



Appendix B

Fort Edward UFSD Reopening Plan

August 2020

This Appendix B to the Fort Edward UFSD Reopening Plan is pursuant to the Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools during the COVID-19 Public Health Emergency, Supplemental Guidance and covers five key areas as outline by Governor Cuomo: Stakeholder Communication and Outreach, Remote Learning, Testing, Contact Tracing and Public Meetings.

Stakeholder Communication and Outreach

Fort Edward UFSD has published its entire school reopening plan on its website, see: <http://www.fortedward.org/cms/One.aspx?portalId=862200&pageId=12210983>. In addition, this Appendix 2 which specifically extracts portions of the plan relating to *Remote Learning, Testing and Contact Tracing* is posted on the above web page.

Remote Learning

Explain how the Responsible Party will accomplish remote learning, especially considering closing inequity gaps. This must include details outlining the numbers of students, mode of remote learning, asynchronous and synchronous learning opportunities, internet and device access among students, and alternatives available for students who have neither a device nor consistent access.

To ensure equity, Fort Edward UFSD, regardless of the delivery method (e.g., in person, remote or hybrid) will provide:

- Instruction aligned with the New York State Learning Standards and assures equity as well as quality for all learners.
- Regular and substantive interaction with an appropriately certified teacher.
- Teachers will assess student learning gaps and areas of need upon return to school. Formative assessments will be utilized before a unit of instruction to assess student understanding of pre-requisite skills and skills necessary for students' success in future study.
- When a remote or hybrid learning model is necessary, certain groups of students will be prioritized for in-person learning to the greatest extent possible. This includes, but is not limited to, special education students with emphasis on those enrolled in self-contained programs, students who did not engage in remote learning during the spring of 2020, and students with technology or connectivity needs.
- Fort Edward UFSD will coordinate all student schedules to ensure all students have the highest level of instruction possible.
- If a parent has registered for a remote learning option the district will make arrangements to carry out remote instruction.

Access to devices and internet

- Parents and/or students have been surveyed about the level of access to devices and high-speed internet available in their place of residence.
- The District will create and monitor a shared document to keep track of student and teacher technology needs.
- Each child or teacher will be given a Chromebook, laptop or Mifi as needed and the District will collaborate to connect families with local businesses who offer the use of their free wifi signal.
- Wifi extenders will be added to the building so that parking lots have wifi access.

Platform and logistics

- Google Classroom is to be the primary platform for providing instruction and presentations as well as evaluating student knowledge and understanding of the content taught.
- Additional online resources such as Class Dojo, Spelling City, I-Ready, and other appropriate resources will be used as supplements.
- The Fort Edward UFSD will develop a common, coordinated set of guidelines for teachers and students to follow when using the platform.
- Teachers will be teaching from the school building, unless not physically able to do so.
- Student participation and performance will be tracked.
 - Students will submit assignments through Google classroom, as well as via video, photo or scanned submission.
 - Students who cannot or do not connect digitally will be provided the same assignments in paper form, via US mail or hand-delivered, using our staff. Assignments delivered in this way will be collected weekly by home visits from staff, picked up by staff, or dropped off by the student or parent.
- 1:1 phone calls and Google Meets will be provided for students who are struggling (supported by teachers and TAs). Parents can contact their child's principal with any questions related to the use of technology.
- Student schedules will remain the same whether instruction is in person or remote so that students do not encounter conflicts wherein synchronous lessons for different subjects are offered simultaneously.
- Attendance will be required and recorded in eSchool. Contact with the families will be made regularly and if necessary to determine reasons for absence and to identify the needs or barriers the student may have to participate in daily lessons.
- Remote learning opportunities for students will include a greater emphasis on synchronous instruction whenever possible, with teachers finding ways to provide live instruction and lessons to students. Teachers will ensure that their students are directly engaged with them and their class peers in learning activities on a regular basis.
- Grading practices will follow a standards-based framework in the elementary grades designed to provide direct feedback regarding students' mastery of course content and traditional numerical grading will occur in grades 6-12.

Equity for students with disabilities and English Language Learners (ELL)

The [full Fort Edward UFSD Reopening Plan](#) provides a framework to ensure that all students with disabilities continue to have available to them a free appropriate public education (FAPE) that

emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living in the least restrictive environment (LRE) and is designed to enable transitioning between in-person, remote, and hybrid learning environments to ensure the provision of FAPE consistent with the changing health and safety conditions that exist.

