



## Moravia CSD 2020-2021 School Reopening Plan

This reopening plan is specifically designed for the following school buildings: Millard Fillmore Elementary School and the Moravia Middle/Senior High School in the Moravia Central School District. The plan will continue to evolve and change as the guidance and orders to the public health emergency require. Special thanks to both the District Safety and Reopening Committee members for their collective insight and support in the development of this plan.

### **Facilities:**

**Ventilation:** All classroom unit-ventilators have been replaced in the school district over this summer. The fresh air intakes have been cleaned of debris and soot, and vacuumed. Additionally, Tri-Dek 15/40 3-ply panel filters have been installed in the new unit-ventilators to assist in air filtration.

**Windows:** The district's windows have been serviced, repairs have been made, or are ongoing. This also will assist teachers and staff in improving airflow and fresh air intake in the classrooms.

**Plumbing:** The district has been working to improve plumbing over the course of the school closure period. Lead testing has been conducted at both Millard Fillmore Elementary and the MSHS Building. Additionally, new water heaters, water softeners, along with bathroom upgrades have been completed in both buildings. Touchless water bottle filling stations have been installed in many corridors throughout the campus. Water bottles will be provided to students to assist in accessing water during the school day, if needed.

**General Improvements:** Three-phase capital improvement project began in the summer of 2019 that included upgrades to the heating, ventilation and air conditioning in both buildings. HVAC controls were also upgraded for more efficient operations and to optimize air flow. Energy Performance Contract (EPC) work began simultaneously with replacement of all interior and exterior lighting in all buildings to LED lighting which will generate 1.8 million dollars in savings through the term of the project. New secured entries have been installed at all three schools (ES, MS, HS) providing visitors access to the counseling, nurse, main office and attendance

without traveling throughout the building. Further, a new playground to replace the more than two decades old playground at MFE has been ordered and will be installed by the close of summer. This will improve the safety of the play equipment, play surface, and ensure that our students have an activity space that is capable of being fully utilized.

The Moravia Central School District does not expect space alterations to be made to the physical space or buildings. District use of available space in cafeterias, gymnasiums, auditoriums, and libraries for social distancing purposes is likely. The Moravia Central School does not expect to expand our square footage in order to enable improved social distancing nor does it expect to utilize tents for additional alternative space as an option referenced in the state guidance document.

***Secondary students will not have access to hallway lockers or gym lockers for the duration of the COVID-19 public health emergency. Students need not carry an onerous amount of materials beyond their digital learning devices and some materials for class. Students will not need to change for PE class. Each student will have their own individual digital learning device and there will be no need for students to share devices. Further, the I-pads, and computers students will be utilizing can be disinfected during the school day. The district has attempted to purchase individual supplies for all students for art and other subjects that normally have students using communal materials. To the greatest extent possible, all students will be encouraged not to share writing utensils, chalk, dry erase boards, musical instruments, tools, or toys during the 2020-2021 academic year.***

## **Health and Safety:**

1. In order for a student to ride a Moravia Central School District school bus, the student **must** wear a mask. ***The only exception to this rule will be if student is unable to medically tolerate a face covering, as wearing such would impair their physical or mental health.*** Families are asked to ***provide a note from your child's physician*** attesting to the medical necessity of not wearing a mask. Upon submission of such documentation to the student's school, the district will make every effort to accommodate your request.
2. Classrooms will be set up to allow for social distancing, therefore ***students may remove their masks during meals, instruction, and for short breaks, when social distancing can be observed.*** The district has an ample supply of student face coverings, but students are welcome to bring their own from home, provided any images on the fabric are consistent with the Code of Conduct. Students and all other individuals are expected to wear their face coverings at all other times when traveling within the school building. This district has acquired and has on hand face coverings that are transparent at or around the mouth for instruction or student driven interventions that require the visualization of the movement of the lips and mouth (speech) or that may be used by students who lip read and therefore benefit from being able to see more of the face of the faculty or staff member.

As students travel in the school building, which should be fairly limited during the instructional day, there will be directional indicators and spacers so that social distancing is maintained. This will be more overt at the elementary level, and more directional at the secondary level. The MCSD is working closely with the CITI BOCES Public Relations Team to provide these visuals along with informational videos for both students and staff pertaining to preventative measures to avoid getting sick (i.e. handwashing).

