



H O M E O F T H E
GOLDEN EAGLES

GALWAY JUNIOR/ SCHOOL HIGH SCHOOL REENTRY PLAN

5317 Sacandaga Road

Galway, NY 12074

BEDS Code: 520701040002

APRIL 22, 2021 UPDATES IN GREEN

This document was prepared by the Galway COVID Task Force

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INTRODUCTION

Dear Galway Junior/Senior High School Families:

As we are all aware, there is nothing we have been through these past three months that came with a training manual. Our formal education did not prepare us for a pandemic and was simply not something we ever expected to endure. I want to thank you for your resiliency, compassion, and devotion you have shown your children and the Galway Junior/Senior High School community during these uncertain times.

This guidance is our initial fall reopening plan, which is established first and foremost through the data and science provided by the Department of Health. Our framework follows the recommended hygiene, physical distancing and other public health considerations provided to us through the NYS Department of Health and NYS Education Department.

It is the expectation that Galway Junior/Senior High School will open this fall on a hybrid model of both in-person learning and virtual learning. We will follow a M/W for students with the last name A-K and T/TH for students with the last name L-Z for on site learning followed by remote instruction on opposite days. This will allow our students to remain socially distant when they are on campus.

Should a determination be made, at any point during the school year, by the Governor or Department of Health in conjunction with the Superintendent requiring Galway Junior/Senior High School to postpone in-person learning, we will immediately transition into remote instruction.

Thank you for your continued support of the Galway Junior/Senior High School. We will take all necessary steps to keep our students, staff, and community safe. Together we will soar above the storm.

**Michael R. Miller
Principal
Galway Junior/Senior High School**

COMMUNICATION/ FAMILY AND COMMUNITY ENGAGEMENT

Our school district affirms and attests that we have reviewed and understood all state-issued industry guidelines and will submit our plans for reopening to them. We will post copies of our finished plan on the school website and inconspicuous areas across school buildings and

facilities. Throughout the course of this process, we will also develop consistent communication plans to ensure that members of the school community are kept up-to-date with all developments and changes to our plan. This process will be managed through verbal instruction, posted signage consistent with DOH COVID-19 signage, a COVID-19 webpage, mail, email, and video. We will also develop communications for students and families about how to prepare for the upcoming school year, including specific information on the social distancing requirements, how to properly wear a face covering, and proper hand and respiratory hygiene.

Goal: Inform the Galway Central School District Community how learning will continue in the midst of a global pandemic while minimizing the risk of spreading the virus.

Please note: all communications are developed collaboratively with the K-12 COVID Task Force with final approval from Mrs. Donovan, Superintendent or her designee.

| Milestone/ Event | Purpose | Audience | Method | Frequency | Owner/ Sender |
|--|--|---|--|---|---|
| Return to in-person instruction | <ul style="list-style-type: none"> ● Provide instructions on new protocols and procedures ● Outline trainings for new protocols and procedures ● Establish expectations for consistent communications going forward | <ul style="list-style-type: none"> ● Administrators ● School leaders ● Faculty ● Staff ● Parents/legal guardians ● Students ● Local Health Depts. & Providers ● Municipal Leaders ● Community-Based Groups | <ul style="list-style-type: none"> ● Mail ● Website ● Email ● SchoolMessenger ● Video | 1x prior to start of in-person learning | <ul style="list-style-type: none"> ● Superintendent ● Director of Communication |
| Welcome Letters | <ul style="list-style-type: none"> ● Establish a sense of excitement for students to return to learning ● Detailed information about transportation, schedules, | <ul style="list-style-type: none"> ● Administrators ● School leaders ● Faculty ● Staff Parents/legal guardians ● Students ● Local Health Depts. And Providers ● Municipal Leaders | <ul style="list-style-type: none"> ● Mail ● Website ● Email ● SchoolMessenger ● Video | 1x per each building prior to start of school | <ul style="list-style-type: none"> ● Principal ● Director of Communication |

