



# Onondaga

Central Schools

## 2021-2022 SCHOOL OPENING PLANS

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Update Date August 24, 2021



# Onondaga CSD 2021-2022 School Opening Plans

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▶ **Building Committee Members**

Rockwell Elementary	Wheeler Elementary	Jr./Sr. High School
Margie Hart, Principal Logan Aikins, PE Teacher Sue Madden, SPED Teacher Douglas Annable, Kindergarten Teacher/Alumnus Margaret Prosak, 1st Grade Teacher Denise Lapine, 1st Grade Teacher Patricia Cormier, School Nurse, Community Member Matthew Dodge, Asst Trans Supr. Mary Beth Featherstone, 2nd Grade Teacher & Parent Kimberly Gdula, Social Worker Karen Gwilt, School Psychologist Jennifer White, PreK Teacher Jacky Elias, CSE Chair Steve Vonderwiedt BOE Member/Parent Jacqueline Cappello, BOE Member/Parent Laurel Bennett, BOE Member/Parent & Alumnus	Warren Smith, Principal Emily Fitzgerald, 3rd Grade Teacher Jennifer Williams, Building Secretary & Parent Juli Keeler, T.A. Heather Knapp, ESL Kristin Martin, 4th Grade Teacher Kim Mathieson, Team Leader Karen Gwilt, School Psychologist Jason Czarny, PE Teacher Audrey Wilder, SPED Teacher Susan Orecki, School Counselor Julie Church, 6th Grade Teacher Beth Smith, Administrative Intern Jacky Elias, CSE Chair Michael Dimmler, Custodian/Community Member Matthew Dodge, Asst. Trans. Supr. Noelle Relles, BOE Member/Parent & Alumnus Steve Vonderwiedt, BOE Member/Parent Maggie Mahoney, BOE Member/Parent & Alumnus	Tim Mumford, Principal Lynne Richer, Eng. Dept Co-Chair Renee Patterson, Eng. Dept. Co-Chair Johnstevan Melfi, Math Dept. Chair & OCSFA President Peter Hyland, S.S. Dept. Chair Sara Kilpatrick, SPED Teacher Barbara Kurucz, Sci. Dept. Chair Andy Dolloff, Music Dept Chair Deborah Rohe, School Nurse Amy Stanton, Social Worker Tricia Burdick, Secretary Jackie Passetti, Art Dept. Chair Christopher Ciereck, Guidance Counselor Jason Czarny, Athletic Director Jacky Elias, CSE Chair Karen Gwilt, School Psychologist Matthew Dodge, Asst. Trans. Supr. Steve Vonderwiedt, BOE Member/Parent Heather Luchsinger, BOE Member/Parent Michael Kobasa, BOE Member/Parent

Dear Parents and Community Members:

The purpose of this document is to share with staff, students, and parents the strategies the Onondaga Central

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School District is using to open schools and provide a safe, consistent learning environment in year two of a COVID-19 world. We are dedicated to ensuring our children are getting the best education we can deliver in the current conditions, keeping physical and mental health and safety considerations at the forefront, and changes in the delivery of learning. The 2021-2022 Opening Plan lays out in-person instruction for all students. Distance learning/remote will only be assigned to students with medical conditions certified by their doctor.

OCS will work with OCS staff, the Board of Education, and state and county health authorities to identify a strategy that is consistent with New York State Education Department (SED), New York State Department of Health (DOH), and the Center for Disease Control (CDC) guidelines. To the best of our ability, we will adopt a strategy that provides a consistent approach for in-person learning. It is important to have consistency in person so that educators can plan instruction, for students to have continuity in their learning, and parents can plan personal and professional needs. The curriculum will focus on NYS Learning Standards and assessments that provide feedback to students and parents on their learning. We will be providing in-person instruction, taking attendance daily Prek-12 and period by period grades 7-12. This will be a year we are trying to return to a more normal year leaving behind the uniqueness of last year. Keeping some of the strategies we are learning into this year. Again, this year it will take a considerable amount of teamwork as we navigate the rebound of the pandemic throughout the school year. These plans provide a roadmap on what to expect, and our goal to keep running in-person learning with more predictable conditions.

Sincerely,

Rob Price

Superintendent

## Contact Information

### **Superintendent:**

Rob Price, Superintendent

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## ► OPENING PLAN

Onondaga CSD engaged school stakeholders (e.g. administrators, faculty, staff, students, parents/legal guardians of students, local health departments, local health care providers, and affiliated organizations, such as unions, alumni, and/or community-based groups) in developing their opening plan and identified participants in the reopening plans.

Onondaga CSD school buildings opening plan include a **communications plan** for students, parents/guardians, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information that was informed and standardized across the district. Additionally, Onondaga CSD utilized the Onondaga CSD communication plan identified in the Communication/Family Engagement Section of this document.

**OCS Opening Webpage** <http://www.onondagacsd.org/districtpage.cfm?pageid=1969>

Our 2021-2022 Opening Plans include the elements outlined in the [guidance released by the NYS Department of Health \(DOH\) and NYS Education Department and requirements from the Onondaga County Health Department](#).

Onondaga CSD 2021-2022 Opening Plans are posted on our website <http://www.onondagacsd.org/districtpage.cfm?pageid=1969> in a location that is easily located by students, parents, teachers, administrators, and other community stakeholders. It is posted on individual school websites and centrally on our main district-wide page.

Onondaga CSD includes all assurances on the NYSED Portal applications system completed by Rob Price, Superintendent, and all of the elements outlined in the New York State Department of Education guidance document.

