring devices for every student

Facilities/Space Design & Capacities



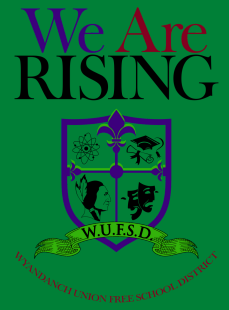
Library Spaces

- Remove all soft covered surfaces that cannot be properly cleaned and disinfected.
- Reconfigure space to ensure social distancing.
 - Tables will be limited to one individual at a time where applicable.
 - Polycarbonate barriers, if approved by NYS may be installed to create a physical barrier.
 - Desks should be arranged so as to not face each other.
 - Small reading nook use should be discontinued unless:
 - limited to one person at a time.
 - Cleaned and disinfected routinely
- Borrowing of materials such as books may need to be discontinued if adequate disinfection cannot be achieved.

Engineering Controls

- Alcohol based hand sanitizer will be available in each entry, all corridors, and each classroom.
- Bathrooms
 - Limited to one occupant at a time.
 - Automatic hand dryer use will be discontinued
 - Entry doors to gang bathrooms will be left open where applicable to reduce the need to handle
- Water Fountains
 - As required by New York State Code a potable water supply will be provided per 150 occupants, but not less than one source per floor.
 - To reduce cross contamination the bubbler/drink spout has been removed or disabled.
 - Automatic/touchless bottle filling equipment has been installed in place of the drink spout.
 - Additional bottle filler stations have been installed where necessary.
 - These appliances will be routinely cleaned and disinfected as described in the Cleaning and Disinfection Section.
- Floor Demarcations
 - All entrances or areas of static wait have floor signage installed allotting for a minimum of six(6) feet of separation between all individuals
 - Many Corridor floors and stairway treading have been fitted with stripping to indicate directional traffic flow and social distancing.
- Temperature Screening Equipment will be ordered

Facilities/Space Design & Capacities



Ventilation

Wyandanch Union Free School District will ensure sufficient ventilation and fresh air to all spaces of occupancy by means of:

- Air handling systems have been inspected for function with higher MERV rated filters.
- Where applicable filters will be exchanged for MERV rating ranging from 11-13.
- Spaces where fresh air is limited due to original building systems, fresh air will be introduced through open windows and doors (as allowable by Fire Marshall)
- Options for replacement and modification to existing systems will be explored.
- More frequent maintenance and inspection of the systems will occur to mitigate extra strain on systems.
- Filter replacement schedules will be more frequent.

Cleaning and Disinfection

The Wyandanch Union Free School District will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,” and the “STOP THE SPREAD” poster, as applicable. Cleaning and disinfection logs will be maintained that include the date, time, and scope of cleaning and disinfection.

Examples of facility types where cleaning and disinfection frequency will be distinguished include

- Bathrooms
- Athletic training rooms, locker rooms
- Health offices, isolation rooms
- Administrative offices (main office, reception area)
- Frequently touched surfaces in common areas (door handles, elevator buttons, copy machine keypads, etc.)
- Breakrooms
- Cafeterias/Kitchens
- Computer labs
- Science labs
- Classrooms
- Maintenance offices and work areas
- Bus Garage
- Buses, school vehicles
- Libraries
- Large meeting areas (auditoriums, gymnasiums, music rooms)
- Playgrounds (cleaning only)
- Outdoor seating areas (plastic or metal)

Facilities/Space Design & Capacities



Students, faculty, and staff will be trained on proper hand and respiratory hygiene, and such information will be provided to parents and/or legal guardians on ways to reinforce this at home.

The district will provide and maintain hand hygiene stations around the school, as follows:

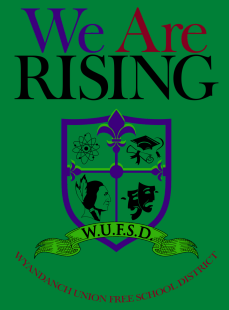
- For handwashing: soap, running warm water, and disposable paper towels.
- For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.

Regular cleaning and disinfection of the facilities will occur, including more frequent cleaning and disinfection for high-risk and frequently touched surfaces. This will include desks and cafeteria tables, which should be cleaned and disinfected between each individual's use. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed.

The district will ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use.

For more information about how cleaning and disinfection information will be communicated to students, families and staff members, visit the Communication section of our reopening plan. Disinfectants must be products that meet EPA criteria for use against SARS-Cov-2, the virus that causes COVID-19, and be appropriate for the surface.

Suspect or Confirmed COVID-19 Case



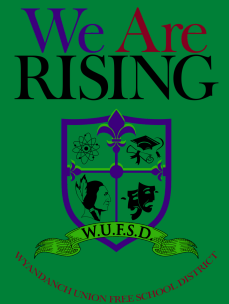
Emergency Response - Students and staff with symptoms of illness must be sent to the health office. A school nurse (Registered Professional Nurse, RN) is available to assess individuals as chronic conditions such as asthma and allergies or chronic gastrointestinal conditions may present the same symptoms as COVID-19 but are neither contagious nor pose a public health threat. Proper PPE will be required anytime a nurse may be in contact with a potential COVID-19 patient

Isolation - Students suspected of having COVID-19 awaiting transport home by the parent/guardian will be isolated in a room or area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may also be in this isolation room if they can be separated by at least 6 feet. If they cannot be isolated in a separate room from others, facemasks (e.g., cloth or surgical mask) will be provided to the student if the ill person can tolerate wearing it and does not have difficulty breathing, to prevent the possible transmission of the virus to others while waiting for transportation home. Students should be escorted from the isolation area to the parent/guardian. The parent or guardian will be instructed to call their health care provider, or if they do not have a health care provider, to follow up with a local clinic or urgent care center; Other considerations include:

- Closing off areas used by a sick person and not using these areas until after cleaning and disinfection has occurred;
- Opening outside doors and windows to increase air circulation in the area
- Waiting at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible;
- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
- Once the area has been appropriately cleaned and disinfected it can be reopened for use.
- Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.

Notification -the NYS and local health departments will be notified immediately upon being informed of any positive COVID-19 diagnostic test result by an individual in school facilities or on school grounds, including students, faculty, staff and visitors.

Suspect or Confirmed COVID-19 Case

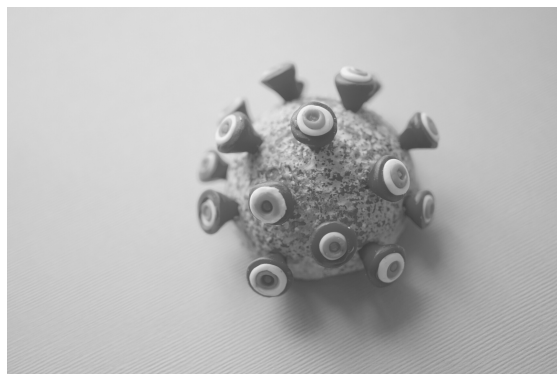


Contact Tracing

Public Health Officials assume the task of contact tracing, once notified.

As a member of the Suffolk County School Superintendents Association (SCSSA), Dr. Talbert participates in weekly calls with superintendents, Suffolk County and Department of Health representatives. To ensure the school district and its employees comply with contact tracing and disinfection requirements, the Wyandanch Union Free School District will do the following:

- Have a plan for cleaning, disinfection, and notifying Public Health, in the event of a positive case. In the case of an employee testing positive for COVID-19, CDC guidelines will be followed regarding cleaning and disinfecting your building or facility if someone is sick. <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and copier machines.
- Vacuum the space if needed. Use vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Workers without close contact with the person who is sick can return to work immediately after disinfection.



