

**MADRID-WADDINGTON
REOPENING AND
CONTINUITY PLAN
2021-2022**



**SAFELY STRIVING FOR THE
COMPLETE STUDENT
EXPERIENCE**

ACKNOWLEDGEMENTS

- Madrid-Waddington Reopening And Continuity Committee:
 - Eric Burke: Superintendent
 - Joe Binion: Jr./Sr. High Principal
 - Nicole Weakfall: Elementary Principal
 - Katie Logan: School Board Member
 - Bryan Harmer: Director of Athletics
 - Steve Adams: Food Service Manager
 - Amber Murphy: School Nurse
 - Craig Ashley: Head of Transportation/Buildings and Grounds
 - Jim Murray: Head Building Maintenance
 - Toni Siddon: CSE Chairperson/Guidance
 - Sabrina Pribek-Britton: Guidance
 - Michelle Burke: Instructional Technology
 - Conner Eldridge: Teacher/MWTA Co-President
 - Bill Gotsch: Teacher/MWTA Co-President
 - Nora Curley: Driver/SRP President

KEY ELEMENTS

- This plan is written utilizing guidance from NY State DOH, NYSED, and the CDC. As NY State guidance is being developed late we will alter this plan as necessary.
- In consensus with Federal and State ideologies, Madrid-Waddington is committed to an in-person instructional model and is excited to have all students back in regular attendance this school year.
- As per New York State DOH mandate we will be beginning the school year with all students, staff, and visitors masked indoors regardless of vaccination status.
- Although we will be wearing masks we are hoping to return near normal operations such as:
 - Utilizing our normal day and period schedule.
 - Allowing students to eat in the cafeteria.
 - Scheduling full band and choral groups.
 - Allowing visitors back in the building for events and contests.
 - Assigning lockers to students.
 - Availability of 10th period for high school students.
 - Offering after school programming for our elementary students.
 - Releasing and loading students in our normal fashion.
- School Lunches and Breakfasts will again be free for all students.
- With regards to distancing recommendations the clear message from the CDC and NY State is that ***“Because of the importance of in-person learning, schools should implement physical distancing to the extent possible within their structures but should not exclude students from in-person learning to keep a minimum distance requirement.”***

Madrid-Waddington General Health Practices:

- COVID-19 Instructions and protocols will be communicated to all students, staff, parents, community members, and visitors utilizing multiple methods.
 - Signage at all entrances and exits, throughout the hallways, restrooms, cafeteria, and other necessary areas directing all with proper safety protocols.
 - Appropriate hygiene practices including hand washing/disinfecting and respiratory will be covered topics included in the signage and training.
 - District website will contain all safety information and protocols.
 - Mailings and emails will be sent to all parents and students.
 - All vendors and visitors will be notified of safety protocols.
 - Time sensitive or emergency information will be shared via parentsquare.
- Training will be provided to all parents using the above mentioned methods in the identification of COVID-19 symptoms.
 - Parents will be instructed to keep their children home if they exhibit any of the signs.
- All staff will receive appropriate training to recognize symptoms of COVID-19 and will be continuously instructed to assess students in their care as well as other staff members and immediately notify the school nurse if anyone displays symptoms.
 - Staff members will discreetly ask a symptomatic student to check in at the nurse's office for follow-up screening.
 - All ill students and staff members who fall ill while at school will be required to be assessed by the school nurse.
 - Ill students and staff members will be required to follow return to school protocols as determined by the SLCDPH
- All parents will receive frequent reminders that they need to screen their children daily, including temperature checks prior to coming to school or boarding the bus.
 - Parents will hold their children at home if they show any symptoms and will notify the school nurse.
 - The District will assist any families who do not have the proper equipment to check their childrens' temperature.
- All Staff will receive frequent reminders that they need to self screen daily.
 - Any staff member who replies yes to any of the screening questions will need to immediately notify their supervisor and seek a follow-up with their health care provider.
- The District will maintain an isolation area in the nurse's office for any COVID-19 symptomatic students and/or staff.
- All visitors, guests, parents, and vendors will be required to sign-in and provide an answer to the self-screening survey posted at every entrance.
 - Anyone who has an affirmative answer to the survey will be denied entrance.
- If there is a confirmed case of COVID -19 in the District, Public Health will be immediately consulted for the next steps.
 - Any covid positive or quarantined students/staff will then engage in remote instruction for the duration of the quarantine to the extent practicable.
 - Students/Staff who tested positive for COVID-19 will be allowed to return based on CDC guidance and clearance from public health.

