



2020-21 School Re-Opening Plan

Tioga Central School District

July 31, 2020

Our first priority at Tioga CSD is always the health of our students, staff, and community! This plan has been developed based on state and local guidance to help us maintain a safe school environment while also doing the necessary preparation for the anticipated re-opening of school this fall. This plan contains many important details about how school may look and operate should we be allowed to have students back in classrooms. **PLEASE NOTE: These details are subject to change as guidance from New York State continues to change. These changes may occur right up to and even after the reopening of school.**

Remember... the most important thing our community can do to support the schools is take precautions and stop the spread so our children can learn in a safe environment. Thank you for your support!

-David Hamilton, Superintendent

Contents

Communication/Family and Community Engagement - Mandatory Assurances.....	2
Health and Safety - Mandatory Assurances.....	3
Facilities- Mandatory Assurances.....	11
Child Nutrition - Mandatory Assurances	11
Transportation- Mandatory Assurances	12
Social Emotional Well-Being- Mandatory Assurances	14
School Schedules- Mandatory Assurances.....	14
Attendance and Chronic Absenteeism- Mandatory Assurances	15
Technology and Connectivity- Mandatory Assurances.....	15
Teaching and Learning- Mandatory Assurances.....	16
Special Education- Mandatory Assurances	17
Bilingual Education and World Languages- Mandatory Assurances.....	18
Teacher and Principal Evaluation System- Mandatory Assurances.....	19
Certification, Incidental Teaching, and Substitute Teaching- Mandatory Assurances..	19



Communication/Family and Community Engagement - Mandatory Assurances

1. The district is engaging a broad group of stakeholders and leaders to develop and implement various plans for reopening. These plans will continue to be revised and improved as new information and solutions become available. The core planning group is our district leadership team of building and district administration; transportation, maintenance, business, and food service departmental managers in consultation with the board of education. Team members engage with their staff as part of the information and problem-solving flow to and from the core planning team. Presentations, FAQ documents, and other information is shared with parents/guardians, students, and the community through surveys, public presentations at board meetings, and information posted to a dedicated COVID-19 webpage on the district's site. We are also in constant communication with the Tioga and Broome county departments of health through formal zoom meetings and individual phone calls.
2. The district is engaging with stakeholders and community members using a variety of media and methods. The district has a dedicated web page for COVID-19 resources and information built during the initial district shut down in the spring. Presentations, questionnaires, FAQ documents, and the district's current reopening plan are all posted to that web page and updated continuously. Direct mailing is utilized to send critical documents such as screening protocols, transportation details, and safety information directly to households. Schools contact families by phone and through our school messenger application to provide further details and important updates. We are providing public Zoom presentations at Board Meetings on COVID plans and collecting questions and responses from parents/guardians and community members via email.
3. On the first day of school all students will receive direct instruction, demonstration, and practice from their classroom teachers on mandated health and safety protocols including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene.
4. The district is posting CDC age appropriate signage throughout the facility to remind staff and students of hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene. Visitors will also be prompted on these health practices when entering the facility through signage, written directions, and verbal prompts.
5. The district makes all necessary accommodations to provide information to parents/guardians in their home language. Written documents are accessible to those with visual and/or hearing impairments.



2020-21 School Re-Opening Plan Tioga Central School District

Health and Safety - Mandatory Assurances

1. The District's reopening plan is based on a thorough review and consideration of the number of students and staff allowed to return in person. The District can accommodate all students for in-person instruction by using a combination of altered schedules, social distance, mask wearing and barriers. This is feasible in part because of a) the District's relatively low class size, b) the availability of larger spaces that can be utilized for instruction, c) regional availability of PPE and face coverings, and d) hospital capacity as identified on the regional dashboard. Our plan requires mask wearing on buses and also reduces the number of students on each bus of up to 50% by using doubled bus routes offset by approximately 60 minutes.
2. The district is engaging with stakeholders and community members using a variety of media and methods. The district has a dedicated web page for COVID-19 resources and information built during the initial district shut down in the spring. Presentations, questionnaires, FAQ documents, and the district's current reopening plan are all posted to that web page and updated continuously. Direct mailing is utilized to send critical documents such as screening protocols, transportation details, and safety information directly to households. Schools contact families by phone and through our school messenger application to provide further details and important updates. We are providing public Zoom presentations at Board Meetings on COVID plans and collecting questions and responses from parents/guardians and community members via email.
3. The district is posting CDC age appropriate signage throughout the facility to remind staff and students of hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene. Visitors will also be prompted on these health practices when entering the facility through signage, written directions, and verbal prompts.
4. The District's protocol to instruct staff to observe for signs of illness in students and staff and to require symptomatic persons to be sent to the school nurse or other designated personnel is as follows:

Prior to the start of school all staff will be trained on observing for signs of illness in students and staff. The Centers for Disease Control and Prevention (CDC) keep an up to date list of symptoms of Coronavirus on its website. This list is not all inclusive as some individuals may display other symptoms or none at all. As of 7/13/2020, the following are listed as the most common symptoms of COVID-19:

- Fever or chills (100°F or greater);
- Cough;
- Shortness of breath or difficulty breathing;
- Fatigue;
- Muscle or body aches;



2020-21 School Re-Opening Plan Tioga Central School District

- Headache;
- New loss of taste or smell;
- Sore throat;
- Congestion or runny nose;
- Nausea or vomiting; and/or
- Diarrhea.

It is strongly recommended that all staff are educated to observe students or other staff members for signs of any type of illness such as:

- Flushed cheeks;
- Rapid or difficulty breathing (without recent physical activity);
- Fatigue, and/or irritability; and
- Frequent use of the bathroom.

Students and staff exhibiting these signs with no other explanation for them should be sent to the school health office for an assessment by the school nurse. If a school nurse is not available, the school should contact the parent/guardian to come pick up their ill child or send the staff member home.

5. The District’s protocol for health screenings requires all students and staff to conduct an at home temperature and symptom check prior to boarding a bus and/or entering a school building.

Student Screening Protocol. Parents/guardians must take their child’s temperature daily and must fill out a screening survey questionnaire or “ticket” (see below) for each child every school day regarding their temperature and symptoms. The district will mail a tear-off pad of these screening tickets to families prior to the start of school and will also make them available for download at school and on the website

<https://www.tiogacentral.org/CoronavirusEmergencyInformation.aspx>



COVID-19 Student Screening Ticket

Child’s Name _____ Today’s Date _____

Please read these 5 questions carefully and provide an answer below:

- ***Has your child knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19?***



2020-21 School Re-Opening Plan Tioga Central School District

- *Has your child tested positive through a diagnostic test for COVID-19 in the past 14 days?*
- *Has your child experienced any symptoms of COVID-19, including being extremely tired, dry cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting, or diarrhea?*
- *Has your child experienced a temperature of greater than 100.0°F in the past 14 days?*
- *Has your child traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days?*

___ NO to all five questions above ___ YES to one or more questions above

I understand that if the answer is YES to any of the questions above, I am REQUIRED by state executive order to keep my child home from school and contact our health care provider immediately.

Parent/Guardian's

Name _____ Signature _____

Students must have that screening ticket certifying they have no symptoms to be allowed on the bus or in the school. Students must give the Screening Ticket to a designated staff member (e.g. driver or monitor) and must have answered NO to all questions to board a bus or entering the school. Students who do not have a screening ticket may have a temperature and symptom check conducted by a designated staff member prior to entering the building if they do not have a ticket. However, the school will be in contact with families who are not following the direction to conduct self-screenings at home and reserves the right to withhold access to transportation and school buildings if the district deems necessary.

Staff screening protocol. Prior to the start of school, staff members will be given training on how to conduct a self-screening including symptom and temperature checks and will sign that they understand it is their responsibility to self-screen prior to entering a school facility. All staff must self-screen at home and sign a daily sheet in their school offices to acknowledge they have self-screened and answered NO to all screening questions. Staff who answer YES to one or more of the questions on the self-screen are directed to stay home, contact their supervisor immediately, and seek medical attention including but not limited to a COVID-19 diagnostic test.