Suspect or Confirmed COVID-19 Case



Return to School after Illness

The Wyandanch Union Free School District has established protocols and procedures, in consultation with the local health department(s), about the requirements for determining when individuals, particularly students, who screened positive for COVID-19 symptoms can return to the in-person learning environment at school. This protocol includes:

- Documentation from a health care provider following evaluation
- Negative COVID-19 diagnostic test result
- Symptom resolution, or if COVID-19 positive, release from isolation

The district will refer to DOH's "[Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure](#)" regarding protocols and policies for faculty and staff seeking to return to work after a suspected or confirmed case of COVID-19 or after the faculty or staff member had close or proximate contact with a person with COVID-19.

The district requires that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. The discharge of an individual from quarantine and return to school will be conducted in coordination with the local health department.

Superintendent meetings are taking place with Suffolk County Department of Health regarding protocols for communicating information, quarantine process and contact tracing.

- If a staff member or student comes into direct contact with for an extended period of time (within 6 feet) with a person with COVID-19, they must report such to the school district.
 - This will be immediately reported to the Department of Health.
 - Direction will be provided by the Department of Health (possible self-quarantine for 14 days).
 - District will request a clearance to return to work letter from the staff member or family
- If they entered a school or school building, said building would be thoroughly cleaned and disinfected before students and staff would be permitted to return.
- If a staff member or student with COVID-19 enters a school facility:
 - This will be immediately reported to the Department of Health. The school building(s) may be required to close until the DOH assesses the situation and makes appropriate recommendations re: cleaning, disinfecting, contact tracing and possible self-quarantining of others.

Closure Considerations



When a person has been identified (confirmed) or suspected to be COVID-19 positive; the process in Wyandanch Union Free School District could include:

- Having school administrators collaborate and coordinate with local health officials to make school closure and large event cancellation decisions.
- Establish a plan to close schools again for physical attendance of students, if necessary, based on public health guidance and in coordination with the local DOH. Establishing a decision-making tree at the district level.
- Develop a plan for continuity of education, medical and social services, and meal programs and establish alternate mechanisms for these to continue.
- Implement as needed short-term closure procedures regardless of community spread if an infected person has been in a school building. If this happens, CDC recommends the following procedures:
 - Closing off areas used by ill person(s) and locking off area(s), signage can also be used to ensure no one enters the area. If possible, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Do not use the area(s) until cleaning and disinfection has taken place.
 - Opening outside doors and windows to increase air circulation in the area.
 - Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill person(s), focusing especially on frequently touched surfaces.
 - Communicating as soon as possible with staff, parents, and students.
- Using DOH guidance/procedures for when someone tests positive.
 - In consultation with the local DOH, a school official may consider whether school closure is warranted and period of time (prior to re-opening) based on the risk level within the specific community as determined by the local DOH.
 - In accordance with guidance for quarantine at home after close contact, the classroom or office where the COVID-19-positive individual was based will typically need to close temporarily as students or staff quarantine.
 - Additional close contacts at school outside of a classroom should also quarantine at home.
- Closing of schools could be a regional decision.
 - 7 metrics - NYS Dashboard
 - Schools will reopen if a region is in Phase IV and the daily infection rate remains below 5% using a 14-day average
 - Schools will close if the regional infection rate is greater than 9% using a 7-day average after August 1, 2020
- Thresholds will be determined on a case-by-case basis dependent on the numbers (school closures may be a response).
- Buildings may consider closing if required cleaning products and PPE are not available

Emergency Response Protocols & Drills



The 2020-2021 school year may include hybrid models of the traditional school day. Emergency response drills, including evacuation and lockdown drills, may be spread across the different student populations dependent on the day each population is present the day the drills are scheduled.

Emergency Response Protocols

- Shelter-In-Place
- Hold-In-Place
- Evacuation
- Lockout
- Lockdown

Shelter-In-Place

Areas will be identified in each school that will be used for the Shelter-in-Place along with areas that cannot be used for due to certain types of environmental hazards (i.e.: high winds, tornado,

etc.). Shelter-In-Place protocols will be the same with the following changes:

- Provide 6 feet of space between students and staff during the Shelter-In-Place
- Use of face coverings throughout the event may be considered
- If 6 feet between staff and students cannot be achieved, face coverings should be worn at all times during the event
- Plan to have extra face coverings on hand in the event that a person does not have one
- Listen for updates and respond accordingly

Hold-In-Place

Hold-In-Place protocols will be the same with the following changes:

- Provide 6 feet of space between students and staff during the Hold-In-Place
- Use of face coverings throughout the event may be considered
- If 6 feet between people cannot be achieved, face coverings should be worn at all times during the event
- Plan to have extra face coverings on hand in the event that a person does not have one.
- Listen for updates and respond accordingly

Emergency Response Protocols & Drills



Evacuate

Evacuation protocols will be routinely the same with some minor adjustments:

- Identify areas outside of the building in advance that will allow 6 feet of separation of students and staff. Verify that students and staff will not impede emergency responders
- In effort to get all staff and students out of the building as quickly and efficiently as possible, face coverings should be worn at all times
- Plan to have extra face coverings on hand in the event that a person does not have one
- Identify, in advance, who will be holding the door to get out of the building, therefore reducing the amount of people touching the door hardware when leaving the building. Personnel that will be conducting this task may be assigned to holding the door for one or more classrooms or until confirmation that everyone has vacated the building
- As written in the established protocols, bring all necessary items needed and consider adding the following items: extra face coverings, in the event a face covering becomes unusable and hand sanitizer

Lockout

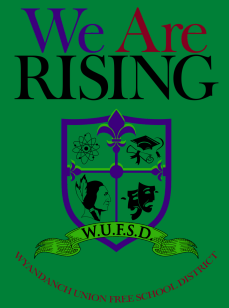
Lockout protocols will be the same, besides maintaining six (6) feet of space between students and staff in the area.

Lockdown

During a Lockdown, there will be a violation of the six (6) foot recommendation between people. In order to protect life safety, lockdown protocols will be mostly the same process as they have been conducted in the past.

- Evaluate, in advance, if there is room to social distance without being in the line of sight
- Face coverings should be worn during the event at all times
- Plan to have extra face coverings on hand in the event that a person does not have one
- Instruct anyone that does not have a face covering to use their shirt to cover their nose and mouth during the event

Child Nutrition



All schools in the Wyandanch Union Free School District will follow district policies and procedures when communicating about school meal services, eligibility, options and changes in operations. All meals provided during the public health emergency will be available at no cost to all children. All communications will be provided through a variety of communication methods including website, social media, emails, robocalls, newsletters, and regular mail and translated into the languages spoken by families.

Wyandanch Union Free School District has identified Deborah Rhodes as the contact person to receive and respond to communications from families and to school staff. Families will be reminded in food service communications during the summer and periodically that they can submit a new application for free and reduced-price meals any time during the school year. Applications are available in each school building, on our website and through email or regular mail as needed. If you have any questions, please contact Deborah Rhodes at drhodes@wufsd.net or 631-870-0520. School meals will continue to be available to all students, including those attending school in-person and those learning remotely.

Meals Onsite

For students onsite, meals will be provided while maintaining appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced.

The district will ensure social distancing between individuals while eating in the school cafeteria. If not feasible, meals may be served in alternate areas (e.g., classrooms) or in staggered meal periods to ensure social distancing and proper cleaning and disinfection between students. The sharing of food and beverages (e.g., buffet style meals, snacks) is prohibited, unless individuals are members of the same household. Adequate space will be reserved for students, faculty, and staff to observe social distancing while eating meals.