This plan is current as of the published date. If local, state, or federal guidelines are published that supersede protocols listed in this document; we will adjust our protocols accordingly based on previously mentioned entities and local transmission rates. Those guidelines will be published on the Onondaga CSD website as appropriate.

### ► **Communication/Family & Community Engagement Reopening Plan**

The school and district developed a communications plan for students, parents, or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.

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## ► Public Communications

To ensure regular and informational communications with the public, **Onondaga CSD** will utilize the following methods of communication:

<b>Communication Method</b>	<b>Responsible Party</b>
Local TV, radio, and newspapers	Superintendent's Secretary
District website - dedicated page for reopening- <a href="http://www.onondagacsd.org/districtpage.cfm?pageid=1969">http://www.onondagacsd.org/districtpage.cfm?pageid=1969</a>	Superintendent's Secretary
Social media platforms OCS Twitter Page:	Superintendent
Prominent signage in buildings to promote health & safety guidelines that follow NYSDOH and CDC guidance: <ul style="list-style-type: none"> <li>● Printed signs</li> <li>● Digital signage</li> <li>● Vinyl decals on floors, as needed</li> </ul>	School Secretaries Building Custodians
Town Hall Events, Meetings, Webinars	Superintendent's Secretary

## ► Parents/Guardians and Students

All public communications methods are outlined above may be utilized by **Onondaga CSD**, in addition to:

<b>Communication Method</b>	<b>Responsible Party</b>
ParentSquare- app posts, robocalls, emails, video messages, and texts	Superintendent's Secretary, Principal, and Building Secretaries
Emails to parents/guardians	Superintendent's Secretary Building Secretaries, Principals, and teachers
Letters sent home from Administration	District Administrators and Secretaries

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► **All District Staff**

All communications methods outlined above may be utilized by Onondaga CSD, in addition to:

<b><i>Communication Method</i></b>	<b><i>Responsible Party</i></b>	<b><i>Frequency</i></b>
Onondaga CSD all-staff email list and ParentSquare	Onondaga CSD Administration Members,	Weekly or as needed
Newsletters, ParentSquare, print, and digital	Onondaga CSD Administration Members, Superintendent Secretary	6x/ year or as needed
Parent Square- app posts, robocalls, emails, video messages, and texts	Superintendent's Secretary	As needed
Direct supervisor communications - phone calls and Parent Square robocalls, emails, and texts	Onondaga CSD Supervising Staff	As needed
Letters home, if necessary	Onondaga CSD Administration Members	As needed
Staff meetings	Onondaga CSD Administration Members	As needed

Onondaga CSD is providing copies of this document in the language(s) spoken at home among families and throughout the school community; Spanish, Chinese, Ukrainian, and Bosnian.

- Written plans are also accessible to those with visual and/or hearing impairments. Please contact the Building Principal or Secretaries
- For copies of this document in other languages, please contact your child’s Building Principal or Secretary.
- Onondaga CSD has teamed up with Onondaga County COVID-19 **hotline** which you can access by calling **1-888-364-3065** or visiting the Onondaga County website at <http://www.ongov.net/> To speak to an Onondaga CSD Nurse regarding COVID-19, please contact your child’s school building nurse.
- Up to the minute information about COVID-19 can be found on the Onondaga CSD COVID-19 website here <http://www.ongov.net/>.
- Onondaga CSD website access for district COVID-19 announcements and link to COVID-19 website at <http://www.onondagacsd.org/districtpage.cfm?pageid=1969>
- All other concerns can be directed to our School Safety Officer Jennifer Woody, at:
  - 315-552-5004

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- [jwoody@ocs.cnyric.org](mailto:jwoody@ocs.cnyric.org)
- The safety coordinator can answer questions regarding COVID-19 from:
  - Students
  - Faculty and Staff
  - Parents/Legal Guardians

## **Staff & Student Training**

Onondaga CSD will ensure all students and staff are taught or trained how to follow COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face-covering wearing, social distancing, and respiratory hygiene. Training and timelines for training are provided in the following ways:

- Training for Staff- 9/1/21
- Training for Transportation Staff- 9/1/21
- Training for Students- 9/7/21

Onondaga CSD will require all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings when a social distance cannot be maintained.

## **Health & Safety**

Onondaga CSD's reopening plan addresses all applicable health and safety guidelines.

- Staff Training, Duties, and use of PPE
- All District staff will participate in the annual training including:
  - Employee Right to Know
  - Blood Borne Pathogens
- Specialized COVID-19 training designed to make all staff aware of the expectations of all staff and students regarding:
  - Work area sanitation and disinfection.
  - Proper distancing when preparing and serving.
  - Requirement and expectations of wearing PPE.
- Additional Staffing will be secured based on need and program evaluation
  - We will cross-train staff, if possible, to cover shortages in meal deliveries, food service, and custodial services related to food service.
- Return to a FULL in-person program:

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- With the return to a full in-person program, we see that enhanced procedures, especially sanitation, disinfection, and use of additional PPE may be with us for some time to come.
- Staff will be adjusted to assure that food preparation, distribution and timely turnaround of disinfection can happen between groups.
- On September 1, 2021, all staff will receive the required training on the signs of illness for students and staff. Staff will also receive training on the district's protocol if they observe someone in a district building who is symptomatic.