COVID-19 Staff Daily Screening Affidavit

DATE _____ BUILDING/DEPARTMENT _____



2020-21 School Re-Opening Plan Tioga Central School District

- *Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19?*
- *Have you tested positive through a diagnostic test for COVID-19 in the past 14 days?*
- *Have you experienced any symptoms of COVID-19, including being extremely tired, dry cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting, or diarrhea?*
- *Have you experienced a temperature of greater than 100.0°F in the past 14 days?*
- *Have you traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days?*

By signing below, I acknowledge that I have self-screened prior to coming to work and answered NO to all of the questions above and have not misrepresented my health in any way to the Tioga Central School District. I further understand that if the answer is YES to any of the questions above, I am NOT ALLOWED on school grounds and need to contact my health care provider immediately.

PRINT NAME	SIGNATURE

6. Students and staff exhibiting signs of COVID-19 infection as identified by the CDC with no other explanation for them will be sent to the school health office for an assessment by the school nurse. If a school nurse is not available, the school should contact the parent/guardian to come pick up their ill child or send the staff member home. Parents/guardians and staff are directed to seek immediate attention from a healthcare provider.
7. The District’s protocol requires students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire who are on campus be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home. Each of the nurse’s offices as an interior room with a door that can be closed which is designated as the isolation area for that school. The nurse or other staff member if no nurse is available will supervise students in the isolation area prior to being picked up or sent home.
8. The District plan for visitors will reduce the number of visitors, screen them prior to entering school facilities, and limit their access to only those spaces deemed necessary. The term visitors in this plan refers to all non-staff persons such as substitutes, vendors, guests, contractors, and parents and guardians. Communications from staff to outside vendors, guests, contractors, and visitors of all types including parents and guardians will reinforce this plan. The key components are:
 - a) Visitors are kept to an absolute minimum.
 - b) Visitors are required to remain in the office or conference room areas unless a school administrator or manager grants access to other spaces in the facility.



2020-21 School Re-Opening Plan Tioga Central School District

- c) Parent conferences and meetings are conducted by phone or zoom as much as possible
- d) There is no access to classrooms for anyone other than staff
- e) No outside groups are allowed on campus – no use of building or fields
- f) All visitors are asked the screening questions by a staff member using our videophone system in the school entrances prior to being allowed in the facility. All visitors are also required to complete a visitor affidavit (below) with their name and contact information that requires they affirm in writing that they answered No to the screening questions.



COVID-19 Visitor Screening Affidavit

Please read these 5 questions carefully and provide an answer below:

- *Have you knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19?*
- *Have you tested positive through a diagnostic test for COVID-19 in the past 14 days?*
- *Have you experienced any symptoms of COVID-19, including being extremely tired, dry cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting, or diarrhea?*
- *Have you experienced a temperature of greater than 100.0°F in the past 14 days?*
- *Have you traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days?*

___ NO to all five questions above ___ YES to one or more questions above

By signing below, I acknowledge that I have answered NO to all of the questions above and have not misrepresented by health in any way to the Tioga Central School District representative who asked these questions. I further understand that if the answer is YES to any of the questions above, I am NOT ALLOWED on school grounds and should contact my health care provider immediately.

Name _____ Phone# _____

Signature _____ Today's Date _____

Each office will keep the visitor affidavits by date in the event they are needed by local health authorities. Regular communications from the district including direct communications from staff, written procedures, and signage will reinforce the plan components.



2020-21 School Re-Opening Plan Tioga Central School District

9. The District protocol requires that parents/guardians are provided written instructions on how to observe for signs of illness in their child that require staying home from school. The information provided to parents/guardians will include the following:

The Centers for Disease Control and Prevention (CDC) keep an up to date list of symptoms of Coronavirus on its website. This list is not all inclusive as some individuals may display other symptoms or none at all. As of 7/13/2020, the following are listed as the most common symptoms of COVID-19:

- Fever or chills (100°F or greater);
- Cough;
- Shortness of breath or difficulty breathing;
- Fatigue;
- Muscle or body aches;
- Headache;
- New loss of taste or smell;
- Sore throat;
- Congestion or runny nose;
- Nausea or vomiting; and/or
- Diarrhea.

Students exhibiting these signs with no other explanation for them should be kept home, parents/guardians should contact the school, and immediately seek medical assistance.

Written instructions on how to monitor for signs of Coronavirus and the requirement that symptomatic students be kept home will be mailed to parents/guardians, sent home with students at the end of the day, and provided online. Parents/guardians will receive periodic reminders of these instructions and the requirement that they be followed daily.