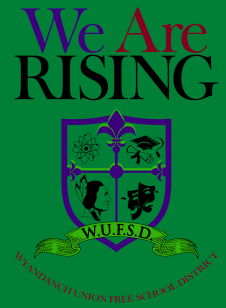
Schools will:

- Establish hand washing times before and after meals
- Deliver breakfast to students in designated classrooms
- Building protocols for students with allergies will be discussed and shared with appropriate staff and faculty
- Post signs regarding hand hygiene and discouraging sharing of food/beverages
- Social distancing signage will be displayed
- Lunch will be served as Grab & Go upon dismissal
- Comply with Child Nutrition Program requirements

Meals Offsite/Remote

Designated pickup times for breakfast and lunch will be provided to families

Transportation



Wyandanch Union Free School District will conduct transportation activities that are consistent with state-issued public transit guidance and NYSED School Reopening guidelines. Students and school staff must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated) and should maintain appropriate social distancing to the extent practicable.

Students will be required to wear masks and social distance on the bus to the extent practicable; however, students whose physical or mental health would be impaired are not required to wear a face covering, but must be appropriately socially distanced. Members of the same household may be seated within 6 feet of each other. Parents and legal guardians are encouraged to drop off or walk students to school to reduce density on buses. We are asking parents to commit to transportation plans two times during the school year.

All buses that are used every day by districts and contract carriers will be cleaned/ disinfected once a day. High contact sports will be wiped down after the morning (AM) and afternoon (PM) run depending upon the disinfection schedule.

School buses shall not be equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.

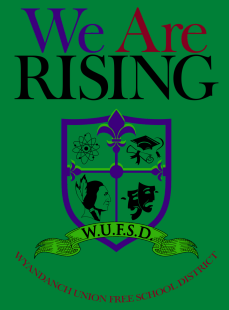
Wheelchair school buses will configure wheelchair placement to ensure social distancing of 6 feet.

Whether school is in session remotely or otherwise, pupil transportation will 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.

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.

Transportation opt-in requests will be processed two times per year. Questions regarding transportation will be answered by Laura Brothers via email at lbrothers@wufsd.net.

Transportation



Cleaning and Disinfecting

- Refer to the cleaning standard operating procedures guidance for further information.
- Buses and other transportation vehicles will be cleaned and disinfected daily (focus on high touch areas)
- Daily Cleaning
 - All trash removed
 - Floors swept and dust mopped
 - Walls and windows cleaned
- High Touch Surfaces
 - Bus seats and seat backs
 - Seat belts
 - Door handles, handrails
 - Driver operator area
- Cleaning and disinfecting products approved by the EPA will be used according to instructions.
- Eating and drinking will be prohibited on the bus
- Buses will be inspected to ensure cleaning/disinfecting protocols are followed on contracted buses
- All cleanings/inspections will be documented (via trackable log)

Bus protocols for a reported case of COVID -19 on a school bus

- Eastern Suffolk BOCES will be notified, the district will then notify building administration and a plan will be implemented to contact parents of students on that bus.
- Bus will be taken out of service for 24 hours before the bus can be used again after a report of COVID-19. Bus will be disinfected following CDC guidelines.

Students on Transportation

- 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 social distance (six (6) feet separation) to the extent practicable on the bus and wear a facial covering (unless they have a health concerns that prohibits them from doing so)
- Students who do not have a mask can NOT be denied transportation;
- Students who do not have masks must be provided one by the driver or monitor;
- Students with a disability which would prevent them from wearing a mask will not be compelled to do so or denied transportation.

Transportation



Training (Office Personnel, Drivers, Mechanics, Aides)

- Hazard Communication/Right-To-Know (annual)
- Personal Protective Equipment (PPE)
- Exposure Control/Bloodborne Pathogen (BBP)
- COVID Awareness
 - New cleaning Protocols (buses, transportation center)
 - Handwashing
 - Face Covering (sizing, use, wear & care)
 - Personal Health and Hygiene
 - Special working conditions with face coverings (strenuous activity)

Required Personal Protective Equipment (PPE)

- Disposable gloves
- Face Covering/Mask
- Face Shield (if applicable)

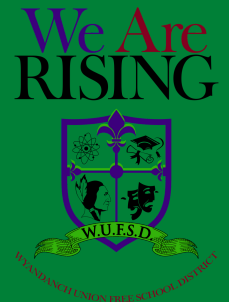
Transportation Communication

- Wyandanch Union Free School District will emphasize to parents and students prior to reopening schools that Eastern Suffolk BOCES has thoroughly disinfected all buses
- Wyandanch Union Free School District will communicate with parents and students that student transportation vehicles are included in the district's COVID-19 plans and what part students and parents will play in ensuring safety and minimizing infection while utilizing Eastern Suffolk BOCES transportation services
- Advise parents not to send their children to school or board the bus if sick or with an elevated temperature
- Survey parents regarding transportation including an "opt-out" option
- Remind students/parents/guardians that social distancing requirements extend to the bus stop
- Multiple routing scenarios for different instructional scheduling options (split session, alternating days, hybrid option)

Density Reduction, Social Distancing, Bus Capacity

- CDC guidelines suggest creating distance between children on the school bus when possible.
 - Seat one child per row, skip rows. This results in approximately six students on a 66-passenger bus. (90% capacity reduction)
 - Consider these restrictions when planning transportation routes
- As a density reduction strategy, another consideration is to seat one student per row, all students wearing masks. (Source: National council on school facilities and cooperative strategies).
 - This results in approximately 22 students on a 66-passenger bus
- Allow siblings or those that live in the same household to sit together
- Place floor decals or tape to indicate where students should sit and to mark six (6) foot distances
- Students shall wear face masks (if required) while in transit when social distancing is not possible
- Student attendance/screening on every route, every day, to and from school. The attendance sheets should be documented in writing and retained for contact tracing

Transportation



Routing

The Wyandanch Union Free School District had developed multiple routing scenarios for administration to analyze different instructional scheduling options

- Alternating days
- Hybrid schedules – some grade levels in person learning at school buildings, other grade levels
- virtual remote learning
- Utilize computerized routing programs to provide different routing scenarios and analyze cost/feasibility
- Limit rotation of substitute drivers and aides if possible
- Limit student movement between bus routes
- Discontinue allowing students to ride different buses on different days of the week unless parent or guardian makes plausible requests (childcare, custody arrangements)
- If possible, mirror AM and PM routes, so bus riders are the same group each day

Loading/Unloading & Pickup/Drop-off

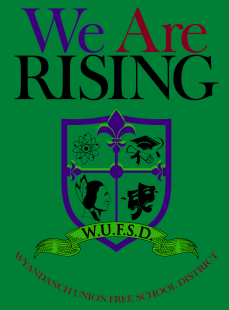
- Students shall be loaded in sequential route order.
- Dismissal times will be staggered to best suit building needs and to promote social distancing
- Adjustments will be made by buildings:
 - For unloading and entry, and loading and departure
 - Route timing which will be affected by delayed loading/unloading processes
 - Arrival and departure activities shall be supervised to ensure social distancing
- Will add or modify bus routes to reduce load levels on buses

Transporting to BOCES

- Eastern Suffolk BOCES will be transporting to BOCES and will follow similar protocols as previously described
- Eastern Suffolk BOCES will keep a log of attendees on the trip in both directions from the BOCES building. Upon request, schools may need to supply the log of passengers in addition to cleaning logs in the event BOCES must assist in contact tracing due to exposures either at the BOCES buildings, or during transportation



Social-Emotional Well-Being



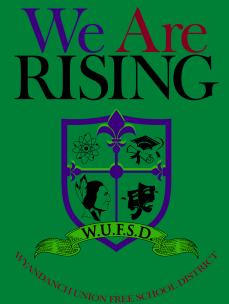
In planning for our re-entry in September, the District has formed Task force teams to examine the guidance provided by the Department of Health and NYSED for our re-entry in the Fall. Our work is grounded in our beliefs the most equitable opportunities for educational success relies upon the comprehensive support for students and families provided in our schools with our professionals and the systems of support we have built. These supports include academics as well as the social and emotional well-being of our students. We are committed to prioritizing social emotional well-being - not at the expense of academics, but in order to create the mental, social and emotional space to access rigorous academic content with confidence. In support of this belief, a Social-Emotional Learning team was created consisting of certified teachers, certified school counselors, licensed mental health professionals, community members and school administrators. This task force team was created to develop a cohesive and strategic plan, regardless of the re-entry phase, to support students and staff upon for the 2020-2021 school year.