3. The Moravia Central School District will operate within a social distancing framework. This means that **6 feet of space in all directions** between individuals or the use of appropriate physical barriers between individuals will be in place. Additionally, **12 feet of space in all directions** will be operational standard for music, band, and physical education instruction. Plexi-glass has been ordered for secretarial and nursing staff to provide an additional barrier for their protection in their office spaces. Additionally, separation barriers are to be constructed in certain locations to prevent the spread of air-borne pathogens when the social distancing space needs are not adequate. Parent/teacher meetings and other home-school communication will be encouraged to take place via the phone or Zoom.
4. **Mandatory Health Screenings:** All visitors, staff, and students are subject to mandatory health screenings upon arrival to the building. ***All individuals must have their temperature checked each day and cleared by the Raptor Technology Systems ([www.raptortech.com](http://www.raptortech.com)). If a visitor, staff member, or student presents with a temperature greater than 100°F they will be denied entry and sent directly to a dedicated area prior to being picked up or otherwise sent home. DO NOT COME TO SCHOOL IF YOU ARE FEELING UNWELL OR HAVE A FEVER.***

***If an individual (including students) screens positive for COVID-19 symptoms such as: Fever or chills, flushed cheeks, rapid or difficulty breathing, fatigue or irritability, frequent use of the bathroom, cough, muscle or body aches, headache, sore throat, congestion or runny nose, nausea, vomiting, and/or diarrhea to return to school there must be documentation from a healthcare provider following evaluation, a negative COVID-19 diagnostic test result, and symptom resolution or if COVID-19 positive, release from isolation by the county department of health.***

***DO NOT COME TO SCHOOL IF YOU ARE FEELING UNWELL OR HAVE A FEVER.***

***Students MAY NOT attend school if they have had a fever of greater than 100°F at any time in the past 14 days, even if a fever-reducing medication was administered and the student no longer has a fever. In other words, a fever of 100°F or higher means, your child will NOT be able to attend school for at least two weeks from the date of the fever.***

***Further, the Executive Order of the Governor of the State of New York has mandated that a quarantine of students, faculty, or staff may be required after international travel or travel within certain states with widespread community transmission of COVID-19. Such travel will be disruptive to learning and may necessitate the student or the employee from being unable to attend school. Students at all grade levels will be periodically screened to determine this information, employees will attest to their travels daily.***

Staff who will be taking student temperatures each day will utilize a non-contact forehead thermometer and will be provided at a minimum with an acceptable face mask. The staff may also request additional PPE including gloves, a gown, and a face shield which the district has acquired and has available for those who may request it.

The Moravia Central School District will implement mandatory health screenings, including temperature checks of students, faculty, staff, and where applicable contractors, vendors, and visitors to identify and individual who may have COVID-19 or who may have been exposed to the COVID-19 virus.

## 5. Emergency Drills

The Moravia Central School District will continue with fire drills and emergency lockdown drills with respect to social distancing / wearing of masks. Any modifications to the 20-21 emergency drills (i.e. staggered drills) will be reviewed at the district safety committee meetings and approved by the Cayuga BOCES Safety Officer prior to implementation. The Moravia Central School District follows all guidance related to the health and safety, including fire code compliance and requirements regarding doorways, emergency drills, inspections and lead testing.

6. **Hygiene, Cleaning, and Disinfection:** Protocols and procedures for school-wide cleaning and disinfection of classrooms, restrooms, cafeterias, libraries, playgrounds, school buses, and all other school facilities have been established with reference to the CDC's *Reopening Guidance for Cleaning and Disinfection*. These protocols/procedures include the following:

- Clean and disinfect high touch surfaces (but not limited to):
  - Classroom desks and chairs
  - Door handles and push plates
  - Bathroom faucets
  - Light switches
  - Shared telephones
  - Shared desktops
  - Shared computer keyboards and mice
- All trash receptacles emptied and trash removed from the room
- Floors swept and dust mopped
- Floors spot mopped or full mopped
- Wipe clean: Tables, furniture and counter tops
- Window in the classroom door is cleaned at minimum once per week
- Walls are spot cleaned
- Carpets are spot cleaned
- Make sure all windows are locked
- Clean/Disinfect classroom sink and toilet area (if applicable)
- Vacuum carpet daily if applicable
- Re-stock all paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures - Weekly
- Replace Lights (Notify Custodian or Maintenance)