- At this time SLCDPH has indicated there will be limited quarantine requirements because we are fully masked.
- Social distance protocols:
 - Maximum distancing will be utilized based on instructional needs.
 - All furniture will be arranged to maximize space for social distancing.
 - Alternate spaces may be utilized to provide additional distancing as needed for lunch and breakfast.
 - At the high school level all entrance doors will be locked until 7:30 a.m. to prevent students congregating before homeroom.
- All students, staff, and visitors will be required to wear a face mask while indoors regardless of vaccination status. This will be reevaluated based on any altered guidelines from the CDC, NY State, or SLCDPH.
- Mask breaks will be allowed at teacher discretion.
- The District will have an available supply of PPE for students and staff who forget their own.
- If there is a confirmed case of COVID-19 in the District:
 - Public Health will direct all additional quarantines and necessary measures.
- School Safety Drills: Fire and Lock-Down Drills will be conducted as normal.

FACILITIES

- The District will maintain all State mandated minimums for plumbing facilities and fixtures.
- The District will maintain the State mandated minimum number of drinking fixtures.
 - Drinking fixtures will be available as water fill stations only.
 - Students should bring a refillable water bottle every day.
 - There will be no operational bubblers available.
- District will maintain code required ventilation in all spaces as required.
 - Classrooms and other occupied spaces will keep windows open to the extent practicable.
- The District is in the process of securing portable air conditioning for classrooms to make masks more comfortable.

DISINFECTING/CLEANING

- All cleaning/maintenance staff will undergo specific training related to CDC approved methods of cleaning and handling of cleaning products.
- All shared materials will be disinfected as often as practicable
- School Cleaning/Disinfecting
 - Entire school will receive a full disinfecting cleaning every day.
 - High touch surfaces used by more than one student/staff member will be disinfected periodically throughout the day.

TRANSPORTATION

The School Bus:

- Seating will be assigned so as to maximize social distancing.
- Children from the same household will be required to sit together.
- All students and staff will be required to wear a mask while on the bus.
- High surface contact areas will be disinfected between the a.m. and p.m. run.
- Full bus disinfection will occur after the p.m. run.

School Bus Staff:

- As per District protocols all transportation employees will perform a self-health assessment for COVID-19 symptoms prior to arriving to work and will notify their supervisor if experiencing any symptoms.
- All transportation staff will wear a face covering while transporting students and while performing any duty that does not allow social distancing.
- As per District procedures all transportation staff will be trained on proper use of PPE and COVID-19 symptom recognition.
- All necessary PPE including masks, scrubs/gowns, and gloves will be provided to transportation staff.
- Gloves will be required for staff working with students requiring direct physical contact.

Routing:

- Due to the necessity of minimizing potential exposure we will be limiting the number of drop-off/pick-up points for students.
- The District recognizes the need to have alternate d/o-p/u locations for students so we are being less restrictive than last year in an effort to balance household needs and student health.
- Students will be allowed one home address per parent residence, i.e. if a student splits time at two separate parent residences then both addresses will be allowed.
- Additionally every student will be allowed one alternate pick-up or drop-off location such as a babysitter.

MEAL SERVICE

- All students will be provided with free breakfast and lunches throughout the school year or until such a point the federal government restricts the funds available for the service.
 - Families eligible for free/reduced lunch will be asked to continue to fill out an application.
 - Ala Carte items will be available for purchase.
- Students will return to eating in the cafeteria.
 - Alternate eating spaces will be provided as necessary to provide adequate distancing.
 - Students will be masked while waiting in line and any time they are up out of their seats.
- Any students in quarantine will be provided with take-home meals at a time and location that will be determined on a case-by-case basis.

ATHLETICS

- NYSPHSAA guidelines regarding hygiene, social distancing, and any other general considerations will be followed for all seasons.

- Pending any changes in future guidelines there will be no limit on the number of spectators allowed at events.
- All participants, staff, and spectators will be required to mask at **indoor** events regardless of vaccination status.

TEACHING AND LEARNING

- The District strongly believes in the viability of in-person instruction and although we are very proud of the remote capacity demonstrated during the 2020-21 school year there is no doubt a lack of efficacy when students are not in the same location as their instructor. After the great success last year of our health and safety protocols that allowed for a zero-transmission rate within our building and buses we are highly confident that we can provide a safe environment for all students. With this in mind we will only be offering in-person instruction this school year with the exception of any students who are placed in quarantine.
- Students who are quarantined:
 - Remote instruction will be provided to students who are in quarantine based on a positive test or confirmed contact. Students who are awaiting a confirmed test result will also be allowed to engage in remote learning.
 - Remote instruction will be a combination of asynchronous and synchronous instruction depending on the grade level and specific class logistics.
 - Students will receive specific remote instructions at the time of their quarantine.
- Health Protocols
 - All staff, students and visitors will be required to wear masks while indoors throughout the day.
 - Multiple mask breaks will be allowed at teacher discretion.
 - Masks must be worn while in transit.
 - Masks will be provided for any student who needs one or has forgotten theirs at home.
 - All COVID health protocols will be reviewed with students on an ongoing basis.
 - Distancing will be maximized as practicable per instructional setting.
 - Hand washing and sanitizing reminders will be given throughout the day as appropriate per grade level.
- School Schedule: Both the elementary and jr./sr. high school schedule will return to pre-covid time frames.
 - 10th period will once again be available for jr./sr. high school students only for academic necessity as determined by classroom teachers in an effort to limit additional students on the buses.