Through collaboration and coordination, the Fort Edward UFSD will:

- Complete the ELL identification process within 30 school days of the start of the school year for all students who enroll during COVID-19 school closures and during the first 20 school days of the 2020-21 school year. After this 20 day flexibility period, identification of ELLs will resume for all students within the required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.
- If ELL students are identified the District will strive to provide remote ELL services to the greatest extent possible, including targeted and scaffolded instruction and support, in order to achieve the same learning outcomes as in-person ELL services.

Testing

The plan needs to include where the testing will take place and who will be providing the testing and what circumstances the testing will occur, and describe how the district will work with local departments of health.

The Fort Edward UFSD is located in Washington County and will cooperate with the Local Health Department. Each Local Health Department (LDH) and school will identify a COVID-19 liaison to facilitate conversations about students or staff who have tested positive. The Fort Edward UFSD liaison will reach out to the county should there be a suspected case or if there is a concern.

The Fort Edward School has designated **Daniel Ward, Superintendent**, and **the School Nurse**, as COVID-19 Safety Coordinators.

The Washington County Department of Health will collaborate with the Fort Edward UFSD when there is a concern that diagnostic testing is needed. Diagnostic testing is generally someone who is a high priority or symptomatic. The school liaison and/or the school nurse will work with the LHD to refer students/staff for required testing.

Individuals who have returned from international travel and/or a state designated through a New York State Travel advisory must complete mandatory quarantine prior to returning to the school.

LDHs have indicated that they will work with school administrators, and/or school nurses on a series of "algorithms" or steps that nurses can use as well as collaborate to provide additional guidance to school nurses.

Where will testing be conducted?

- Primary care providers are the first line COVID-19 testing contact.
- A number of primary care providers can test at their offices.
 - Saratoga Hospital has capacity for testing.
 - Hudson Headwaters Health Network will test their own patients and will test non-patients after an office visit.
 - ADK Pediatrics is setting up a program.
 - Newcomb Health Centers
- Warren County drive through clinic at the Warren County Municipal Center is available to

residents of Warren, Washington, Saratoga Essex and Hamilton Counties. Testing is by appointment and requires a referral by health care providers. If no insurance or provider, any of the counties can refer someone to the clinic.

- New York State testing site at University at Albany
- [Essex County Testing Information](#)
- [Saratoga County Testing Information](#)
- Hamilton County is doing testing with their staff
- Fort Edward School Physician is able to work to assist with a referral.
- New York State COVID helpline at 1-888-364-3065 is another resource to arrange a test.
- Fort Edward UFSD will contact LDH directors should there be questions if there is a positive case or a suspect case.

Contact Tracing

Provide details about how each school will work with, support, and supplement the contact tracing efforts of their local health department. Plans must include protocols for symptomatic individuals and positive cases in school, and proximate contacts; and a determination for how students and or staff need to be tested to adequately isolate and mitigate additional exposure to COVID-19. The plan must also specify the roles will the Responsible Party's staff will perform and who among the staff will perform these tests.

Upon request, the Fort Edward UFSD will provide information on the past locations of students and staff who become involved in the New York State Contact Tracing Program, including, but not limited to room locations, who was in the room and information on transportation. Fort Edward UFSD will maintain adequate records to answer questions. Should this information be needed, the LDH Liaison will contact the Fort Edward Liaison to obtain the needed information in a timely manner.

Protocols when Staff/Students Exhibit Symptoms

- Staff and students exhibiting symptoms are directed to stay home.
- Staff developing symptoms during the work day will be sent home to seek guidance from their health care provider
- Students developing symptoms during the school day will be sent to an isolation room until a parent/guardian can pick them up.
- A deep cleaning will be performed in all areas the staff member or student occupied.
- The LDH will be notified as appropriate.
- Parents will be asked to check with their child's primary care physician to determine if testing is necessary.
- Determinations about testing will be made between physicians and/or LDS.
- Testing will occur at designated sites.

Protocols when Staff/Students Test Positive for COVID-19

- Students and staff who test positive for COVID-19 must remain home until cleared by the LDH to be able to return to school or work.
- Regardless of whether the person is symptomatic or asymptomatic, the student or staff

may return to work upon completing at least 10 days of isolation from the onset of symptoms, or 10 days of isolation after the first positive test if they remain asymptomatic.

- The LHD will release the person from Isolation.

Public Meetings will take place as follows:

- August 13, 2020 at 3:00 p.m. (Staff Forum)
- August 13, 2020 at 5:30 p.m.
- August 18, 2020 at 12:00 p.m. (noon)
- August 18, 2020 at 4:30 p.m.

Submitted by

Daniel A. Ward
Superintendent of Schools
August 14, 2020

Key Reference:

[Supplement to the Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools During the COVID-19 Public Health Emergency, NYS Department of Health \(August 7, 2020\)](#)