Research shows the importance of mental and emotional well-being for students and staff, which has both psychological and ultimately academic outcomes. We know, after this prolonged closure, many of our students and staff will require social-emotional supports to help them re-engage and re-enter work and school.

As a District, our commitment is to create emotionally and physically safe, supportive and engaging learning environments promoting all students' social and emotional well-being and development. The pandemic has elevated the role of leaders in creating conditions helping students practice empathy, create social bonds across distance and adapt to new learning experiences. Counselors, social workers, and school psychologists will play an extremely important role in the adjustment period when buildings reopen. Access to school counselors and school-based health programs will be invaluable supports to our students.

Before school resumes, school administrators, teachers and mental health practitioners (school counselors, school psychologists and/or school social workers) will meet to develop support plans. School counselors and administrators will be equipped with tools and information needed to see each child through a social emotional lens. We remain committed to supporting all students and maintain our whole child commitment as well as equipping all staff to connect, heal, and build capacity to support our students. Supports will include school counselors, social workers and school psychologists. Individual and group counseling sessions will be scheduled as needed. If you feel your child requires emotional support from school staff, please contact us. Our Assistant to the Superintendent, Christine Jordan can be reached at 631-870-0419 and our Director of Special Education, Carl Baldini can be reached at 631-870-0500. Counselors can be reached by calling your child's school directly.

Social-Emotional Well-Being



Social Emotional Learning Umbrella (SEL)

We understand that addressing the Social Emotional needs of our scholars is fundamental to their overall personal growth. Strengthening their social emotional competence leads to improvements not only in social interactions, but academically and behaviorally. Communicating to our staff that their social-emotional well-being is paramount to the success of our scholars and school community, we pledge to provide educators the brave space necessary to share feelings and practice SEL competencies.

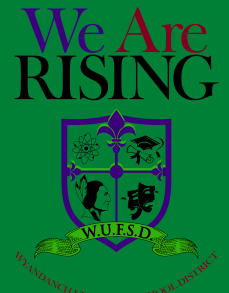
WUFSD will dedicate the first 1-2 weeks of the school year to a curriculum that focuses on building relationships between scholars and educators. Activities will focus on getting to know one another and making the adjustment back to school. i.e. scholars will have the opportunity to interview their teachers. School days will begin with a guided meditation.

SEL will be embedded across all content areas using the CASEL Framework. The 5 domains of SEL will be used as the basis for instruction and included in lesson plans. For example, in math, data and statistics can be analyzed. Inequities in all areas will be researched. Common planning time will be used to address the skill of the week/day. Administrators, Coordinators, Counselors and School Leadership Teams will provide support as needed to teachers by reviewing appropriate materials.



A district wide interdisciplinary project will occur where each school is responsible for highlighting various community change agents/influencers using the CASEL framework and incorporating PRIDE. For example, Henrietta Lacks, Dolores Huerta, Martin Luther King Jr. (stance on economic equality), Caesar Chavez, Unity Dow, John Lewis and others.

Social-Emotional Well-Being



Character education/Talk Sessions will use the CASEL Framework to drive conversation and make connections to WUFS.D P.R.I.D.E. Using short videos and/or images to spark conversations educators will provide scholars the space and opportunity to share what they know and feel. Empower them to think and act more, while questioning the status quo.

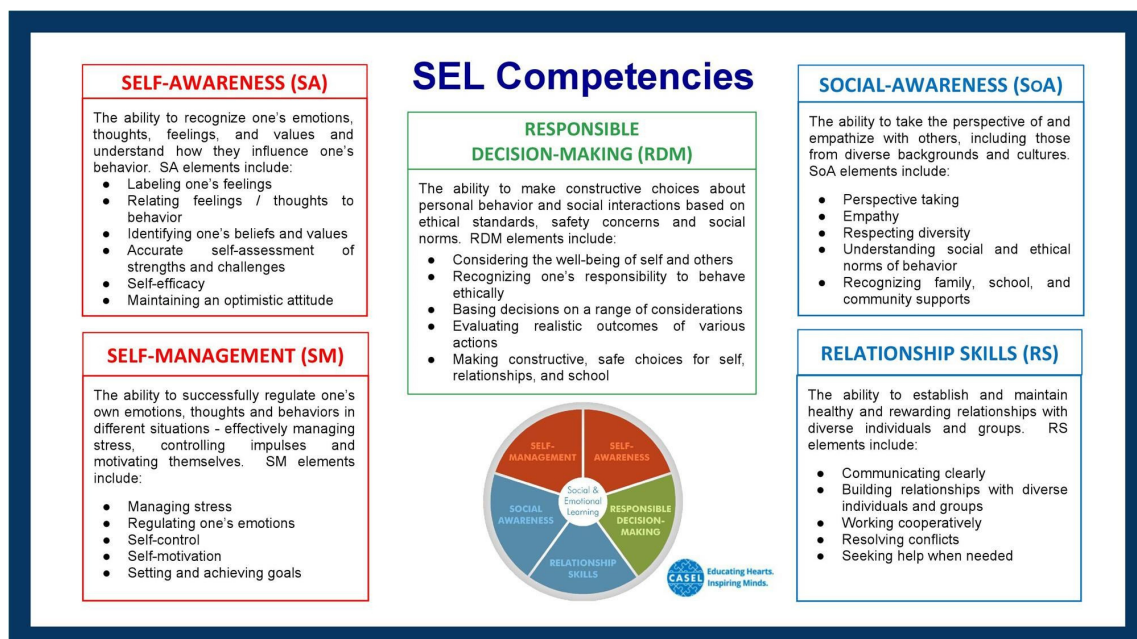
WUFS.D is committed to communicating to ALL stakeholders the importance of Social Emotional Learning and that the process of acquiring and practicing these skills is the foundation of a highly functioning school community.

In August and September educators will attend professional development sessions on the integration of CASEL framework in all content areas, PBIS, building culture and restorative practices.

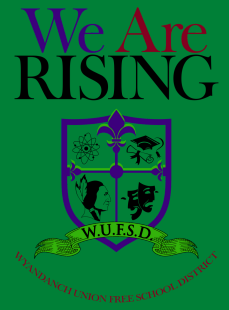
Beginning in August, there will be district wide SEL/ Mental Health sessions for scholars, parents, educators and all staff. These will be informational, interactive and topic specific throughout the year.

Towards the end of August the district will send out a survey to assess scholar anxiety and trauma related to but not limited to COVID-19 in order to adequately prepare to address scholar anxiety and re-adjustment.

WUFS.D will conduct quarterly reviews of SEL practices in each school building.



Social-Emotional Well-Being



Contact Information for Student Support

Lafrancis Hardiman Elementary/Martin Luther King, Jr.