#### **Restrooms and Locker Rooms**

- Clean and disinfect toilets, sinks and shower areas
- Clean and disinfect high touch surfaces (but not limited to):
  - Drinking Fountains
  - Door handles and push plates
  - Light switches
  - Handrails
- All trash receptacles emptied and trash removed from the room
- Floors full mopped
- Clean Doors and Partitions in Restrooms and Locker Rooms
- Walls are spot cleaned
- Check that toilets, faucets, and drains are working
- Check Sanitary Napkin Boxes

- Clean Exterior of Dispensers
- Make sure all windows are locked
- Restock all toilet paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures - Weekly
- Replace Lights (Notify Custodian or Maintenance)

### **Common Areas (Hallways)**

- Clean and disinfect high touch surfaces (but not limited to):
  - Drinking Fountains
  - Door handles and push plates
  - Bathroom faucets
  - Light switches
  - Handrails
  - Buttons on vending machines
- All trash receptacles emptied and trash removed
- Floors swept and dust mopped
- Floors spot mopped or full mopped
- Walls are spot cleaned, when soiled
- Carpets are spot cleaned
- Make sure all windows are locked
- Make sure all unoccupied classrooms are locked

### **Medical Office**

- Clean and disinfect health cots regularly (after each student use)
- Discard or launder coverings after each use
- Cover treatment tables and use pillow protectors
- Clean and disinfect high touch surfaces (but not limited to):
  - Classroom desks and chairs
  - Door handles and push plates
  - Bathroom faucets
  - Light switches
  - Shared telephones
  - Shared desktops
  - Shared computer keyboards and mice
- All trash receptacles emptied and trash removed from the room
- Floors swept and dust mopped
- Floors full mopped
- Wipe clean: Tables, furniture and counter tops
- Window in the door is cleaned at minimum once per week
- Walls are spot cleaned
- Carpets are spot cleaned
- Make sure all windows are locked
- Clean/Disinfect classroom sink and toilet area if applicable
- Vacuum carpet daily if applicable
- Re-stock all paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures – Weekly
- Replace Lights (Notify Custodian or Maintenance)

**There will be a dedicated area to separate students, faculty, or staff with symptoms of COVID-19 from others until they can go home or to a health care facility, depending on the severity of illness. PPE will be provided to our nurses and medical staff. The district has acquired goggles, face shields, gloves, gowns, N-95 respirators, along with surgical face masks should staff care for sick individuals suspected of having COVID-19.**

**With regard to Nebulizer treatments, the district will provide to nursing staff the appropriate PPE to the nurses and consult with the students' healthcare providers for alternate medication delivery systems.**

### **Clerical/Admin Offices**

- Clean and disinfect high touch surfaces:
  - Door handles and push plates
  - Bathroom faucets
  - Light switches
  - Shared telephones
  - Shared desktops
  - Shared computer keyboards and mice
- All trash receptacles emptied and trash removed from the room
- Floors swept and dust mopped
- Floors spot mopped or full mopped
- Wipe clean: Tables, furniture and counter tops
- Window in the door is cleaned at minimum once per week
- Walls are spot cleaned
- Carpets are spot cleaned
- Make sure all windows are locked
- Clean/Disinfect shared sink and toilet area if applicable
- Vacuum carpet daily if applicable
- Restock all paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures - Weekly
- Replace Lights (Notify Custodian or Maintenance)

### **Athletic Areas**

- Establish a regular cleaning schedule for shared environmental surfaces such as wrestling mats or strength training equipment
- Disinfect mats and other high-use equipment at least daily
- Clean and disinfect high touch surfaces:
  - Handles on equipment (e.g., athletic equipment)
  - Drinking fountains
  - Ice Machines
  - Door handles and push plates
  - Light switches
  - Shared telephones
  - Shared desktops
- All trash receptacles emptied and trash removed from the room
- Floors swept and dust mopped
- Floors spot mopped or full mopped

- Wipe clean: Tables, furniture and counter tops
- Window in the door is cleaned at minimum once per week
- Walls are spot cleaned
- Make sure all windows are locked
- Re-stock all paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures - Weekly
- Replace Lights (Notify Custodian or Maintenance)