10. The District protocol for hand and respiratory hygiene requires that all staff and students receive direct instruction, demonstration, and practice on hand and respiratory hygiene. Staff training prior to the start of school includes both personal hygiene practices and age appropriate instruction of hygiene practices for their students. Age appropriate signage is posted prominently as a reminder of proper hand and respiratory hygiene for staff and students.
11. The District protocol social distancing requires that all staff and students receive direct instruction, demonstration, and practice on maintaining a social distance of at least 6 feet whenever possible. Staff training prior to the start of school includes both personal social distancing practices and age appropriate instruction on social distancing for their students. Age



2020-21 School Re-Opening Plan Tioga Central School District

- appropriate signage and floor markings are placed prominently as a reminder to staff and students to maintain a social distance of at least 6 feet whenever possible.
12. The District's protocol to provide accommodations to all students and staff who are at high risk or live with a person at high risk will depend on the nature of the medical risk. Examples of accommodations may include wearing increased PPE, being scheduled and/or seated in a way to increase social distancing, and having a schedule that reduces their time on campus. The process for determining the need and developing a plan to provide accommodations is as follows:
 - a) The staff member or parent/guardian will notify their Principal or direct supervisor in writing that they are requesting an accommodation.
 - b) The staff member or parent/guardian must provide their Principal or direct supervisor written information from their physician indicating whatever general health risk information can be provided and any medically indicated interventions that the physician believes may reduce risk. Risk factors should be assessed using the latest available guidance documents from the CDC and state/local Departments of Health.
 - c) The Principal or Direct Supervisor will hold a meeting with the person(s) requesting the accommodation which will include at a minimum a district nurse or district doctor to discuss the medical risk and develop a tentative plan to provide those interventions. The Director of Pupil Services or a designee must also be present for this meeting if it involves a student with a disability.
 - d) A written draft of the tentative accommodation(s) must be submitted to the Superintendent for final approval prior to implementation.
 13. The District requires all employees, adult visitors, and students to wear a cloth face covering whenever social distancing cannot be maintained. This will be reinforced through in-person instruction, prominent age appropriate signage, and monitoring by all staff members.
 14. The District ensures adequate supplies of PPE for use by school health professionals as well as cloth face coverings for school staff and students who forget their masks through direct purchase by the district from vendors and through supplies provided by state and county health departments. The District will communicate frequently with staff and parents/guardians that it would be best for them to provide their own washable cloth masks and providing links for how to obtain those.
 15. The District protocol for actions to be taken if there is a confirmed case of COVID-19 in the school is as follows:
 - a) Isolate the student or adult in the designated room within the Nurse's office and keep them under observation remotely (via camera or through a window) until they can be sent home.
 - b) Have all other students or adults in that classroom and/or work space isolate in place until they can be sent home. Students being isolated in their classroom without a staff member should



2020-21 School Re-Opening Plan Tioga Central School District

- be supervised by a staff member from behind a barrier (e.g. through a windowed door) while socially distanced and wearing PPE (mask, face shield, gloves)
- c) Contact the Tioga County Health Department and coordinate our response
 - d) Give all of the students and adults in that classroom or work space written notification of the requirement that they must remain home, consult with a medical professional, cooperate with all County Health Department directives, and follow the District's re-entry protocol prior to getting permission to come back on campus.
 - e) The District Superintendent will consult with the DOH as to whether a classroom, work area, school or entire district needs to be closed for cleaning and disinfection. The designated space will be immediately closed and will remain closed until the space has been cleaned and disinfected as per the CDC and DOH protocols. The District will follow CDC guidelines "Cleaning and disinfecting your building or facility if someone is sick"
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
16. The District protocol for reopening plan after a medical closure of a classroom, school, or district is based on DOH and CDC guidance. A medical closure is considered any time of students and staff return to school following a positive screen for COVID-19 symptoms, illness or diagnosis of confirmed case of COVID-19 or following quarantine due to contact with a confirmed case of COVID-19. This return to learning protocol includes at minimum documentation provided to the District including results of a health care provider evaluation, proof of negative COVID-19 testing, and symptom resolution (or if COVID-19 positive, release from isolation).
 17. The District has a standard schedule of cleaning and disinfecting following CDC guidelines. Specifically: All spaces are cleaned and sanitized each evening; A deep clean of the entire campus is conducted Wednesdays during regular hours or at any time deemed necessary; Buses are cleaned and sanitized after a.m. and again after p.m. runs; Shared bathrooms, offices, and other high-traffic areas are cleaned during the day on a schedule established by the custodian.
 18. The District protocol to conduct required school safety drills includes modifications ensuring social distancing between persons or mask wearing, hand hygiene, and respiratory hygiene. Staff members responsible for conducting and supervising school safety drills receive specific written guidance on how to instruct and conduct these mandatory drills with these health and safety modifications. The students will be required to wear their masks and exit the buildings in a safe and orderly manner. During lockdown drills, students will need their masks on and go to a location in the room where a person standing outside their door cannot see them if they are looking in.
 19. The District does not have district-run before or aftercare programs.
 20. The District safety coordinator will be the Superintendent of Schools. The Superintendent's responsibility includes monitoring for continuous compliance with all aspects of the school's reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or "new normal" levels.