(631) 870-0580 or (631) 870-0555

Jonathan Afanador, School Psychologist

Elizabeth Moshkovich, School Social Worker

Jamie Ward School Counselor

Milton L. Olive Middle School

(631) 870-0525

Dr. Giliane Spencer, School Psychologist

Monique DeMory, School Counselor

Laura Santiago, School Counselor

Kelly Urena, Social Emotional Learning Specialist

Wyandanch Memorial High School

(631) 870-0450

Daphney Pierre, School Psychologist

Tiffany Kee, School Counselor

Dexter Ward, School Counselor

Tanisha Crawford, School Social Worker

Additionally, all Wyandanch Union Free School District employees have access to the Employee Assistance Program (EAP) which offers many free services including face-to-face and virtual counseling. Information about all social-emotional supports will be made widely available to the Wyandanch community through the [Ready, Reset, Restart](#) page found on our website. We are committed to making accessible family/caregiver-appropriate social and emotional learning (SEL) content to be used during all phases of our re-entry.

Social-Emotional Well-Being



Transitions are important every year, and they will be even more important this fall returning from continuous remote learning to in-person instruction in buildings or a phased in approach to in-person instruction. We will support transitions in a culturally responsive manner and engage students, families, and communities in the process of identifying needs and supports. Transitions take many forms and include returning to school in the fall, moving from one grade band to another, or dealing with the varying emotional needs as a result of the health pandemic.

The following considerations guided our building level planning:

Emotional reactions to coming out of quarantine may include:

- Mixed emotions, including relief after quarantine
- Fear and worry about your own health and the health of your loved ones
- Stress from the experience of monitoring yourself or being monitored by others for signs and symptoms of COVID-19
- Sadness, anger, or frustration because friends or loved ones have unfounded fears of contracting the disease from contact with you, even though you have been determined not to be contagious
- Guilt about not being able to perform normal work or parenting duties during quarantine
- Other emotional or mental health changes

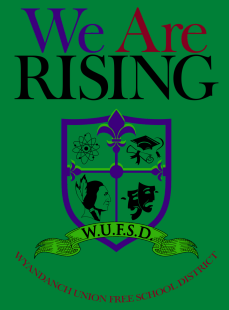
Addressing Social-Emotional Health

- Sustain a culture that supports and emphasizes mental health services available for faculty, staff, students and families
- Professional Learning for staff to assist them in understanding:
 - Social Emotional Learning (SEL) competencies; self-awareness, self-management, social awareness, relationship skills, and responsible decision-making
 - The warning signs for quarantine related mental health needs
 - How to access crisis support and other mental health services

What Mental Health Professionals will do in schools

- Educate staff, parents, and students on symptoms of mental health needs and how to obtain assistance
- Promote social emotional learning competency and build resilience
- Help ensure a positive, safe school environment
- Teach and reinforce positive behaviors and decision-making
- Encourage good physical health
- Help ensure access to school-based mental health supports; facilitate the expansion of school-based mental health supports

School Schedules



Thank you for your input throughout Stakeholder Conversations held with each building principal as well as the district parent survey. Recordings of each Stakeholder Conversation as well as the results of the July parent survey can be found on the [Ready., Reset, Restart](#) page on the District website. Every effort will be made to ensure that siblings attend school on the same day.

Elementary Schools - Grades K-5

- Hybrid Schedule
 - Group A attends class Monday and Tuesday and attends live, virtual classes Thursday and Friday
 - Group B attends class Thursday and Friday and attends live, virtual classes Monday and Tuesday
 - All students learn virtually on Wednesday; some may receive targeted, academic support from their teachers in a live, virtual setting
- Desks 6 feet apart
- Masks worn when social distance cannot be achieved (bus, hallways, etc)
- At home days
 - Google Classroom will be utilized with further information provided by principal and teacher

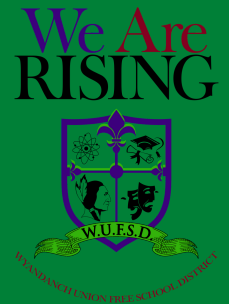
Middle School - Grades 6-8

- Hybrid Schedule
 - Group A attends class Monday and Tuesday and attends live, virtual classes Thursday and Friday
 - Group B attends class Thursday and Friday and attends live, virtual classes Monday and Tuesday
 - All students learn virtually on Wednesday; some may receive targeted, academic support from their teachers in a live, virtual setting
- Desks 6 feet apart
- Masks worn when social distance cannot be achieved (bus, hallways, etc)
- At home days
 - Google Classroom will be utilized with further information provided by principal and teacher

High School - Grades 9-12

- Hybrid Schedule
 - Group A attends class Monday and Tuesday and attends live, virtual classes Thursday and Friday
 - Group B attends class Thursday and Friday and attends live, virtual classes Monday and Tuesday
 - All students learn virtually on Wednesday; some may receive targeted, academic support from their teachers in a live, virtual setting
- Desks 6 feet apart
- Masks worn when social distance cannot be achieved (bus, hallways, etc)
- At home days
 - Google Classroom will be utilized with further information provided by principal and teacher

School Schedules

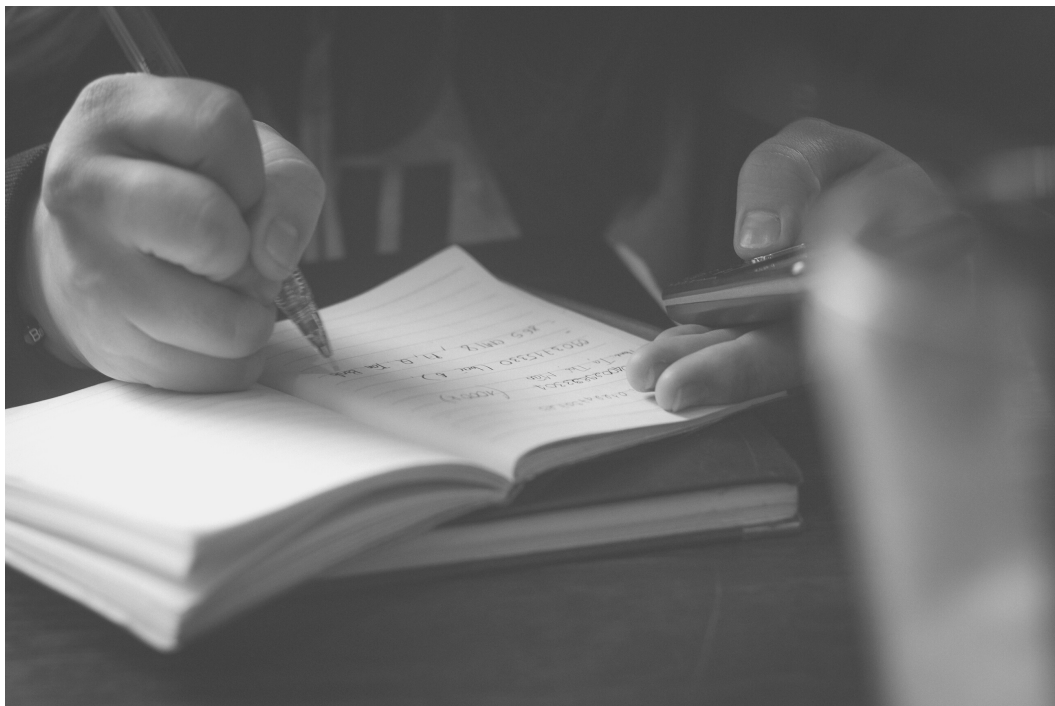


Full Virtual Teaching and Learning

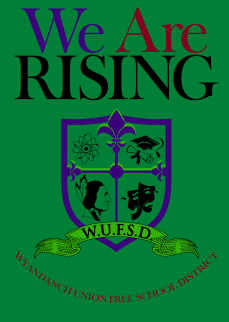
If our school buildings are closed, we will resume 100% virtual teaching and learning. A daily remote learning schedule and student expectations (virtual class attendance, grading, and participation) will be provided to students and families by their building principal and classroom teachers. We will ensure that this schedule provides opportunities for students to engage with their teachers and classmates.