### ▶ **Daily Health & Temperature Screenings**

- If your student has a temperature of 100.0 F, or other symptoms of illness (ie. headache, cough, runny nose, sore throat, nausea, vomiting, or diarrhea), you must keep your child home from school and contact your primary care provider for further guidance to determine if COVID-19 testing is needed.
- Contact your student's school nurse whenever they are going to be absent
- Staff should follow all standard protocols for a sick day and contact your primary care physician for further guidance.
- Onondaga CSD requires that students and staff that become ill during the school day will be assessed by the school nurse and all ill students and staff will be sent home to contact your primary care provider for further guidance to determine if COVID-19 testing is needed.
- Onondaga CSD requires all visitors, guests, contractors, and vendors entering the school to follow all Onondaga CSD health screening guidelines:
  - Wear a mask and follow social distance protocols in place
  - Sign in at the main office
  - Sanitize hands
- Onondaga CSD will instruct parents/guardians to observe for signs of illness in their child that require staying home from school.
  - [Videos from CDC and NYSDOH](#)
  - <https://covid19.ongov.net/>
- Each school building will have signage to instruct staff and students for correct hand and respiratory hygiene.
  - The location of signage will be entryways, bathrooms/restrooms, locker rooms, classrooms, and offices, and any locations that staff or students occupy.
  - Onondaga CSD provides signage to instruct staff and students for correct hand and respiratory hygiene.

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- Restrooms- Stop The Spread Of Germs
- Stay Home From Work
- COVID-19 Factsheet
- Notes on Reporting:
  - For questions related to COVID-19, please contact your child's school nurse.
  - Letters will be provided to families related to verified COVID-19, incidents as applicable.
  - If there is a verified COVID-19 case, all decisions will be made in consultation with the Onondaga County Department of Health and School District Medical Director.

### ▶ Hand Hygiene Plan

Onondaga CSD handwashing protocols will include the following:

- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds), which is the preferred method;
- Alcohol-based hand sanitizers (60% alcohol or greater) stations will be located throughout common areas (e.g.: entrances, nurse's stations, cafeterias, and near high touch surfaces).
- Will have signage near hand sanitizer indicating visibly soiled hands should be washed with soap and water.
- Any staff or students unable to use hand sanitizers are permitted to wash their hands with soap and water.

Onondaga CSD provides the following:

- Facilities and supplies for hand washing including soap and water.;
- Paper towels and touch-free paper towel dispensers were feasible. Air dryers have been removed and disabled from all buildings.
- No-touch trash cans.
- Alcohol-based hand sanitizers with at least 60% alcohol or disinfectant hand wipes.
- Time in the schedule to allow for frequent hand washing.
- Promotion of proper hand washing before meals, after recess or physical education, before and after removing PPE, and other times, as appropriate.

All students and staff should wash hands, as follows:

- Upon entering the building and each classroom.
- Before and after using shared objects or surfaces (e.g.: electronic devices,

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musical instruments, writing utensils, tools, toys, desks, or tabletops).

- Before and after snacks and lunch.
- After using the bathroom.
- After helping a student with toileting or respiratory hygiene
- After sneezing, wiping or blowing your nose, or coughing into your hands.
- Upon coming in from outdoors.
- Anytime hands are visibly soiled.

### ► Respiratory Hygiene Plan

- All students and staff should cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately. Onondaga CSD provides tissues in each classroom and common areas.
- If no tissue is available, using the inside of the elbow (or shirtsleeve) to cover the mouth or nose is preferable to using the hands.
- Students and staff should always perform hand hygiene after sneezing, coughing, and handling dirty tissues or other soiled material.

### ► Social Distancing

The Onondaga CSD buildings will ensure all persons in school buildings wear a mask and practice social distance. Onondaga CSD defines social distance as keeping a **three-foot** space between yourself and others.

Onondaga CSD will ensure that student groupings are as static as possible by having the same group of students stay together when possible. The steps our district is taking are listed below:

- The size of groups of students is determined by the number of students who can be in each classroom while maintaining 3 feet social distance.
- We will have a continuation of the following stagger arrival plan:
  - Wheeler ES- 7:30
  - Jr. & Sr. High School- 7:35
  - Rockwell ES- 8:30
- Onondaga CSD has turned to face the same direction in all rooms, including staff members.
- Onondaga CSD will open windows to improve ventilation.

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- Onondaga CSD will keep individual student belongings separated and limit the use of shared supplies.

## Follow Everyday Health Habits

- Stay at least 3 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



This update (Dated August 17, 2021) to the Onondaga Central School District Reopening Plan is an edit and represents changes associated with the Social and Physical Distancing modifications provided by both the Center for Disease Control (CDC) and the Onondaga County Health Department (OCHD). The change from 6 feet to 3 feet [while employing a universal mask-wearing protocol] makes this modification both possible and effective.

Below are the ongoing and associated changes with the New York State Department of Health Assurances:

- The **CDC announced on August 5, 2021**, indicating they were updating their K-12 School Guidance to reflect the latest science on the physical distance between students in classrooms of at least 3 feet in classroom settings.
- The CDC recommends, when possible, at least 3 feet of distance between adults in school buildings and between adults and students; in common areas such as school lobbies and auditoriums; when masks can't be worn – when possible such as when eating; and, during activities when increased exhalation occurs – such as singing, shouting, band practice, sports, or exercise. These activities should be moved outdoors or in large, well-ventilated spaces where possible.
- Based on the research and available studies, the CDC suggests that the evidence indicates that physical distancing of at least 3 feet between students can safely be adopted in classroom settings where mask use is universal and other prevention measures are taken.
- The topic of barrier utilization has been removed while physical distancing can be maintained (with universal mask-wearing protocols are used); it was also suggested that a continuation of mitigation measures be practiced ... including handwashing hygiene, mask-wearing, and

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maintaining appropriate social and physical distances (as described above).