2020-21 School Re-Opening Plan Tioga Central School District

Facilities- Mandatory Assurances

1. The District continues to comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code and submit all changes to OFP.
2. The District continues to ensure compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable.
3. The District continues to provide provisions to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.
4. The District continues to ensure all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any locations is in accordance with FCNYS 2020 Section 5705.5.
5. The District's will not use dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation and will not need to submit of detailed floor plans to OFP for review.
6. The District will not engage in new building construction and temporary quarter project and will not need to submit to OFP for a full code review.
7. The District will not include new facilities for leasing and will not need to provide a plan to consult with OFP for a preliminary evaluation
8. The District will not make use of temporary or permanent Tents and will not need to provide plans adhering to the BCNYS.
9. The District will not be altering the number of toilet and sink fixtures and therefore will continue to meet the minimum standards of the BCNYS.
10. The District continues to ensure that each building provides one drinking fountain per one hundred occupants.
11. The District will continue to maintain adequate, code required ventilation (natural or mechanical) as designed.
12. The District will not be submitting projects dedicated to "COVID-19 Reopening".
13. The District plan may require the use of plastic separators in compliance with the 2020 BCNYS Section 2606.

Child Nutrition - Mandatory Assurances

1. The District provides all students enrolled in the SFA with access to school meals each school day. This includes students in attendance at school and students learning remotely. Breakfast and lunch are available daily to students who are in attendance. Parents/guardians are able to pick up meals for students who are learning remotely from the campus. The district will also deliver meals in situations where parents/guardians of eligible students learning remotely are



2020-21 School Re-Opening Plan Tioga Central School District

- unable to pickup meals. Meal pickup/delivery is on a pre-defined schedule and may include multiple days of breakfasts and lunches to reduce travel.
2. The District continues to follow all applicable health and safety guidelines. Specific changes to comply with COVID-19 guidance include having all Meals prepackaged and pre-plated rather than a buffet-style serving line; providing students with a grab and go breakfast option to pick up on their way to the classroom to reduce congestion in the serving area; requiring students to wear masks while in the meal line.
 3. The District has measures to protect students with food allergies when providing meals in spaces outside the cafeteria including the option of keeping the student physically distant from other students, cleaning surfaces before meals, and/or providing an alternative location for meals.
 4. The District protocol requires students to perform hand hygiene (hand washing as per DOH guidance or use of approved hand sanitizer) before and after eating. Staff will teach this procedure, monitor compliance, and provide reminders to students. Sharing of food and beverages is discouraged.
 5. The District protocol requires cleaning and disinfection of shared surfaces (i.e. lunch tables, seats, and trays) prior to the next group of students arriving for meals when served in the same common area.
 6. The District is in compliance with Child Nutrition Program requirements
 7. The District will provide communication of the Child Nutrition Program with families through multiple means in the languages spoken by families.
 8. The District requires that students must social distance (six feet separation) while consuming meals in school unless a physical barrier is provided. Masks must be worn while students are walking to or from in the meal line for lunch (all grades) and breakfast (HS only). A combination of classroom and cafeteria space is used as needed to accommodate proper social distancing while students are eating. Barriers are used in any situation where students cannot maintain proper social distancing.