All models:

All in person, hybrid, and virtual student, staff and faculty scheduling information will be sent home via Blackboard Connect and posted on the school and district website as well as being provided to, and reviewed with, all students during our in-person class sessions in September. In accordance with the New York State Education Department, all models will provide clear opportunities for equitable instruction for all students; ensure continuity of learning regardless of the instructional model used; provide for standards based instruction; ensure substantive daily interaction between teachers and students; and clearly communicate information about instructional plans with parents and guardians.



Attendance, Attendance Reporting & Chronic Absenteeism



Attendance and Attendance Reporting

All schools in the Wyandanch Union Free School District will take daily attendance whether school opens in September in-person, hybrid, or remote. Attendance policies and procedures will be communicated with families and students prior to the start of the school year or if the instructional model changes during the year. Communication will take the form building level parent letters/newsletter, robocalls, emails, text messaging, and social media. Teachers will record daily attendance in Infinite Campus our student management system based on the required daily scheduled student contact and engagement. Daily reports will be generated to identify students who are absent and/or chronically absent. Contact with the families will be made daily to determine reasons for absence and needs or barriers the student may have to participate in daily lessons.

Chronic Absenteeism

While there is no one-size-fits all approach to addressing chronic absenteeism, (District Name) is committed to providing interventions to prevent and address health-related and mental health chronic absenteeism. We recognize that many factors will influence student attendance, and may be greatly impacted by the instructional models provided; in-person, hybrid, and remote.

The Wyandanch Union Free School District addresses chronic absenteeism as follows.

1. Nurture a culture of attendance

- Communicate clearly to families and students what the attendance policy is and expectations for participating based on the model of instruction
- Explain the importance of attendance to the entire school community
- Track daily attendance, tardies, and student engagement in one central, secure location with a tool that helps you can quickly see how these data points impact student behavior.

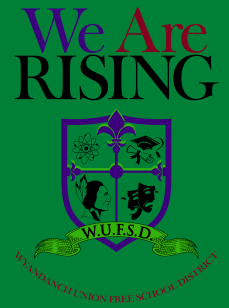
2. Early Identification and Intervention

- Each school regularly monitors attendance data and communicates with parents about issues as they arise.
- Use data to identify which students are at risk, so you can intervene before isolated absences become chronic absenteeism.
- Establish intervention plans; parent phone call, home visit, counseling, instructional modifications, engage community partners, etc.

3. Create a more positive school culture and a focus on engaging instruction

- Evaluate and address your students' engagement in learning
- Provide teachers and school leaders with multiple levels of support to help students stay more engaged and act positively.
- Help students achieve positive social and emotional character development, while reinforcing the behaviors that make up your ideal school culture.
- Use goal-based incentives and rewards to motivate attendance and positive student behaviors

Technology & Connectivity



Access to technology is essential for the successful roll-out of this plan. The Wyandanch Union Free School District has been committed to ongoing planning and implementation of district technologies to ensure equitable access for staff and students. The team has initiated plans that are mindful of student home access to reliable internet and computers.

1. The Wyandanch Union Free School District recently gathered data and asked teachers and families to identify their level of access to devices and high-speed broadband from their residence. The district will continue to assess the ongoing needs of our families for technology and connectivity (survey, interviews, school outreach, etc.) In the event, students and/or teachers do not have access, the district will take the necessary steps to meet their needs where plausible.
2. Conduct and/or maintain an inventory of equipment and other assets.
 - a. Identify which students, families, and staff have district assets in their possession.
3. Procure, manage and/or maintain hardware, software, licenses, learning management systems, etc. to support and improve virtual instruction and student engagement.
4. Identify professional learning needs for teachers and continue to support their development of skills and pedagogy in a virtual learning environment.
5. Assess and address infrastructure needs to support the additional technology and connectivity needed for hybrid and remote teaching and learning.
6. If possible, purchase additional Chromebooks and cameras
7. Encourage the use of our “Helpdesk” system for parents/students/teachers to report technical issues that might be experienced during remote learning. Communicate protocols to these stakeholders to inform them in advance of how to gain assistance in such cases. Emails can be sent to helpdesk@wufsd.net

Wyandanch Union Free School District will provide all students with access to learning materials and resources in multiple formats, wherever possible. Further, the district will support teachers through professional development and coaching on pedagogical methods that enable students to participate in multiple ways, so that they can demonstrate mastery of Learning Standards in remote or blended models through the use of both synchronous (i.e. Google Meet or other web conferencing tool) and asynchronous technologies (i.e. Google Classroom lesson recording). In the event students do not have sufficient access to devices and/or high-speed internet, the district will provide the students with alternate methods to access materials and instruction, i.e. pick up materials at school, drop off materials to students’ homes, etc. The district will also schedule opportunities to connect with families to educate them on how to use the technologies and connect to the instructional activities.

Concerns or questions can be sent to Christine Jordan, (631) 870-0415 or cjordan@wufsd.net

Teaching & Learning



In an effort to assure high-quality teaching and learning a continuity of learning plan has been developed for the 2020-21 school year. This plan considers and plans for teaching and learning in-person, remotely, and through hybrid models of instruction. Our plan assures that Instruction is aligned with the New York State Learning Standards and assures equity as well as quality for all learners.

Equity is at the heart of all school instructional decisions. All instruction in our district will be designed so that whether it is delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear, comprehensive, and accessible learning opportunities for all students. Such opportunities will be aligned with state standards. Our teaching and instructional plan outlines routine, scheduled times for students to interact and seek feedback and support from their teachers. Our plan is centered on Instruction and academic programming that includes regular and substantive interaction with an appropriately certified teacher regardless of the delivery method (e.g., in person, remote or hybrid). Our teaching and learning plan includes a clear communication plan for how students and their families/caregivers can contact the school and teachers with questions about their instruction and/or technology. This information will be accessible to all, available in multiple languages, 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) in an effort to assure learning for all.

The school calendar typically includes one or more staff-only days before students arrive at school. Acknowledging the challenges that our teachers and staff have faced this spring delivering remote instruction under stressful circumstances, the district will focus these in-service days on providing support to staff in the areas of social-emotional health, technology integration and standards-based instruction.

As we enter the new school year, teachers will be encouraged to spend time building relationships, supporting students with the transition back to school, and teaching social distancing etiquette at developmentally appropriate levels. When a remote or hybrid learning model is necessary, certain groups of students will be prioritized for in-person learning to the greatest extent possible. This includes, but is not limited to, special education students and English Language Learners.

Assessing student learning gaps or areas of need will be critical. Formative assessment before a unit of instruction to assess student understanding of pre-requisite skills will be common practice.

Acknowledging that the typical content in a given grade level or course may need to be adjusted, content will be prioritized to ensure that students receive instruction for the prioritized learning standards, key understandings, and skills necessary for students' success in future study.

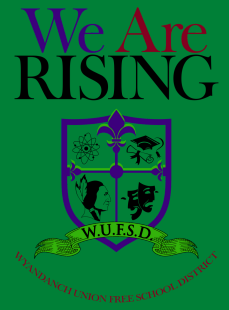
Grading practices will follow a standards-based framework designed to provide direct feedback regarding students' mastery of course content.