- **UPDATE:** With the recent changes made by both the Center for Disease Control (CDC) and with our local Onondaga County Health Department, we have adopted the modification for physical distancing from 6 feet to 3 feet with a mandated universal mask-wearing policy. Additionally, we are also updating the expectations for individuals participating in activities that require projecting the voice or playing a wind/brass instrument - with a reduction in physical distancing from 6 to 3 feet - requiring a mask at all times.

### **NYS Travel Guidance:**

- OCS will follow the CDC and NYSDOH guidance

### **►Vulnerable Students**

Onondaga CSD will provide academic accommodations to students with documented medical conditions who are at high risk. Distance/Remote Learning with the **OCM BOCES Program** is available for the year for students with medical needs and a physician's note. Contact your building principal with questions or concerns.

### **►Homeschooling**

Families choosing not to send their child/children to school will need to enroll in Homeschooling. Parents/guardians, please contact your child's building principal.

### **►Visitors**

Onondaga CSD follows [OSHA COVID-19 guidance for its](#) visitors along with the [guidance put forth by the CDC](#) in partnership with our local health department. Onondaga CSD is ensuring we have adequate supplies of PPE by working through cooperative purchases through our BOCES and collaborating with our local health department. All visitors must wear face coverings while indoors.

### **►Face Covering**

Onondaga CSD will follow CDC recommendations for face coverings and provide acceptable face coverings to employees and students. We have an adequate supply in case of need for replacement. Onondaga CSD does allow employees to wear their own acceptable face covering. For employees and students with healthcare provider documentation stating they are not medically able to tolerate face covering, we will work with the employees and students to provide alternative accommodation for PPE. Classroom teachers will provide mask breaks periodically during the school day based on

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the developmental and unique needs of all students.

Onondaga CSD provides instructions on our district webpage, [COVID-19 - Reopening Schools Information | Onondaga Central School District](#) to all students, parents/guardians, and staff, contractors, and vendors on:

- The proper way to wear face coverings.
- Washing hands before putting on and after removing their face covering.
- The proper way to discard disposable face coverings.
- The importance of daily cleaning of reusable face coverings.
- Face coverings are for individual use only and should not be shared.

Please note: Students and staff may use alternate PPE (i.e.: face coverings that are transparent at or around the mouth) for instruction or interventions that require visualization of the movement of the lips and/or mouths (e.g.: speech therapy). These alternate coverings may also be used for certain students (e.g.: hearing impaired) who benefit from being able to see more of the face of the staff member. Students and staff will be provided with any interventions directly related to their IEP and 504 plan.

Onondaga CSD is ensuring we have adequate supplies of PPE by working through cooperative purchases through our BOCES and collaborating with our local health department.

Onondaga CSD will follow Onondaga County DOH guidance and protocol for actions to be taken if there is a confirmed case of COVID-19 in the school.

### **Wear your Mask Correctly:**

- Wash your hands before putting on your mask
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- CDC does not recommend the use of masks or cloth masks for source control if they have an exhalation valve or vent

### **Protocols for Staff/Students in School with Symptoms of Illness**

Onondaga CSD requires students and staff with symptoms of illness to be sent to the health office. The school nurses at each location are available to assess individuals: Deborah Rohe at the Jr./Sr.

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High School, Lindsey Yonko-Gardner at Wheeler Elementary, and Patricia Cormier at Rockwell Elementary.

If a school nurse is not available, Onondaga CSD Administration will have to isolate and dismiss any student or staff member who has a fever or other symptoms of COVID-19 that are not explained by a chronic health condition for follow-up with a health care provider.

Onondaga CSD follows Education Law § 906, which provides whenever a student in the public schools shows symptoms of any communicable or infectious disease reportable under the public health law that imposes a significant risk of infection of others in the school, he or she shall be excluded from the school and sent home immediately, in a safe and proper conveyance. The director of school health services shall immediately notify a local public health agency of any disease reportable under the public health law. The director of school health services or other health professionals will act accordingly.

Effective February 1, 2020, the 2019-Novel Coronavirus was added to the Public Health Law as a significant threat to public health, and the NYS Commissioner of Health designated 2019-Novel Coronavirus as a communicable disease under 10 NYCRR Section 2.1. The director of school health services or other health professionals acting upon the direction or referral of the school medical director may make such evaluations of teachers and any other school employees, school buildings, and premises as, in their discretion, they may deem necessary to protect the health of the students and staff.

Onondaga CSD requires school staff to immediately report any illness of students or staff to the school nurse or other designated school staff. Such reports are made in compliance with FERPA, and Education Law 2-d.

Students suspected of having COVID-19 awaiting transport home by the parent/guardian will be isolated in a room or area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may be in this isolation room if they can be separated by at least 3 feet.

Onondaga CSD will take the following steps:

- Closing off areas used by a sick person and not using these areas until after cleaning and disinfection have occurred.
- Opening outside doors and windows to increase air circulation in the area.

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- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
- Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
- Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.
- If a separate room is not available, Onondaga CSD will ensure that person keeps at least a 3-foot distance between ill students. If they cannot be isolated in a separate room from others, we will provide a facemask (e.g.: cloth or surgical mask) to the student if the ill person can tolerate wearing it and does not have difficulty breathing,
- Onondaga CSD refers to the DOH’s “Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure” for information on “close and proximate” contacts.
- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection are not necessary, but routine cleaning and disinfection will continue.