Transportation- Mandatory Assurances

1. The District requires that all buses (conforming and non-conforming to Federal Motor Carrier Safety Standards, as well as type A, C or D) which are used every day by districts and contract carriers are cleaned/disinfected once a day.
2. The District requires that high contact spots will be wiped down after each a.m. and p.m. run following the disinfection/cleaning schedule.
3. The District requires that school buses are not equipped with hand sanitizer due to its combustible composition and potential liability to the carrier or district.



2020-21 School Re-Opening Plan Tioga Central School District

4. The District requires that school bus drivers and monitors not carry personal bottles of hand sanitizer with them on school buses.
5. The District requires that school bus drivers, monitors, and mechanics wear a face covering. Drivers, monitors, and mechanics may be required to wear a face shield in certain situations to provide increased safety for staff and students.
6. The District requires that transportation staff (drivers, monitors, mechanics and cleaners) are trained prior to the start of service / start of the school year and then provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19.
7. The District requires that transportation staff (drivers, monitors, mechanics and cleaners) be trained prior to the start of service / start of school and then provided periodic refreshers on the proper use of social distancing.
8. The District will provide Personal Protective Equipment such as masks and gloves for drivers and monitors in buses.
9. The District provides hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages.
10. The District requires drivers and monitors who must have direct physical contact with one or more students must wear gloves.
11. The District requires that school bus drivers, monitors and mechanics perform a self-health assessment for symptoms of COVID 19 before arriving to work and sign-in to confirm in writing that they are negative on all screening items.
12. The District requires that students wear a mask on a school bus if they are physically able. The ability to wear a mask will be a determination of the District based on physician's recommendations and/or a CSE process.
13. The District requires that students who do not have a mask will NOT be denied transportation (see #14 and #15) but will be provided one prior to entering the bus.
14. The District requires that students who do not have masks be provided one by the driver or monitor prior to entering the bus.
15. The District requires that students with a disability which would prevent them from wearing a mask will not be forced to do so nor will they be denied transportation.
16. The District requires students be trained at the beginning of the school year and then provided periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID-19.
17. The District requires that students be trained at the beginning of the school year and then provided periodic reminders on the proper use of social distancing.
18. The District requires that if the school district is in session remotely or otherwise, pupil transportation must be provided to nonpublic, parochial, private, charter schools or students



2020-21 School Re-Opening Plan Tioga Central School District

whose Individualized Education Program have placed them out of district whose schools are meeting in conducting in-person session education when/if the district is not.

Social Emotional Well-Being- Mandatory Assurances

1. The District has a comprehensive developmental school counseling program plan, developed under the direction of certified school counselor(s), this is reviewed and updated to meet current needs.
2. The District has a social-emotional advisory group comprised of the Director of Pupil Services, school psychologists, certified school counselor, and Principals who meet to review and revise the comprehensive developmental school counseling program plan.
3. The District has a plan for providing resources and referrals to address mental health, behavioral, and emotional support services and programs.
4. The District provides professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency, as well as provide supports for developing coping and resilience skills for students, faculty, and staff.

School Schedules- Mandatory Assurances

1. The District has multiple plans with interchangeable components to provide the highest quality instruction for the 2020-21 school year while maintaining a safe and healthy learning environment. Of paramount importance in our instructional planning and implementation is the ability to quickly switch from one scheduling model to another based on changing health circumstances. This includes switching an individual student, group of students, or the entire district from one model to another. Some of the school schedules we may use are described below in order from most preferred to least.

4 Days IN / 1 Day OUT Instructional Plan. The District's preferred plan as of the date of this document's publication is to provide in-person classes for all students on Monday, Tuesday, Thursday, and Friday each week. The overall time frame of these instructional days is similar to the schedule from the 2019-20 school year but with modifications to account for COVID-19 health and safety guidelines. The elementary (UPK through Grade 4) school day will be approximately 7:30 a.m. until 2:30 p.m. The middle and high (grades 5 through 12) school day will be approximately 8:30 until 3:30. Students will not be allowed in buildings or on campus when the schools are closed. The elementary school will be closed prior to 7:15 and closed again after 2:45 for any non-school personnel. The middle and high school will be closed prior to 8:15 and closed again after 3:45. UPK will continue as a half-day program (a.m. or p.m. session). All schools will be closed to students on Wednesdays.