Models of instruction and the feasibility of the PreKindergarten program are still being explored. Additional information will be forthcoming.

For information relating to teaching and learning in BOCES special education and Career and Technical Education programs, please see the BOCES website www.WSBOCES.org

Any additional questions regarding the plans for teaching and learning should be directed to the building principal

Teaching & Learning



In-person instruction

Upon reopening, the number of students in each of our classrooms will be reduced to adhere to CDC guidance regarding proper social distancing. Class size will reflect the need to ensure that students' desks/seats are positioned no less than six feet apart.

Accommodating a six-foot radius around students will necessitate the identification of additional rooms and common-area spaces that can be converted into classrooms. Current staffing levels may be insufficient to accommodate the expanded number of classrooms needed to ensure social distancing. As a result, the district will be utilizing a hybrid model for most students in the district.

All instruction, regardless of model, will continue to be aligned to the New York State Learning Standards.

Our schools will minimize the movement of students. This potentially means having students eat breakfast in their classroom instead of the cafeteria. Lunch will be served as Grab and Go during dismissal.

Large assemblies, field trips and other large-group activities will not be scheduled at this time and perhaps not for the entire school year. Special-area subjects (e.g., art, music, physical education) may be pushed into the classroom. Whenever possible students will utilize outside space for physical education instruction. We will adhere to 12 feet between students when engaging in physical or high exhalation activity. Remote special area instruction that meets standards will be provided and supervised by certified music, art and physical education teachers.

To the extent possible, students will remain in small cohorts if/when leaving the classroom, such as for recess or any necessary transition, so as to reduce their exposure to additional students. For information on school level schedules, review the Ready Reset Restart building level plans posted on our website. Student specific schedules will be shared with families.

Teaching & Learning



Remote/Hybrid Instruction

Given the possibility that communities may experience spikes in COVID-19 cases at any point during the school year, which may prompt short or long-term school closures, our district has developed a hybrid/blended learning model and schedule that can continue as is in a fully remote environment. Instruction will not only focus on “core” subject areas but will also include elective courses. Consideration has been given to prioritizing hands-on and lab-based activities while students are onsite in school buildings.

All instruction will continue to be aligned to the New York State Learning Standards.

As noted previously, student schedules will remain the same whether instruction is in person or remote so that students do not encounter conflicts wherein synchronous lessons for different subjects are offered simultaneously.

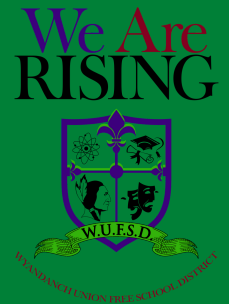
Remote learning opportunities for elementary and secondary students will include a greater emphasis on synchronous instruction, with teachers finding ways to provide live instruction and lessons to students. While recording of live lessons is still essential for students unable to attend at a scheduled time, teachers will ensure that their students are directly engaged with them and their class peers in experiential learning on a regular basis.

To ensure high-quality remote learning experiences, we will standardize the use of a single online learning platform, to the extent possible, and develop a common, coordinated set of guidelines for teachers to follow when using the platform with students.

In an in-person, hybrid model, or completely remote setting, students will have a specific schedule that allows for consistency for families and teaching and learning to continue in accordance to the New York State standard and district Social Emotional Learning priorities.

Grading practices will follow a standards-based framework designed to provide direct feedback regarding students' mastery of course content. Specific district grading information will be provided by our Assistant to the Superintendent Christine Jordan.

CTE Program & Twilight Academy



Career and Technical Education (CTE)

While planning for CTE instruction, whether in-person, remote or hybrid models, Wyandanch Union Free School District has collaborated with Western Suffolk BOCES to ensure high school instructional plans are aligned. Western Suffolk BOCES has developed models that ensure NYS Learning Standards, applicable industry certification requirements, clinical and work based learning hours have been met. In addition, their plans follow all NYS/DOH health and safety guidelines and social distancing.

High School Twilight Academy

This program is still under consideration for inclusion into the 2020-21 school year. If the decision is made to offer this program, it will operate as a fully virtual program. Additional information will be forthcoming.

Athletics & Extra-Curricular Activities



Interscholastic Athletics

As a result of the COVID19 pandemic, districts have delayed the Fall sports start date until Monday, September 21. With NYS approval for the opening of schools in September and with appropriate social distancing, PPE usage, and cleaning and disinfection of equipment, the following will be implemented:

- Cancel NYS Fall Regional and State Championship events
- Waive seven-day practice rule to enable greater opportunities for local participation
- Maintain current practice requirements
- Encourage geographic scheduling for games & contests
- Schools would have the option, if permitted by state officials, to offer off-season conditioning workouts.

If the Fall sports season is interrupted or impacted by COVID-19 crisis (i.e. state official guidance, school closings, cancelation of high-risk sports, etc.) then a condensed seasons plan will be implemented. This plan takes into consideration the competitive and interactive aspects of each sport and would include the following, with the stipulated dates being tentative.

Season I (Winter Sports)

- Dates: Jan. 4-Mar. 13 (Week 27-36) 10 Weeks
- Note: tentative dates Sports: basketball (girls & boys), bowling (girls & boys), gymnastics, ice hockey (girls & boys), indoor track & field (girls & boys), skiing (girls & boys), swimming (boys), *wrestling, *competitive cheer. * Because of the high risk nature of wrestling and competitive cheer, sports may have to be moved to Season II or season III.

Season II (Fall Sports)

- Dates: Mar. 1-May 8 (Week 35-44) 10 Weeks
- Note: tentative dates Sports: football, cross country (girls & boys), field hockey, soccer (girls & boys), swimming (girls), volleyball (girls & boys), Unified bowling. Note: Weather will have an impact upon outdoor sports in some parts of the state in March and potentially early April. Girls Tennis moved to Season III.

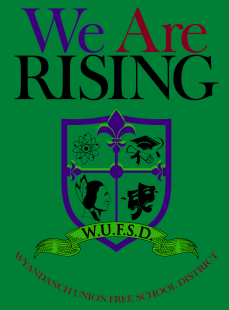
Season III (Spring Sports)

- Dates: Apr. 5-Jun. 12 (Week 40-49) 10 Weeks
- Note: tentative dates Sports: baseball, softball, golf (girls & boys), lacrosse (girls & boys), tennis (girls & boys), outdoor track & field (girls & boys), Unified basketball.

Extracurricular After School Programs

During the fall, select clubs and extra-curricular activities may be permitted to be offered virtually.

Special Education



Wyandanch Union Free School District's reopening plan provides a framework to ensure that all students with disabilities continue to have available to them a free appropriate public education (FAPE) that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living in the least restrictive environment (LRE). In consideration of the health, safety, and well-being of students, families, and staff, our plan is designed to enable transitioning between in-person, remote, and hybrid learning environments to ensure the provision of FAPE consistent with the changing health and safety conditions that exist.

Special education programs and services of the Wyandanch Union Free School District provide equity and access for students with disabilities to be involved in and to participate and progress in the general education curriculum with access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students. While not all formats allow for maximum benefit to students, these programs and services can be provided in all formats (live-person, hybrid, or remote).

The Wyandanch Union Free School District will document the programs and services offered and provided to students with disabilities as well as to the communications with parents in their preferred language and mode of communication (eg. Related Services Log). The district will 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. It is essential that families communicate special needs with our Director of Special Education Carl Baldini.