The following steps will be taken to prevent the possible transmission of the virus to others while waiting for transportation home:

- Students should be escorted from the isolation area to the parent/guardian.
- The parent or guardian will be instructed to call their health care provider, or if they do not have a health care provider, to follow up with a local clinic or urgent care center.
- Symptomatic students or staff members will follow CDC’s Stay Home When You Are Sick guidance unless otherwise directed by a healthcare provider or the local department of health.
- If the student or staff member has emergency warning signs such as trouble breathing, persistent pain or pressure in the chest, new confusion, inability to arouse, bluish lips or face, Onondaga CSD will call 911 and notify the operator that the person may have COVID-19.
- Onondaga CSD staff are aware of the symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C) associated with COVID-19, which is a serious condition associated with COVID-19 in children and youth. Employees should notify the parent/guardian if their child shows any of the following symptoms and recommend the child be referred for an immediate follow up with a healthcare provider:
  - Fever
  - Vomiting
  - Abdominal pain
  - Diarrhea

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- Neck pain
- Rash
- Bloodshot eyes
- Feeling extra tired

Staff must call for emergency transport (911) following district policies 7000.7520, for any student showing any of these emergency warning signs of MIS-C or other concerning signs:

- trouble breathing
- pain or pressure in the chest that does not go away
- new confusion
- inability to wake or stay awake
- bluish lips or face
- severe abdominal pain

If a student or staff member reports having tested positive for COVID-19, school administrators or his/her designee should notify the local health department to determine what steps are needed for the school community.

### ▶ **Return to School After Illness**

Onondaga CSD follows Onondaga County DOH and CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19:

- If they have been diagnosed with another condition and have a healthcare provider's written note stating they are clear to return to school.
- If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:
  - It has been at least ten days since the individual first had symptoms.
  - It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.
  - Once there is no fever, without the use of fever-reducing medicines, and they have felt well for 24 hours.

### ▶ **COVID-19 Testing and Tracing**

Onondaga CSD complies with Onondaga County DOH. We require testing for unvaccinated staff members. Students or staff members with symptoms will be required to take a COVID-19 test. The decision of whether a test needs to be conducted should be determined by a

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healthcare provider or the local department of health.

**Testing** – If and when a student or staff presents signs or symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> ), the individual will be sent home. The parent or guardian of the student should consult with their child’s doctor if they should be tested for COVID-19. Staff members who report any symptoms of COVID-19 should contact their primary care primary and discuss whether or not testing is appropriate. If a family does not have a doctor or the doctor is unavailable, please contact any of the following:

- Covid19.ongov.net
- [Upstate University Hospital's Triage Line](#) at 315-464-3979
- Onondaga County Health Dept
- Syracuse Community Health Center, 819 S. Salina St., Syracuse, NY (every M-F from 9-5 pm and Sat from 9-1 pm)
- Testing is also available through primary care offices and local hospitals
- Urgent Care (ex.WellNow)

Please note that when an individual with symptoms is tested for COVID-19, they are asked to quarantine by their healthcare provider until they receive their test result. If the test comes back negative, they are notified by their healthcare provider and no longer need to quarantine and may return to school after symptoms have resolved; unless the individual was placed into quarantine due to exposure to a positive case. In this instance, the individual will complete the full quarantine period regardless of a negative test result. If the test comes back positive, they are notified by their healthcare provider and Onondaga County Health Department will contact them for a case investigation. The individual will be issued an order for isolation for a minimum of 10 days from symptom onset. The Health Department will conduct daily follow up and release the individual from isolation when appropriate.

### ▶ **Contact Tracing**

Onondaga CSD cooperates with state and local health department contact tracing. We assist public health departments in knowing who may have had a contact at school with a confirmed case by:

- Keeping accurate attendance records of students and staff members.
- Ensuring student schedules are up to date.

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- Keeping a log of any visitors which includes the date, time, and where in the school they visited.
- Assisting local health departments in tracing all contacts of the individual at school following the protocol, training, and tools provided through the New York State Contact Tracing Program.
- Maintaining confidentiality as required by federal and state laws and regulations.

OCHD is primarily responsible for investigating each reported positive COVID-19 case and tracing all those with close contacts to implement Isolation and Quarantine orders. Following CDC guidance:

- Fully vaccinated close contacts:
  - Should be referred for COVID-19 testing.
  - If asymptomatic, they do not need to quarantine at home following an exposure (they can continue to attend school in-person and participate in other activities). In addition to correctly wearing masks in school, they should wear a mask in other indoor public settings for 14 days or until they receive a negative test result on a molecular PCR test collected 3-5 days after contact.
- Unvaccinated close contacts:
  - Should be referred for COVID-19 testing.
  - Regardless of the test result, they should be in mandatory quarantine at home for 10 days after exposure.
- Masked students with close contact (less than 6 feet, cumulative 15 min in a 24 hr period) who are within 3 to 6 feet of an infected student in a K-12 indoor classroom will not be quarantined.
- Schools should report new diagnoses of COVID-19 to OCHD as soon as they are informed.

**Once a lab-confirmed case has been reported to the Onondaga County Health Department (OCHD):**

- A staff person (case investigator) from OCHD will contact the confirmed case and their parent/guardian in the case of a student.
- The confirmed case is interviewed and contacts identified. (those who came within six feet of the positive case for at least 10 minutes).
- School personnel assists the health department in identifying specifics about the

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exposure.

- The confirmed case is in isolation for 10 days.
- Release from isolation can only be granted by OCHD.