## Restrooms

- Clean and disinfect toilets, sinks and shower areas
- Wear proper PPE, avoid splashes
- Clean and disinfect high touch surfaces:
  - Sinks
  - Faucets
  - Soap dispensers
  - Drinking Fountains
  - Door handles and push plates
  - Light switches
  - Handrails
- All trash receptacles emptied and trash removed from room
- Floors full mopped
- Clean Doors and Partitions in Restrooms and Locker Rooms
- Walls are spot cleaned
- Check that toilets, faucets, and drains are working
- Check Sanitary Napkin Boxes
- Clean Exterior of Dispensers
- Make sure all windows are locked
- Re-stock all paper and soap products
- Clean Baseboards - Weekly
- Clean Light Fixtures - Weekly
- Replace Lights (Notify Custodian or Maintenance)

7. **Cleaning staff** will keep a log of cleaning activities regarding spaces in our buildings to ensure that areas are cleaned and disinfected regularly. The district has purchased electrostatic sprayers along with Vital Oxide as our preferred disinfecting agent. Currently, the district has a sufficient supply of Vital Oxide to clean the district's spaces through the December Holiday break. We hope to be able to procure more in the coming weeks. In the event that Vital Oxide is not available as the school year progresses, an alternative disinfectant will be used (e.g., 1/3 cup of bleach added to 1 gallon of water or 70% alcohol based solutions).

**Classrooms will be equipped with:** masks for every student, disinfecting wipes, Purell or another alcohol based disinfectant/hand sanitizer, posters and information regarding proper techniques for hand-washing, tissues, gloves, and open top waste baskets. ***Parents and guardians can inform the school that they do not want their child to use alcohol based hand sanitizers by informing the school via written notice. The school personnel in that situation, will ask the student to use handwashing stations on a more frequent basis.***

Staff as well as students will be instructed regarding the training and promotion of hand and respiratory hygiene among all individuals in school facilities and on school grounds during the opening days of school. Additionally, training will take place in the opening days of school regarding how to adequately put on, take off, maintain, and discard PPE in the school building.

Additionally, portable hand sanitizer units will be available throughout the common areas of the school district. The district has acquired 20 dispensers and 40 gallons of hand sanitizer to support this undertaking at the start of the school year.

**Public use of Space:** *There will be **NO public use of inside building space** beyond that which is needed to provide instruction to students. All outside groups and agencies not directly utilized by the school district will have to find an alternative location for the duration of the COVID-19 public health emergency. As spaces are cleaned daily, once rooms have been disinfected and sanitized we do not have the labor capacity respond to outside requests at this time.*

8. **Student and Staff Pick Up and Drop Off:** There will be designated doorways for students to be picked up and dropped off. Staff and student arrival and departure doors are now separate from each other. To the greatest extent possible, entry to the school buildings from non-school related individuals will be limited.

By swiping their key fobs each morning staff are attesting that they:

1. have not knowingly been in contact or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic for COVID-19 or who has or had symptoms of COVID-19;
2. have not tested positive through a diagnostic test for COVID-19 in the past 14 days;
3. have not experienced any symptoms of COVID-19, including a temperature of greater than **100°F**, in the past 14 days; and/or
4. have not 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.

9. **Small Spaces:** The Moravia Central School District shall limit gatherings in small spaces within the school district. Elevators, supply rooms, offices will not have an occupancy that exceeds 50% of the maximum capacity of the space, unless it is designed for use by a single occupant.

### **Child Nutrition:**

The Moravia Central School District will continue to provide school breakfast and school lunch to students regardless of our instructional setting; if we are closed for COVID-19, operating under a hybrid schedule, or when we fully return to everyday in-person instruction, food service will continue. The meals that are provided in school will be done in a socially distanced setting and as such, students will not need to wear a mask while eating. It is more likely than not, that students will be eating in a classroom setting and not in the cafeteria. It is possible at the secondary level that there may be some students who may have to eat in a cafeteria setting and not the classroom. The district will clean and disinfect the cafeteria between student eating periods should that become a reality. The school nurse will work with individual classroom teachers to ensure that food allergies are known. **Sharing of food and beverages is not allowed. For now, this means no outside food/snacks may be brought in or shared between students outside of the same household. Further, there**



**will be no salad bars or buffet style options available at the MS/HS. We apologize for this temporary inconvenience.**

All students will have to wash their hands before and after eating. At the elementary level all classrooms have a sink. At the secondary level, some classrooms have a sink, we also will have portable sinks, and bathroom sinks, to aid in this undertaking.