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|--|--|---|---|---------|---|
| | <p>physical spacing, meals, special education, social-emotional supports & learning, monitoring health conditions, contain potential transmission</p> <ul style="list-style-type: none"> • Could mail a packet with face masks for students • Include regular Back-to-School items | <ul style="list-style-type: none"> • Community-Based Groups | | | |
| Student Trainings | <ul style="list-style-type: none"> • Hand hygiene • Proper face covering wearing • Social distancing • Respiratory hygiene • Bus protocol | <ul style="list-style-type: none"> • Faculty • Staff • Parents/legal guardians • Students | <ul style="list-style-type: none"> • Videos • Signage • Printed materials • Website | Ongoing | <ul style="list-style-type: none"> • Director of Communication |
| Teacher & Staff Trainings | <ul style="list-style-type: none"> • Food allergies and what to do • Trauma & SEL • Cleaning and Disinfecting • FERPA | <ul style="list-style-type: none"> • Teachers • Non-food service staff • Bus drivers and monitors | <ul style="list-style-type: none"> • Videos • Signage • Printed materials • Website | Ongoing | <ul style="list-style-type: none"> • Administrators • Director of Communication |
| Monitoring of Health Conditions | <ul style="list-style-type: none"> • Introduce the coordinator(s) who will answer questions and keep community up-to-date re: COVID cases | <ul style="list-style-type: none"> • Faculty • Staff • Parents/legal guardians • Students | <ul style="list-style-type: none"> • Website • Emails | Monthly | <ul style="list-style-type: none"> • Superintendent • Director of Communication |

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| | <ul style="list-style-type: none"> Remind parents of the process for caring for people with COVID symptoms at school | | | | |
| Human Connections | <ul style="list-style-type: none"> Check in with families Establish 2-way communications Provide Updates | <ul style="list-style-type: none"> Administrators School leaders Faculty Staff Parents/legal guardians | <ul style="list-style-type: none"> Website Emails | Weekly or Bi-Weekly | <ul style="list-style-type: none"> Superintendent Director of Communication |
| Spirit Building | <ul style="list-style-type: none"> Connect students and teachers in a fun endeavor Lift spirits Gain widespread community support | <ul style="list-style-type: none"> Teachers Students Parents/legal guardians Community members | Social media | 1x per semester in Hybrid and/or Remote Learning Models | <ul style="list-style-type: none"> Teachers, Students Director of Communication |
| District wide updates | <ul style="list-style-type: none"> Inform the community of efforts that support the mission, vision, values, goals Update on district business including capital projects, budget votes Update on school news, events, activities Share good news | District residents | Printed newsletter Website | Quarterly: October, January, April, July | <ul style="list-style-type: none"> Administrators |

| | | | | | |
|--|--|--|--|--|--|
| Closure of Facilities and In-Person Instruction due to COVID-19 | <ul style="list-style-type: none"> • Share plans for Continuity of Instruction, Meals, Childcare for Essential Workers | <ul style="list-style-type: none"> • Administrators • School Leaders • Faculty • Staff • Parents/legal guardians • Students • Local health depts and providers • Municipal leaders • Community-based groups | <ul style="list-style-type: none"> • Mail • Website • Email • SchoolMessenger • Video | 1x per instance | <ul style="list-style-type: none"> • Superintendent • Director of Communication |
| Stay Connected Letters | <ul style="list-style-type: none"> • Establish a sense of consistency and adaptability for students • Detailed information schedules, meals, special education, social-emotional supports, overcoming obstacles to learning remotely, attendance, demonstrating mastery of learning standards in remote and hybrid instructional models, contact information for parents and students with questions about their instruction | <ul style="list-style-type: none"> • Administrators, • School Leaders, • Faculty and staff, • Parents/legal Guardians • Students | <ul style="list-style-type: none"> • Mail • Website • Email • SchoolMessenger • Video | 1x per each building per instance of remote learning | <ul style="list-style-type: none"> • Principal • Superintendent • Director of Communication |

