# School Re-opening Plan for State Education Department

School DBN: 32K045

## Communication/Family and Community Engagement

Identify the point person(s) who will be responsible for regular and consistent communications with students, parents, staff, and visitors regarding your school’s reopening plan, inclusive of applicable instructions, translation/interpretation, training, signage, etc:

Deborah Augustin, Assistant Principal
Asia Witherspoon, Assistant Principal
Linda Jakes, Parent Coordinator
Nadine Marshall, Principal

## Health and Safety

Identify the point person(s) responsible for ensuring all students in your school are taught or trained how to follow new COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene:

Patrice Imaralu, Special Education Liaison
Valena Bratton, School Dean

Identify the point person(s) for your school who will be responsible for the assessment of ill students:

Joylyn Frederick, DOH Nurse

Confirm the dedicated isolation area at your school where students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire will be sent (and students supervised), prior to being picked up or otherwise sent home:

Room 270

Identify the designated COVID-19 safety coordinator (administrator) for your school whose responsibilities include continuous compliance with all aspects of the school’s reopening plan, as well as any phased-in reopening activities:

Deborah Augustin, Assistant Principal
Asia Witherspoon, Assistant Principal

## Social Emotional Well-Being

Identify the certified school counselor(s) that will be responsible for establishing an advisory council or other collaborative working group to inform the development/updating of your school's comprehensive developmental school counseling program plan to meet current needs:

Robert Benetos, Guidance Counselor

Describe your school’s continuity of learning plan for the 2020-2021 school year that will prepare all students for in-person, remote, and hybrid models of instruction aligned with New York State Learning Standards and incorporating culturally responsive-sustaining education (CR-SE) practices. Indicate the curriculum and instruction to be implemented for all grades served by your school (including pre-k, if applicable):

For the 2020-21 school year, our school will be implementing an innovative “blended learning” model to provide the maximum number of students’ access to in-person instruction while following health and safety guidance for social distancing. In a blended learning model, our students will rotate in groups between in-person and remote learning. The blended learning model that our school will be implementing was selected in consultation with our school community stakeholders, based on analysis of system-wide constraints, national research, international best practices, parent and student surveys, and school leader focus groups.

Families will also have the choice to opt-in to an all-remote schedule next fall. Students will not need a medical reason to register for this option. Families will have the option to transition to blended learning during set time periods for their child, and will be asked to register two weeks prior to the start of when their child would switch to-in person instruction to give our school time to plan.

The details of our programming model are described below.

We have selected Model 1A which is designed for students to attend school in person every other day with enrichment occurring on alternate Mondays for each in person group. The design is as follows: there will be two in person cohorts and one remote cohort. Group A will attend school in person on Tuesdays and Thursdays and Group B will attend on Wednesdays and Fridays. Groups A and B will rotate attendance on Mondays giving each group 5 in person instructional days every two weeks. Group D will engage in remote instruction every day as per parent request. Group D consists of students who opted out of in-person instruction.

Students across the NYCDOE will return to school this fall with unfinished learning. Coupled
with this, many students will also return to school with considerable anxiety and trauma. This
fall, knowing students well will be more important than ever. In lieu of beginning the school year with traditional measures to assess academic levels and potential learning loss; we believe getting to know students on a personal level is of the utmost importance. We also believe that understanding students' background, culture, life experiences as well as creating a safe and trusting learning environment, is the first step in re-engaging with students, upon their return to school. We will utilize the Kids at Hope cultural framework, Sanford Harmony resources and Restorative Circles to address the social emotional needs of our students.

To ensure continuity of learning, teachers will have time to coordinate instruction and plan
together. Planning periods will provide teachers who are working together to support a group
of students (e.g. in person and all-remote, ICT, SETSS and, etc.) time to plan for a coordinated,
seamless instructional approach. School staff will have time at the beginning of the day for
coordinating instruction to address continuity of learning for all students (in-person and all remote) and services/supports (e.g., SWDs, MLLs). This will take place for 30 minutes before the
students’ instructional day begins. Our teachers will be scheduled for 30 minutes of
collaborative planning time from 8:10 AM – 8:40 AM, with students starting the school day at
8:45 AM. A menu of options will be shared for what this collaborative time may be used for, but
an emphasis will be placed on the collaboration and planning between remote teachers and
in-person teachers who share students.

Identify the communications protocols and point person(s) that students and their families/caregivers can contact if they have questions about their instruction and/or technology:

Our school's communication protocol is as follows: all information regarding our school's Re-opening plan will be posted on our school's website https://www.psis45khoraceegreeneschool.org. Our families/caregivers will be able to view our website in their choice of language. In addition, we will utilize phone calls via School Messenger, Google classroom, Remind and Class dojo applications to ensure that information is sent out in a variety of formats.

Office hours will be built in to our daily schedule so that families will be able to communicate directly with teachers. Teachers will have 20 minutes of daily Office Hours scheduled during the workday to
communicate virtually with families and students. To engage students and families, our school will
allot time in the teachers’ schedules where all teachers are available to meet with students and
families via video conference or telephone. This will allow teachers to offer support and
guidance to students and families as well as provide updates related to student progress and
learning.

Our Schools will utilize our Language Translation and Interpretation Plans for Parents to ensure
parents whose preferred language is other than English are provided with meaningful
opportunities to participate in and have access to programs and services critical to their child’s
education. In these plans, schools will document their (1) procedures for identification and
assessment of parents’ language preferences, (2) communications calendar for documents and
meetings that require translation and interpretation services, (3) trainings that ensure all staff
adhere to Chancellor’s Regulation A-633, (4) procedures for keeping parents informed of their
rights to language assistance services, and (5) mechanisms for gathering feedback from parents
to inform quality improvement of language services.

As stated previously, families/caregivers will have access to our school's website https://www.psis45khoraceegreeneschool.org and communication tools (Google Classroom, Remind, Class Dojo) to get up to date information regarding our school's re-opening plan. Families will be notified of their student’s specific schedule by August 21, 2020.

The following staff members can be contacted for assistance with questions about instruction and technology: Linda Jakes, Parent Coordinator
Deborah Augustin, AP
Asia Witherspoon, AP

## Special Education

Identify the point person(s) (administrator) for your school who will be responsible for ensuring continuous compliance with all mandates for the provision of special education services to students with IEPs, and meaningful communication with parents (and staff) regarding the provision of services to his/her child to meet the requirements of the IDEA:

Deborah Augustin, AP
Patrice Imaralu, Special Education Liaison

## Bilingual Education and World Languages

Identify the point person(s) (administrator) for your school who will be responsible for ensuring continuous compliance with all mandates for the provision of Bilingual and English as a New Language (ENL) programming to ELLs/MLLs, as required by Commissioner’s Regulations Part 154, and meaningful communication with parents/guardians of ELLs/MLLs in their preferred language and mode of communication:

Asia Witherspoon, AP
Sandra Cordero, ENL Coordinator