Families are reminded that the public health emergency and changes in the economy may have qualified more individuals for free or reduced priced meals. Families can submit a new application for free or reduced priced meals right now and at any time during the school year.

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

The Moravia Central School District employs three school counselors (1 at the High School, 1 at the Middle School, and 1 at the Elementary School). Additionally, the district employs two school psychologists, one social worker and cross contracts with Cayuga County Mental Health and CHAD for additional supports. This district has plans to utilize the opening days of school to support students' social emotional well-being and resiliency before phasing in academic content. The district has reviewed and updated its school counseling plan, has an established student mental health working group led by the counseling department chair that meets regularly, and will address with faculty and staff how to talk with and support students during and after the ongoing COVID-19 public health emergency. Additionally, the district employs two full-time school nurses- one at the elementary and one at the MSHS building. For staff support, the district has partnered with the Employee Assistance Program (EAP) and staff have many resources available to them through this network including access to counseling at any time.

### **Technology and Connectivity:**

The Moravia Central School District has digital learning devices for all of its students Pre-K -12. These devices are purchased through a lease agreement with the Central New York Regional Information Center at OCM BOCES. They are on a dedicated replacement schedule and are serviced and maintained either in house or sent out for repairs. In grades K-3 all students are issued an I-Pad and in grades 4-12 all students are issued a Chromebook. **For the 2020-2021 academic year, students will be asked to transport their devices back and forth from home to school on a daily basis. The district will provide charging cords so the devices can be charged at both home and school.** Additionally, at the MS/HS additional outlets have been installed in classrooms to allow for more devices to charge, should batteries draw down during the school day. We do this because the dynamic nature of COVID-19 may necessitate the closure of school and we do not want students to be without an ability to access their lessons. The Moravia Central School District will work with students to remind them of appropriate care for devices as they are transported.

The Moravia Central School District has also increased its support levels regarding technology for the 2020-2021 academic year with the hope of being better able to assist students and families with their technology concerns. The district has access to Mi-Fi/Wi-Fi devices for those students who may have difficulty in securing internet access.

### **Transportation:**

Students must wear face coverings at all times on school buses (entering, exiting, and seated). Students should maintain appropriate social distancing, and students should sit with members of the same household. Students and families are encouraged to drop off or walk students to school if at all possible to reduce density on school

buses. The bus drivers will provide masks for those students who are unable to provide one for themselves. The bus seating arrangement will be developed and devised by the bus driver and the transportation supervisor in accordance with social distancing guidelines. Drivers will sanitize their buses between runs. Transportation staff members will clean and disinfect all buses at the end of the last morning and afternoon runs.

The district will require all transportation staff members to wear their respirator or an appropriate face covering whenever on a bus, on school grounds, and whenever social distancing cannot be maintained. The district will provide all transportation staff members with training specific to the use and care of PPE, cleaning and disinfecting practices, and proper loading and unloading procedures for a COVID-19 environment. The transportation office will have additional PPE equipment on hand including masks and gloves as well as hand sanitizers for all employees as needed. The district will implement mandatory health screening for all transportation employees prior to the start of their work day and before drivers and monitors begin their pre-run preparations. The district will fulfill existing mandates regarding the safe and effective transportation of students utilizing our existing transportation system.

If the Moravia Central School District is in session remotely or otherwise; pupil transportation shall be provided to non-public, parochial, and private schools or students whose IEP's have placed them out of district whose schools are meeting in-person when/if the district is not.

## **School Schedules:**

The Moravia Central School District will implement two different models for educational programming during the 2020-2021 school year:

### **Elementary Building: UPK – Grade 5**

All students will be separated into two groups; an am (white cohort) or pm (blue cohort). Students in the same family will attend school in the same am or pm cohort. The am and pm cohorts will attend school half days on Monday, Tuesday, Thursday, and Friday. All students will be engaged in remote learning at home on Wednesdays. When not physically in school, students will have online activities, assignments, and coursework to complete to prepare for the next day's instruction.