**Contact Tracer will interview all contacts:**

- All contacts of the confirmed case are interviewed to determine exposure risk.
- A 10-day quarantine is issued by the contact tracer for all close contacts of the confirmed case.

**Quarantine Process:**

- Those directed to quarantine will be monitored by contact tracers for signs and symptoms of COVID-19
- Contacts who develop symptoms become a Person Under Investigation (PUI) and are referred for testing and further investigation
- Positive tests are reported to OCHD and the process begins again
- Release from quarantine can only be granted by OCHD.

**Guidance from the Health Department on school closure related to positive cases**

- The closure may occur with the consultation and guidance of OCHD and can vary depending on the situation.

Onondaga CSD administrators will consider closing the school if absentee rates impact the ability of the school to operate safely. Onondaga CSD may choose to modify operations that affect before and aftercare programs. Onondaga CSD does NOT run a before or aftercare program. BACOL's before and aftercare program will comply with Onondaga CSD COVID Plan and DOH, NYSED, and CDC guidelines outlined in the pandemic for reopening.

Onondaga CSD's reopening plan designates Jennifer Woody, [jwoody@ocs.cnyric.org](mailto:jwoody@ocs.cnyric.org) (315-552-5001) as the COVID-19 safety coordinator (administrator). Her responsibilities include 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.

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## ► Facilities Assurances

Onondaga CSD's reopening plan does not include changes or additions to facilities and complies with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code and will submit all changes to OFP.

Onondaga CSD's opening plan ensures compliance with the 2020 Building Condition Survey and Visual Inspection, where applicable. Each Building Visual Inspection was completed on June 4, 2020. All buildings were entered into the portal on July 22, 2020.

Onondaga CSD's reopening plan provides provisions to conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4. We plan to move forward with testing as soon as we have school in session again. All first-draw water samples will be collected by June 2021.

Onondaga CSD's reopening plan ensures all existing and new Alcohol-based Hand-Rub Dispensers which are installed in any location are following FCNYS 2020 Section 5705.5.

Onondaga CSD's opening plan does NOT include the installation of dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points that students congregate. Changes will ensure the submission of detailed floor plans to OFP for review.

Onondaga CSD's opening plan does NOT include the use of new building construction or temporary quarter projects, but changes will be submitted to OFP for a full code review.

Onondaga CSD's opening plan does NOT include new facilities for leasing, but changes to the plan will be consulted with OFP for a preliminary evaluation.

Onondaga CSD's opening plan does NOT include the temporary or permanent use of tents. But, these changes will provide plans adhering to the BCNYS.

Onondaga CSD's opening plan does ensure that the existing or altered number of toilet and sink fixtures meet the minimum standards of the BCNYS.

Onondaga CSD's opening plan ensures that each building provides one drinking fountain per one

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hundred occupants or provides a written plan for a reasonable alternative source of drinking water. Current drinking fountains have been converted to bottle filler only and/or turned off.

Onondaga CSD's opening plan provides written plans on how to maintain adequate, code-required ventilation (natural or mechanical) as designed.

Onondaga CSD's opening plan ensures that all project submissions only dedicated to "COVID-19 Reopening" will be labeled as such. At this time, Onondaga CSD does NOT have a COVID-19 dedicated project for submission.

Onondaga CSD's opening plan includes the use of plastic separators, which comply with the 2020 BCNYS Section 2606.

## **Child Nutrition Assurances**

Onondaga CSD's opening plan provides all students enrolled in the SFA with access to school meals each school day. This must include students in attendance at school and students learning remotely.

Onondaga CSD's plan for child nutrition includes the provision of meals for all students, regardless of the mode of instruction:

- Students in attendance at school – Breakfast and lunch options will be offered daily as well as limited ala-carte choices. The District is implementing a remote ordering system, through our menu company Nutrislice, Inc., to minimize lunch lines and staff/student contact for meal distribution.
- Students/Parents will be encouraged to bring meals from home if they can do so. This would dramatically minimize staff/student contact for breakfast and lunch.
- Students/Parents have the option to pre-order meals by a preset cut-off time for the next day. Weekly ordering will be encouraged. Parents will have the ability to cancel orders daily, by a preset cut-off time, should their child be absent on any particular day.
- By ordering in advance, staff will be able to prepare and pre-packaged foods in a more efficient manner based on student orders and meal schedules.
- When common areas are utilized, meals will still be prepared and pre-packaged for student grab and go, or pre-distributed to assigned seating in cafeterias or other designated eating areas.
- Onondaga CSD's opening plan includes protocols and procedures for how students will

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perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged. All students will wash hands in their classroom, or use hand sanitizer when sinks are not available, before consuming meals. No food or beverage will be allowed to be shared during any meals and staff will remind students and enforce that policy.

- Onondaga CSD's opening plan includes protocols and procedures that require cleaning and disinfection before the next group of students arriving for meals if served in the same common area.
  - **Jr./Sr. High School** - Daily disinfecting of meal serving areas in the cafeteria between groups of students.
  - **Wheeler ES** - Daily disinfecting of meal serving areas in the cafeteria or small gymnasium between groups of students.
  - **Rockwell ES** - Daily disinfecting of meal serving areas in the cafeteria between groups of students.

While the return to a remote program is **not desired** for many reasons, our emergency food distribution program was successful to meet the needs of our students.