Social Emotional Well-Being

Staff Mental Health

- Support the well-being of staff members. As educators' social-emotional state improves, they will better be able to support the social-emotional well-being and learning needs of their students.
- Considerations:
 - Provide time and space for individuals to process traumatic events, re-establish connections with each other, and receive support that promotes their healing.
 - Prioritize educator self-care and wellness through the summer and at the start of the 2021-2022 school year.

- Support educators' access to mental and behavioral resources and encourage them to utilize these services.
- Create opportunities for staff to regularly practice and reflect on their social and emotional competencies.

Mental Health/ Trauma-informed Practices for Students

The district will:

- Be proactive in providing access to mental health and trauma support for adults and students, including partnerships with outside entities and agencies. The communication plan will include how to access both school and community support for students, staff, and families in all learning environments (in-person, hybrid, and remote).
- Pertinent school personnel will assess student mental health, while maintaining HIPAA requirements and identify students in need of additional support.
- Establish and communicate to all staff, guidelines for identification and rapid referral of at-risk students to appropriate building-level support teams.
- Identify a point person(s) to centralize mental health referrals, communications to families/ students, and public-facing wellness materials.
- Use the crisis management plan as needed following an acute incident (e.g., loss of student, loss of a school staff member).
- Compile and regularly update comprehensive lists of wellness resources available to both staff and students that can be provided in conjunction with screening activities, and that references school and community wellness resources.
- Designate a mental health liaison (school-based) who will work across the district, local public health agencies, and community partners.
- Activate communication channels for district stakeholders to address mental health concerns resulting from COVID-19 (for example, a telephone hotline or a designated email).
- Communicate with parents and guardians any return to school transition information including:
 - Destigmatization of COVID-19;
 - Educating their children on mask wearing and social distancing;
 - Understanding normal behavioral response to crises;
 - General best practices of talking through trauma with children; and
 - Positive self-care strategies that promote health and wellness.
- The District will appoint a Home To School Coordinator to assist students transitioning from a year of full-remote learning back to the school environment.
- District Response Teams:
 - Assess the needs of identified at-risk populations
 - Building principals, counselors, nurse, and trusted staff members
 - DTST (District Trauma Sensitive Team)
- Professional Development for Staff:
 - Provide staff the necessary resources and education that will assist them with meeting the social emotional needs of their students:
 - Book Studies
 - Discussions
 - ACEs Study and Mindset assessments
 - Strategies on building relationships with students and their families
- District Counseling Plan
 - Will provide relevant information to assist families regarding school and community agency resources.

TECHNOLOGY AND CONNECTIVITY

Madrid-Waddington was well-positioned to deal with the technology demands of a remote environment and is dedicated to ensuring a continued readiness for remote transition for individual students or the entirety of the school. As such the following practices will be implemented:

- Resurvey families to collect updated information about the numbers, types, and condition of devices used in their homes to support remote learning as well as any lack of internet service.
 - The District will provide a Needs Assessment to all families inquiring:
 - If they currently have home internet access
 - Families will be asked what internet service they have (in order to assess whether the connection is capable of streaming live video)
 - If the students have devices at home. If they do not, students will receive a district-issued Chromebook to complete schoolwork.
- Continued efforts to expand at-home access to devices and the internet.
 - The District continues to work with community partners to make certain ALL homes have high-speed access to the internet.
 - The District will promote awareness of any federal or state programs offering affordable high-speed internet to our families.
- The District is working collaboratively with local educational partners to provide online collegiate-level opportunities for students to receive post-secondary class experience.
- The District Technology Coordinator will be the point of contact as survey information becomes available.
- Include remote learning guidelines in our District Technology Plan.
- Include opportunities for training and support for educators to adapt remote learning for the classroom in the PD plan.
 - The District has and will continue to offer several PD sessions on remote learning strategies and tools.
- The District Technology Coordinator will be the support leader for the District.
- The District publishes the Technology Coordinator's name and contact information on the District's website.
- Utilizing the following procedures for return and inventory of district-owned devices
 - Safely bagging devices collected at schools;
 - Sanitizing the devices prior to a repair or replacement evaluation;
 - Ordering accessories that may be needed over the summer; and
 - Conducting prepared maintenance routines to remove malware and fix standard issues including, screen, keyboard, or battery replacement.
 - Utilize a team to assist with processing, returning, and maintaining devices.
- The District utilizes a NERIC technician five days per week, and a district microcomputer systems coordinator five days per week in addition to the Technology Coordinator to triage staff and student devices to minimize the time that staff or students may be without a device.
- Regular completion of tests of infrastructure.
- Work closely with BOCES and community partners to assist families who can not afford internet access.