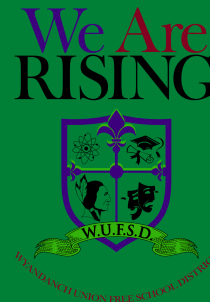
The Wyandanch Union Free School District is committed to providing meaningful parent engagement in the parent's preferred language or mode of communication regarding the provision of services to his/her child to meet the requirements of the IDEA. Further, we will maintain regular communication with the parents/guardians and other family members of to ensure that they are engaged in their children's education during the reopening process

The Wyandanch Union Free School District will plan and support 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.

Mr. Baldini and/or our psychologists will schedule CSE meetings with families and school officials to review student needs and educational plans as needed. These meetings will be encouraged to occur virtually to allow for appropriate social distancing.

For information regarding the provision of services to a child to meet the requirements of the IDEA, please contact our Director of Special Education, Carl Baldini at (631) 870-0500 or cbaldini@wufsd.net. The district is prioritizing the daily in-person attendance of our elementary, self-contained students.

Bilingual Education & World Languages



Wyandanch Union Free School District provides world language instruction in Spanish and English as a New Language (ENL) instruction for ELLs/MLLs K-12. We utilize Blackboard Connect, Language Line, and district translators to assist us in translations.

Support of English language learners (ELLs) will be comprehensive, high-quality, and culturally responsive. If we reopen using in-person or hybrid instruction we will 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 will resume for all students within the required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.

Wyandanch Union Free School District is committed to comprehensive, high-quality, and culturally responsive instruction for ENL students, we will provide the required instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction. Further, we will 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 which includes telephone contact, text messages, social media, emails and regular mail in their preferred language. We will provide all communications for parents/guardians of ELLs in their preferred language and mode of communication. We utilize Language Line translation service and district translators to assist with translation services. This service can translate live conversations as well as documents.

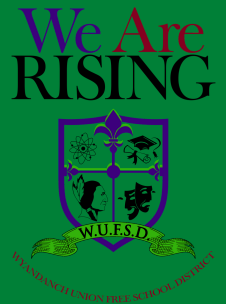
Wyandanch Union Free School District will provide professional learning opportunities for our district that support best practices and equitable instruction for ELLs as well as general education students to help address learning gaps caused by the COVID-19 school closures.

In order to assure that students have opportunities to study world languages we are prepared to teach Spanish in the live in-person, hybrid, or remote format upon reopening. With the support of WSBOCES, we will provide professional learning opportunities to our district and the region that supports best practices in all three formats of instruction and cover equitable instruction for our ELLs, SWDs, and general education students who are studying world languages such as Spanish to help address learning gaps caused by the COVID-19 school closures.

Through using our district and BOCES resources, we are well prepared to reopen our schools and serve ELLs, MLLs, and students learning world languages as they expand their skills, knowledge, and facilities with languages.

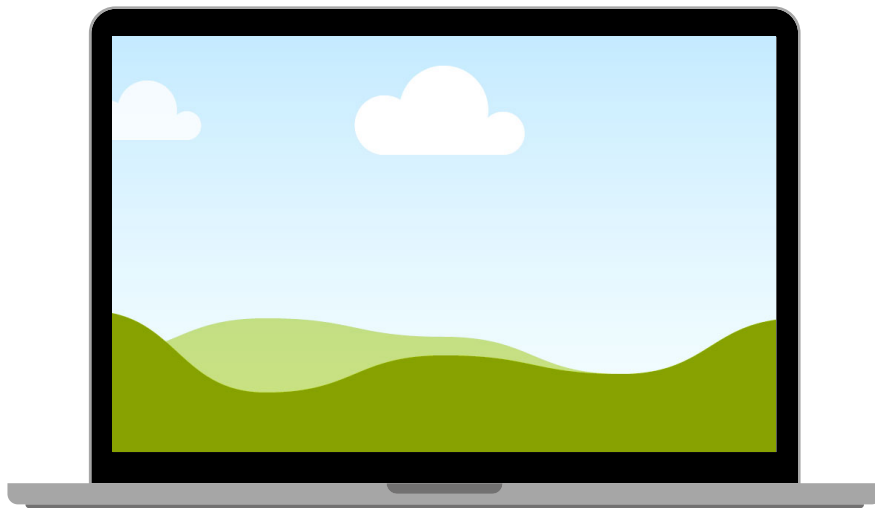
Concerns or questions can be sent to Christine Jordan at (631) 870-0415 or cjordan@wufsd.net

Field Trips & Large Assemblies

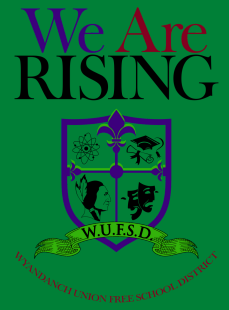


Virtual field trips will be encouraged. Off school group trips will be phased in throughout the school year in concert with county and state health and safety requirements.

We are exploring the use of outdoor space for large assemblies such as parent or student orientations.



Staffing



Teacher and Principal Evaluation System

All teachers and principals will continue to be evaluated pursuant to the district's approved APPR plan. Wyandanch Union Free School District will consider whether their currently approved APPR plans may need to be revised in order to be consistent with their plans for re-opening under an in-person, remote or hybrid instructional model. School leaders will continue to attend annually required Lead Evaluator training. This training will occur virtually.

Certification, Incidental Teaching and Substitute Teaching

All teachers will hold valid and appropriate certificates for teaching assignment, except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or education law.

Student Teachers

Student teachers from NYSED registered college or university programs can serve under the supervision of fully certified teachers in the Wyandanch Union Free School District. Student teachers will follow all of the social distancing, mask wearing, health status reporting, and other COVID-19 procedures that the teachers follow. Student teachers will serve under the supervision of our full time certified teachers only. At no time will a student teacher be used as a teacher of record.

Security Guards

Security guard posts will be changed based on building and/or district needs.

Employees with Health Concerns

Employees with health concerns are encouraged to schedule a meeting with Kester Hodge, Assistant Superintendent for Human Resources.

Key Resources



- [State Education Department Issues Guidance to Reopen New York State Schools \(July 16, 2020\).](#)
- [State Education Department Presents Framework of Guidance to Reopen New York State Schools \(July 13, 2020\).](#)
- [Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools During the COVID-19 Public Health Emergency, NYS Department of Health \(July 13, 2020\).](#)

Additional References

- [Interim Guidance for Sports and Recreation During the COVID-19 Public Health Emergency \(June 26, 2020\).](#)
- [Interim Guidance for Food Services during the COVID-19 Public Health Emergency. \(June 26, 2020\).](#)
- [Interim Guidance for Office-Based Work during the COVID-19 Public Health Emergency. \(June 26, 2020\).](#)
- [Interim Guidance for Public Transportation Activities during the COVID-19 Public Health Emergency. \(June 26, 2020\).](#)
- [New York State Department of Health Novel Coronavirus \(COVID-19\).](#)
- [New York State Education Department Coronavirus \(COVID-19\).](#)
- [Centers for Disease Control and Prevention Coronavirus \(COVID-19\).](#)
- [Occupational Safety and Health Administration COVID-19 Website](#)

Our School District is required to:

- Post finalized reopening plans on the district's website
- Complete a survey on the NYSED portal providing NYSED with:
 - A link to the public website where each school plan has been publicly posted
 - A set of mandatory assurances that the reopening plan includes all of the mandatory elements outlined in the NYSED guidance
- NOTE: Information submitted through the Portal will not include detailed narratives or descriptions of specific actions to be taken by a school or district as part of their reopening Plan; those details must be articulated in the materials that are publicly posted on the school/district website.
- Complete a short complete a short companion [Department of Health survey](#) that includes a link to the publicly posted plan on the district/school website.