Onondaga CSD participates in the National School Lunch Program. We will comply with all of the program requirements. Onondaga CSD's opening plan includes protocols that describe communication with families through multiple means in the languages spoken by families. Early distribution of free and reduced lunch applications and supplemental information. (Available in multiple languages):

- Application information is available on the District's website: [www.onondagacsd.org](http://www.onondagacsd.org) – Click District Services – Click Food Service
- Applications will be accepted electronically, by US Mail, or in-person via student drop-off with their homeroom teacher.
- Phone and email assistance will be available and the District contact person's information, including phone number and email, will be made available in all documents and online.
- Onondaga CSD's reopening plan requires that students maintain social distance (three feet separation) while consuming meals in school.

## ▶ Transportation

Onondaga CSD will ensure all buses (conforming and non-conforming to Federal Motor Carrier

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Safety Standards, as well as type A, C, or D) which are used every day by districts and contract carriers will be cleaned/disinfected once a day. We will be disinfecting all of the high contact surface areas on the bus at least once each day.

Onondaga CSD will follow the guidelines outlined in Executive Order 202 stating that students and Transportation Personnel will be authorized to carry personal-size bottles of sanitizer. These bottles will be less than 8 ounces in volume and must remain secured when not in use by the individual.

All SED notifications will be posted along with reminders in the transportation facility. These notifications will also be covered in the training that will take place before school starts.

Onondaga CSD will ensure that school bus drivers, monitors, attendants, and mechanics must wear a face-covering. All transportation staff will be trained that face masks are mandatory and face shields are optional. If the staff does not have their mask, one will be provided to them along with an optional face shield if they desire.

Onondaga CSD will ensure that transportation staff (drivers, monitors, attendants, mechanics, and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19. Transportation staff will be trained on wearing masks and other facial coverings. Also, the use of gloves as an option unless direct contact with a student is required then gloves are mandatory. Staff will be instructed on the symptoms of COVID-19 and if they experience any of these symptoms to stay home.

Onondaga CSD will ensure that transportation departments/carriers will need to provide personal protective equipment such as masks and gloves for drivers, monitors, and attendants in buses. The district will provide cloth masks that will be assigned to each staff member. Additional cloth masks will be available as needed and for replacements. Face shields will also be provided if drivers and/or attendants desire an additional face covering. Gloves will be available daily if staff members desire to use additional PPE. Staff will be trained that if they need to have direct contact with students gloves are mandatory.

Onondaga CSD will ensure that hand sanitizers will be provided for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms, and/or bus garages. We currently have several locations within the transportation facility with wall-mounted sanitizing units. We also

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have tabletop sanitizers available along with a sink and soap for washing hands with disposable towels.

Onondaga CSD will ensure that drivers, monitors, and attendants who must have direct physical contact with a child must wear gloves. The use of gloves will be discussed in the training and gloves are readily available in the transportation department. Staff will be trained that if direct contact is required with a student then gloves are mandatory and they need to be disposed of after each contact.

Onondaga CSD will ensure that school bus drivers, monitors, attendants, and mechanics shall perform a self-health assessment for symptoms of COVID-19 before arriving at work.

Onondaga CSD will ensure that students **wear masks on school buses**. Masks need to be on before boarding the bus and need to stay on until after exiting the bus. Students with a documented medical condition that would prevent them from wearing a mask will not be forced to do so or denied transportation. Per SED and CDC guidance, Social distancing is not required on school buses.

Onondaga CSD will ensure that students who do not have a mask will NOT be denied transportation. Students will be encouraged to utilize their masks, but if they do not have one, a disposable one will be provided for their use. There will also be masks at the school entrance for students that do not have one if they are self transported to school.

Onondaga CSD will ensure that students are to be trained and provided periodic reminders on the proper use of personal protective equipment and the signs and symptoms of COVID-19. Information will be provided to families before students enter the buildings. Students will also be trained on the proper use of PPE and the signs and symptoms of COVID-19 on their first day of school.

Onondaga CSD will ensure that pupil transportation will continue to be provided to nonpublic, parochial, private, charter schools students following all parameters previously established by the New York State Education Department and NYS Education Law.

### ► **Social-Emotional Well-Being**

The Onondaga Central School District Guidance Counselors and Social Workers have developed a

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comprehensive Guidance Plan that addresses the needs of students PreK - 12. This plan has been updated and met Board of Education approval for the 2021-2022 school year. This plan is meant to address the social-emotional needs of all students and to support faculty in addressing those needs.

The above-mentioned plan was developed by certified school counselors, licensed social workers, and the school psychologist. Additionally, input from school personnel and the community was sought and included.

The district guidance counselors and social workers have developed a Teacher Referral Form for counseling services specifically designed to aid in the identification of behavioral and or mental health concerns of students and will address students' emotional health needs. In addition, there is written guidance addressing what these behaviors may look like so that staff can watch for and identify these symptoms with their students.

Opportunities for PD are continually provided through OCM BOCES staff development workshops. Guidance and the social workers on staff will provide information and (age) appropriate suggestions to help deal with trauma, both for students and staff, at faculty meetings. Written documents providing guidance from the National Association of School Psychologists regarding ways to help children cope with changes from COVID-19 will be given to all staff.

## ► School Schedules

Onondaga Central School will return to in-person instruction for all students PreK-12 five days a week. Standard assessment and grading procedures will apply.

- Rockwell ES student day 8:30-3:00
- Wheeler ES student day 7:35-2:15
- Jr/Sr HS student day 7:45-2:20

## ► Attendance & Chronic Absenteeism

Onondaga CSD will utilize Schooltool to collect and report daily student attendance and period-by-period attendance. We will follow established practices to contact parents/guardians

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when students are absent from school or class. Staff daily attendance will be tracked and monitored. Sick children and staff will be encouraged to remain home. COVID-19 district or regional spikes/incidences will be tracked for planning purposes. New York State thresholds will be adhered to following health department guidelines related to classroom/school building closures.