2020-21 School Re-Opening Plan Tioga Central School District

2 Days IN/ 3 Days OUT Instructional Plan. One of the District's contingent scheduling models would divide each classroom into two sub groups (Blue group and Gold group) of the PK-12 student population. Each group would be provided in-person instruction 2 days per week on the time schedule as described in the 4 plus 1 Instructional Plan and then 3 days of remote instruction. The rotation of groups on days would be scheduled to allow regular student/teacher contact.

All OUT. Our experience with all remote learning in the spring of 2020 provided valuable lessons to ensure a deeper curriculum, more impactful instruction, and greater teacher to student engagement should the situation require some or all of our students to return to an all remote (All OUT) Instructional Plan.

Attendance and Chronic Absenteeism- Mandatory Assurances

1. The District will collect and report daily teacher student engagement while in a remote or hybrid schedule using multiple methods and tools including, but not limited to:
 - Teacher office hours, virtually (online) via video conferencing, chat, text, and/or phone
 - Scheduled teacher/student(s) check-ins, virtual (online) and/or via phone
 - Asynchronous communication, feedback, and support via e-mail or LMS (learning management system such as Google Classroom or Schoology)

Systems within Google Classroom such as messaging and work tracking will allow the teachers and students to engage in the assigned learning during remote days. Phone, text and zoom communications may also be used to connect teachers and students in a one to one or one to many configuration during remote learning days.

Teachers will provide daily attendance to the school office on all instructional days including remote learning days. Principals are maintaining a shared log of teacher, counselor, and administrative contacts with students and parents/guardians. This log includes contact times, dates, and topic. The Principal and Counselor monitor attendance of students and track their performance. Students who are not completing work are contacted by their teachers initially. Continued failure to complete work and stay in contact with teachers will result in contact by the school Principal or, if necessary, the Superintendent. In some cases, students may be brought back on site for small group – socially distanced tutoring until such time as they are caught up on work and showing improved performance in the remote model.

Technology and Connectivity- Mandatory Assurances

1. The District periodically gathers information on the level of home access to devices and high-speed internet for all students through individual phone calls conducted by each school building and tracked by the Principal. Teachers are polled on their level of home access to devices and high-speed internet by their Principal through in-person meetings and email surveys.



2020-21 School Re-Opening Plan Tioga Central School District

2. The District is providing Chromebooks to all students in 3rd through 12th grade. Younger students may use Chromebooks or may engage in learning through video applications such as YouTube and Zoom. The district's instructional plan does not require home internet and so the district has not pursued assisting students to obtain internet access. Teachers may use their own devices at home or may request a Chromebook to use. The district's instructional plan does not require home internet for teachers and so the district has not pursued assisting teachers to obtain internet access. Teachers who do not have access to WIFI at home may come onto the campus to do school work.
3. The District provides multiple ways for students to participate in learning and demonstrate mastery of Learning Standards in remote or blended models even though some students do not yet have sufficient access to devices and/or high-speed internet. The district's instructional plan does not require home internet access for students. Most work is completed Asynchronously and students need access only to upload completed work and download new materials. Synchronizing devices in a hybrid model is done when students are on campus for in-person instructional days. In an all remote model, synchronizing is accomplished either through the students' home internet access or by using the district WIFI system which is assessable on campus 24/7 from our bus loop and parking lots. The district has extended the range of our WIFI coverage to make it accessible to students at any time simply by parking in front of the building. Those students who do not have transportation to come to the building and synchronize their devices will be given flash drives delivered and picked up by the district to synchronize their work from home. We have not yet had a situation where the district has had to use flash drives for synchronizing files.