### **Middle School/ High School: Grades 6-12**

All students will be separated into two groups; A-day or B-day. All students in the same family will be assigned to the same A day or B day schedule. Students assigned with an A day schedule will attend school full day on Mondays and Thursdays. Students assigned to a B-day schedule will attend school full day on Tuesdays and Fridays. Both A and B groups will be engaged in remote learning at home on Wednesdays. When physically not in school, students will have online activities, assignments, and coursework to prepare for the next day's instruction.

**September**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Staff Development	3 Staff Development	4	5
6	7- Labor Day	8 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	9 <b>All Students</b> -Remote Learning	10 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	11 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	12
13	14 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	15 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	16 <b>All Students</b> -Remote Learning	17 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	18 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	19
20	21 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	22 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	23 <b>All Students</b> -Remote Learning	24 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	25 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	26
27	28 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	29 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	30 <b>All Students</b> -Remote Learning			

**October**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	2 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	3
4	5 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	6 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	7 <b>All Students</b> -Remote Learning	8 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	9 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	10
11	12 CLOSED	13 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	14 <b>All Students</b> -Remote Learning	15 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	16 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	17
18	19 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	20 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	21 <b>All Students</b> -Remote Learning	22 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	23 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	24
25	26 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	27 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	28 <b>All Students</b> -Remote Learning	29 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	30 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	31

**November:**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	3 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	4 <b>All Students</b> -Remote Learning	5 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	6 * No UPK- 8 <sup>th</sup> Parent Conferences  <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	7
8	9 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	10 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	11 CLOSED	12 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	13 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	14
15	16 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	17 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	18 <b>All Students</b> -Remote Learning	19 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group	20 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> B Group	21
22	23 UPK Parent- Teacher Conferences  No School	24 CLOSED	25 CLOSED	26 CLOSED	27 CLOSED	28
29	30 <b>Elementary</b> am - white pm - blue <b>MS / HS</b> A Group					

## **Teaching and Learning:**

### **Attendance**

Attendance will be taken daily; either in person or when students log on to their classrooms remotely.

### **General Education**

All teachers will continue to deliver instructional lessons based on a prioritized curriculum that is aligned to the Next Generation Learning Standards. Teachers will administer screening, diagnostic, formative, and summative assessments to determine appropriate interventions and gap-closing measures. Students will continue to receive an equitable, culturally responsive education that provides differentiated support as needed.

### **BOCES Programs**

In accordance with the New York State Department of Health and New York State Education Department guidance, the Cayuga-Onondaga BOCES is prepared to open safely for as much in-person instruction as possible. In most cases, students will follow the Moravia District schedule for in person and BOCES teachers will provide curriculum for the hybrid instruction.

### **ELL and Special Education**

All ELL and Special Education services will be provided during either in person, remote, or hybrid instruction by certified teachers in those subject areas, and in accordance with all legal mandates, IEP documents, and CSE/CPSE recommendations.

### **Vulnerable Populations**

The district will make provision for persons in the vulnerable populations in accordance with the accommodations detailed, in writing, by their health care provider in order to minimize any exposure risk to COVID-19.

### **Extra-curricular Activities**

To the extent possible that extra-curricular activities may take place, the district will examine each on a case by case basis. The district will take its lead from NYS with regard to athletic participation, assemblies, and other gatherings. The district will of course clean and disinfect areas utilized for extra-curricular activities as well as follow all social distancing requirements.

## **COVID-19 Specific Responses:**

The Moravia Central School District COVID-19 Coordinator shall be the Superintendent of Schools, or in his absence, the Acting Superintendent is the School Business Administrator.

For COVID-19 POSITIVE INDIVIDUALS:

In the event of a COVID positive individual being present, the district may choose to temporarily move classes to a remote/virtual format until all contacts can be identified, notified, tested, and cleared.

The district would in those circumstances close off the areas used by the person who has COVID-19, increase air circulation through the opening of windows, and clean and disinfect that area using appropriate PPE.

Any individual who screens positive for COVID-19 will immediately be isolated and sent home with instructions to contact their healthcare provider for assessment and testing.

The district will notify the state and local health department 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.