### ▶ **Technology & Connectivity**

Onondaga CSD's opening plan ensures we will be ready to make a shift to other modes of instruction if the pandemic warrants. Onondaga CSD teachers will be using Google Classroom to facilitate a transition to remote learning if the need arises.

### ▶ **Teaching & Learning**

The Onondaga CSD plan includes an educational program that is aligned to the New York State Learning Standards (or, for charter schools, the standards outlined in the school's charter) and instruction is delivered in person. The Onondaga CSD plan provides for a program that includes regular substantive interaction between teachers and students.

Onondaga CSD will contract cooperative agencies and will attest that they have measures in place to ensure these agencies will follow health and safety guidelines outlined in NYSED guidance and required by the New York State Department of Health.

### ▶ **Special Education**

The school opening plan will address the provision of FAPE consistent with the need to protect the health and safety of students with disabilities and those providing special education and services. Google Classroom parent/guardian invite, parents can select how often they would like to receive notifications about assignments.

The school opening plan must address 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. For anything that is sent home, we will use Google Translate to share information about how we are meeting the requirements students will have during the school year.

The school opening plan must address 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

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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. The CSE Chair will determine how CSE's will be scheduled and how IEP/504 information will be distributed to parents/guardians, teachers, and service providers.

The school opening plan **must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology** (including assistive technology) to meet the unique disability-related needs of students. Example: Normal procedures continue as normal. IEP/504 plans. Planning with Gen. Ed. teachers & documenting modifications for assignments, quizzes, tests, projects, etc.

The school opening plan must address **how it will document the programs and services offered and provided to students with disabilities as well as communications with parents**, in their preferred language or mode of communication, ie. Log conversations in the Notes section of the School Tool and personal documentation logs to reflect the nature of meetings.

Schools will determine how **documentation will be maintained on the instruction and services that were provided to each student so that it may be communicated to the CPSE/CSE for consideration when making any individualized determinations of subsequent student needs**, including transition services. The Resource Rooms/Special Education teachers will continue to provide daily instruction to meet student's needs as identified in their IEP and 504 plans.

Schools will consider how **formative assessment and ongoing monitoring of student progress will be documented and maintained** and how that documentation will be available to the CPSE/CSE and parents, in their preferred language or mode of communication, i.e. Mail home Progress Monitoring on IEP goals along with marking period report cards.

Schools will maintain documentation of collaboration with parents to develop any contingency remote learning plans that may be implemented during school closure. Schools will inform parents about any closures via ParentSquare, PeachJar, Cell phone, Email, District website, and Newsletter.

## ► IEP Implementation Documentation

Onondaga CSD's opening plan addresses the provision of free appropriate public education (FAPE) consistent with the need to protect the health and safety of students with disabilities and

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those providing special education and services. Provision of services will be consistent with the IEP/504 plan of the student. Students with disabilities will have access to all classroom programs, instruction, and materials that are provided for all students.

Onondaga CSD's opening plan addresses how it will document the programs and services offered and provided to students with disabilities, as well as communications with parents. Data on progress monitoring and assessments will continue and be documented in the appropriate section of the IEP. In addition, as part of the regular classroom communications, student programming, progress and grading will be shared with the parents.

Onondaga CSD's opening plan addresses 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. The CSE/CPSE will continue to follow state and federal guidelines, hold required meetings for initial and or program reviews. In-person and/or video conferencing will be used to hold meetings.

Onondaga CSD's opening plan addresses 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. The CSE/CPSE chairs will continue to meet and monitor the program and provision of services to maintain consistent understanding and delivery of services for students with educational disabilities.

Onondaga CSD's plan must ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability-related needs of students. Each building's special education staff will continue to inform teaching staff of the unique needs of those students with an educational disability. Each teacher is required to document their receipt of this information and their knowledge of the student's IEP/504 plan and their knowledge of the student's IEP/504 plan at the beginning of the school year.

## ► **Bilingual Education & World Languages - Required Notices**

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Onondaga CSD's opening plan includes opening using in-person for all students who enroll during the summer of 2021 and for the 2021-22 school year. Identification of ELLs will include all students within the required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.

Onondaga CSD's requires instructional Units of Study to all ELLs based on their most recently measured English language proficiency level during in-person. [Units of Study and Staff Requirements: ENL \(K-8\)](#) [Units of Study and Staffing Requirements: ENL \(9-12\)](#) [Additional Units of Study and Staff Requirements for TBE](#) Former ELLs at the Commanding level of proficiency within two years of exiting ELL status are to continue receiving Former ELL services in the form of Integrated ENL or other former ELL services approved by the Commissioner under Part 154-2.3(h).

Onondaga CSD will ensure regular communication with parents/guardians of ELLs 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 (e.g. text, robocalls, What's App, emails...). [Parent Engagement Resources from OBE WL](#)

### ► **Teacher & Principal Evaluation System - Required Notices**

Onondaga CSD will ensure that all teachers and principals are evaluated according to the LEA's currently approved APPR plan (or, for charter schools, the school's charter), including any variance applications approved by the Department. Onondaga CSD will continue to evaluate teachers and principals using the approved APPR plan.

### ► **Certification, Incidental Teaching, & Substitute Teaching Required Notices**

Onondaga CSD will ensure 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.

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