Teaching and Learning- Mandatory Assurances

1. The District reopening plan for the 2020-2021 school year provides a continuity of learning for students whether they are engaged with in-person, remote, and/or hybrid models of instruction. This includes the ability to rapidly switch an individual student, group of students, or the entire district from one model to another. Teachers have configured lesson materials, student assignments, and supports so they can be accessed by students through in-person, synchronous remote, and asynchronous remote instructional models. Our primary platform for students is Google Classroom and the G Suite of productivity products.
2. The District has an educational program that is aligned to the New York State Learning Standards regardless if instruction is delivered in-person, remotely or in a hybrid model.
3. The District requires regular substantive interaction between teachers and students whether delivered in- person, remotely or through a hybrid model of instruction. Methods for teacher-student interaction during remote or hybrid instruction include but are not limited to:



2020-21 School Re-Opening Plan Tioga Central School District

- Teacher office hours, virtually (online) via video conferencing, chat, text, and/or phone
 - Scheduled teacher/student(s) check-ins, virtual (online) and/or via phone
 - Asynchronous communication, feedback, and support via e-mail or LMS
4. Equity is at the heart of all District instructional decisions. All instruction is developed so that whether delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear opportunities for instruction that are accessible to all students and aligned with State standards. The District requires that Principals work with teachers to establish a consistent and routine schedule for students to interact and seek feedback and support from their teachers.
 5. The District has 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 is accessible to all, available in multiple languages based on District need, widely disseminated, and include clear and multiple ways for students and families to contact schools and teachers (e.g., email, online platform, and/or by phone). Critical communications are sent to parents/guardians in writing through a direct mailing delivery to homes as well as through phone calls from their teachers. We also have a dedicated webpage that is updated with our current Reopening Plan, an FAQ document, and related documents on school or topic specific issues. Expectations for instruction are communicated during the school year directly to parents/guardians and students by Principals and Teachers through a combination of synchronous and asynchronous systems such as Google Classroom, Hangouts, Zoom, email, direct messaging, and phone calls. Families with limited access to phone or data have been identified and are provided the same materials through paper copies mailed directly to their homes.
 6. The District does not contract with eligible agencies to provide Prekindergarten programs.

Special Education- Mandatory Assurances

1. The District ensures the provision of free appropriate public education (FAPE) for in-person, remote, and hybrid learning consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.
2. The District documents the programs and services offered and provided to students with disabilities as well as communications with parents/guardians through standard CSE / CPSE forms and systems (ClearTrack). Informal records documenting student programs, progress, and services as well as parent interactions are kept by teachers, administrators, and related service providers.



2020-21 School Re-Opening Plan Tioga Central School District

3. The District provides 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.
4. The District ensures regular 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. Special education teachers are connecting daily with colleagues through email, phone calls and Zoom meetings to check on the progress of Students with Disabilities, as well as provide support and answer any questions that the general education teachers may have. For Tioga school-age students that attend alternative placements, the District is in constant communication with the administrators and teachers that work the most closely with the students. The District has students who attend BT BOCES, GST BOCES and Wyoming Children's Home Day School. Phone calls, letters, emails, in-person meetings when necessary and Zoom meetings have been the many ways the District has stayed connected with our alternative placements.
5. The District ensures access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of students. Students with disabilities in our district continue to be provided services and special education support outlined in their Individualized Education Plans regardless of the learning model. Students are being provided specialized instruction with accommodations and modifications to ensure access to curriculum, as well. Special education teachers are progress monitoring towards IEP goals through instruction. This instruction is being provided via computer technology and packet work mailed or delivered home. Across the district, special education teachers are working with general education teachers to modify and adapt classwork provided to Students with Disabilities.

Bilingual Education and World Languages- Mandatory Assurances

1. If the District reopens using in-person or hybrid instruction, the District 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 required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.2.
2. The District does not currently have any ELL students. The district will provide required instructional Units of Study to any new ELL students based on their most recently measured English language proficiency level during in-person or hybrid instruction.



2020-21 School Re-Opening Plan Tioga Central School District

3. The District does not currently have any ELL students. The District will maintain regular communication with parents/guardians of any new ELL students to ensure that they are engaged in their children's education during the reopening process, and provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.

Teacher and Principal Evaluation System- Mandatory Assurances

1. The District evaluates all teachers and principals pursuant to the District's currently approved APPR plan, including any variance applications approved by the Department.

Certification, Incidental Teaching, and Substitute Teaching- Mandatory Assurances

1. The District requires that all teachers hold valid and appropriate certificates for their teaching assignments except where otherwise allowable under the Commissioner's regulations (e.g., incidental teaching) or Education Law.