The Moravia Central School District will rely on the advice and support of the Cayuga County Department of Health for assistance in regard to testing protocols, testing responsibilities, contact tracing, and containment should a situation warrant their intervention. The Moravia Central School District would support the Cayuga County Department of Health in tracing all contacts of the individual in accordance with the protocols, training, and tools provided by the New York State Contact Tracing Program. We would of course cooperate with all state and local health department contact tracing, isolation, and quarantine efforts.

Return to Work Protocols:

### COVID – 19 Return to Work Protocols

#### 1. Employee/Student Has Tested Positive For COVID-19

Employee/Student is to remain quarantined and may return to work if:

- 10 days have passed since employee/student exhibited symptoms or since they tested positive if they are asymptomatic; and
- at least 24 hours have passed since employee had a fever ( $\geq 100.0$  degrees) without the use of fever reducing medications; and
- at least 72 hour period where employee's/student's symptoms have improved

#### 2. Employee/Student Is Symptomatic and Has Had Close or Proximate Contact<sup>1</sup> with Someone Who Has Tested Positive for COVID-19

If employee/student is symptomatic, the employee/student is to remain quarantined and may return to work/school if:

- 10 days have passed since employee/student exhibited symptoms; and
- at least 24 hours have passed since employee/student had a fever ( $\geq 100.0$  degrees) without the use of fever reducing medications; and
- at least 72 hours have passed where the employee's/student's symptoms have improved

#### 3. Employee/Student Is Symptomatic but Has Not Had Close or Proximate Contact with Person Who Has Tested Positive

If employee/student is symptomatic, the employee/student is to remain quarantined and may return to work if:

- 14 days of quarantine have been completed  
**or**

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<sup>1</sup> Within 6 feet of an infected person for more than 10 minutes starting from 48 hours before illness onset until the time the infected person was isolated.

- 10 days have passed since employee/student exhibited symptoms; and at least 24 hours have passed since employee/student had a fever ( $\geq 100.0$  degrees F) without the use of fever reducing medications, and
- at least 72 hours have passed where the employee's/student's symptoms have improved  
**or**
- the employee/student has been diagnosed with another condition and has a note from their healthcare provider indicating they are clear to return to work/school  
**or**
- the employee/student has a negative test result

4. Employee/Student Is Symptomatic and Has Had Close or Proximate Contact with Someone Awaiting Test Results

If employee/student is symptomatic, the employee/student is to remain quarantined and may return to work if:

- the test result for the other person comes back negative  
**or**
- the employee/student has a negative test result;  
**or**
- 10 days have passed since employee/student exhibited symptoms; and
- at least 24 hours have passed since employee/student had a fever ( $\geq 100.0$  degrees) without the use of fever reducing medications; and
- at least 72 hours have passed where the employee's/student's symptoms have improved  
**or**
- the employee/student has been diagnosed with another condition and has a note from their healthcare provider indicating they are clear to return to work/school

5. Employee/Student Is Not Symptomatic but Did Have Close or Proximate Contact with Person Who Has Tested Positive

If the employee/student is not symptomatic, the employee/student is to remain quarantined and may return to work/school:

- after completing 14 days of self-quarantine; or
- the employee/student has had a negative test result after having had close or proximate contact with a person who has tested positive

Employees Only:

However, if the employee is deemed essential and critical for the operation or safety of the workplace, upon a documented determination by the District Superintendent in consultation with appropriate state and local health authorities, the exposed, asymptomatic employee may return to work so long as the employee adheres to the following practices prior to and during their work shift, which should be monitored and documented by the employer and employee:



- Regular monitoring: While at work the employee must self-monitor for a temperature greater than or equal to 100.0 degrees Fahrenheit every 2 hours and symptoms consistent with COVID-19 under the supervision of the Health and Safety Coordinator; and
- Wear a mask: The employee must wear a face mask at all times while in the workplace for 14 days after last exposure; and
- Social distance: The employee must continue social distancing practices, including maintaining, at least, six feet of distance from others.
- Clean and disinfect workspaces: The employer must continue to regularly clean and disinfect all areas, such as offices, bathrooms, common areas, and shared electronic equipment.
- Maintain quarantine: The employee must continue to self-quarantine and self-monitor for temperature and symptoms when not at the workplace for 14 days after last exposure.

6. Employee/Student Is Not Symptomatic and Has Had Close or Proximate Contact with Someone Symptomatic and Awaiting Test Results

If the employee/student is not symptomatic, the employee/student is to remain quarantined and may return to work/school:

- after completing 14 days of self-quarantine; or
- the employee/student has a negative test result; or
- the person whom the employee/student had close or proximate contact with has a negative test result

Employees Only:

However, if the employee is deemed essential and critical for the operation or safety of the workplace, upon a documented determination by the District Superintendent in consultation with appropriate state and local health authorities, the exposed, asymptomatic employee may return to work so long as the employee adheres to the following practices prior to and during their work shift, which should be monitored and documented by the employer and employee:

- Regular monitoring: While at work the employee must self-monitor for a temperature greater than or equal to 100.0 degrees Fahrenheit every 2 hours and symptoms consistent with COVID-19 under the supervision of the Health and Safety Coordinator; and
- Wear a mask: The employee must wear a face mask at all times while in the workplace for 14 days after last exposure; and
- Social distance: The employee must continue social distancing practices, including maintaining, at least, six feet of distance from others.
- Clean and disinfect workspaces: The employer must continue to regularly clean and disinfect all areas, such as offices, bathrooms, common areas, and shared electronic equipment.
- Maintain quarantine: The employee must continue to self-quarantine and self-monitor for temperature and symptoms when not at the workplace for 14 days after last exposure.

7. Employee/Student Has Traveled To A State Designated As Having Significant Community Spread

Employee/Students who travel to a designated state with significant community spread must notify their supervisor/principal of their travel plans including the state being traveled to, along with the departure and return date.

If an employee/student has traveled from within one of the designated states with significant community spread, he/she must quarantine upon re-entering New York for 14 days from the last travel within such designated state.

The requirements of the travel advisory do not apply to any individual passing through designated states for a limited duration (i.e., less than 24 hours) through the course of travel. Examples of such brief passage include but are not limited to: stopping at rest stops for vehicles, buses, and/or trains; or lay overs for air travel, bus travel, or train travel.

Employees/students may return to work/school after completing 14 days of quarantine.

### **Early Warning Signs**

Defined metrics that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level, as established by state and local health departments; define and deploy method(s) to monitor against such metrics.

These metrics are defined and monitored by our local health department and as merited with regional and/or state health departments. Additionally, we are in consistent communication so that appropriate decisions can be made if/when schools are impacted by an increase in said metrics.

### **Metrics**

Responsible Parties should identify clearly defined measures that will serve as warning signs that the level of COVID-19 transmission may be increasing in the school setting beyond an acceptable level as defined by state and local health departments. Responsible Parties may choose to modify operations prior to instituting school-wide closures to help mitigate a rise in cases.

These metrics are defined and monitored by our local health department and as merited with regional and/or state health departments. Additionally, the local health department is in consistent communication with the region relative to COVID – 19 trends, warning signs and the like. These analytics provide the health department the ability to modify operations at the district/ school level.

### **Closure Triggers**

Identification of the conditions that may warrant reducing in-person education or closing the school, in consultation with state and local health departments, and plan for an orderly closure;

These conditions/metrics are defined and monitored by our local health department and as merited with regional and/or state health departments. Additionally, the local health department is in consistent communication with the region relative to COVID – 19 trends, warning signs and the like. These analytics provide the health department the ability to modify operations at the district/ school level.

### **Staffing**

Our human resource functions in the district ensures that each certificated employee has the appropriate certification necessary to teach in the area assigned. In some instances, we find it necessary to apply the “incidental teaching guidelines” for the instruction of some courses outside a teacher’s tenure area, as provided for under the NYSED guidelines. Additionally, the Cayuga-Onondaga BOCES Regional Certification Office serves to assist us with our certification needs.

The Annual Professional Performance Review (APPR) plans will continue to be reviewed and adjusted according to our instructional model, but will be fully implemented to the extent possible as required by law.

### **Communications**

The district will utilize School Messenger, our district website, Twitter, and written letters to communicate with families regarding COVID-19 and our school plans. The district will have signage throughout our buildings regarding CDC and DOH guidelines for the use of PPE, face coverings, hand washing, social distancing, etc.

Parents are encouraged to reach out to their child's teacher and building principal with concerns regarding academics or with technological concerns.