| | | | | | |
|----------------------------------|---|-------------------------|---|--------------------------------|--|
| | and/or technology. | | | | |
| Direct Student Connection | <ul style="list-style-type: none"> Engage students in learning Prioritize mental health and wellbeing Attend to SEL | Classroom teachers | <ul style="list-style-type: none"> In-person Hybrid - Google Meet & Google Classroom Full remote - Google Meet & Google Classroom | Minimum 1x per day | <ul style="list-style-type: none"> Classroom Teachers |
| Direct Parent Connection | <ul style="list-style-type: none"> Previews of the week ahead Reminders about numbers to call for help overcoming obstacles to technology, and supports Invite questions, input, feedback Outcomes at the end of the week, positives and areas for continuous improvement | Parents/legal guardians | <ul style="list-style-type: none"> Email Letters home with meal delivery Phone calls, or home visits, or other creative methods for hard-to-reach parents | 2x per week 2x per week | <ul style="list-style-type: none"> Classroom Teachers CSE, counselor Student Services personnel |
| Building Connections | <ul style="list-style-type: none"> Check in with families Establish 2-way communications Provide Updates Invite questions, input, feedback | Parents/legal guardians | SchoolMessenger Email | 1x per month | <ul style="list-style-type: none"> Principals |

Galway COVID-19 Task Force

To help guide this work, Galway CSD convened a COVID-19 Task Force. Meetings, which were conducted on-site and virtually along with four surveys to our parents, faculty, staff and students on June 15 and July 15, 2020. In addition, during the week of July 20th, district employees conducted a follow-up phone survey regarding transportation and childcare. Meetings were held on June 22, July 7, July 20, and July 30, 2020.

HEALTH AND SAFETY

Closure refers to contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education and or closing the school. The Galway Central School District will collaborate with the Saratoga County Health Department to determine the parameters, conditions, or metrics (e.g., increased absenteeism or increased illness in school community) that will serve as early warning signs that positive COVID-19 cases may be rising beyond an acceptable level.

- The District may consider closing school if absentee rates impact the ability of the school to operate safely.
- The District or school may choose to modify operations before closing to help mitigate a rise in cases. If infection rates are rising above 5%, the District will consider modifying school operations for medically vulnerable students and staff if they participate in in-person activities.
- The District will consult the Saratoga County Department of Health when making such decisions.

Galway Central School District has designated Brita Donovan, Superintendent, as our COVID-19 Safety Coordinator. She shall be responsible for the continuous compliance with all aspects of the Galway Central School District reopening plan and any phased-in reopening activities necessary to allow for operational issues to be resolved before operations return to normal or "new normal" levels.

Galway Central School has designated Brita Donovan as the primary contact identifying a positive COVID-19 case and is responsible for subsequent communications. Mrs. Donovan shall be accountable for answering students, faculty, staff, and parents or legal guardians regarding the COVID-19 public health emergency and the plans implemented in Galway Central School District.

Given the highly contagious and opportunistic nature of COVID-19, Galway Central School District will provide accommodations to individuals, according to applicable laws who are at high risk or who live with a person who is at a high risk of complications as a result of COVID-19. Each case will be approached uniquely depending on the individual situation, but potential solutions for these vulnerable populations include remote learning or telework, modified educational and work settings, or additional PPE to individuals with underlying health conditions. Considerations as to the correct approach will be case dependent.

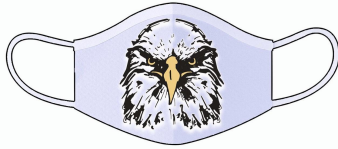
We understand that specific student and staff populations may require modifications to social distancing or PPE based on hearing loss or impairment, receipt of language services, or young students in an early education program. In these scenarios, we may utilize specialized clear face coverings/face shields/increased distancing when possible/list any other services that Galway Central School District would consider for these groups and ensure that any modifications would minimize COVID-19 exposure risk for students, faculty, and staff to the greatest extent possible.

Galway Central School District has given special consideration to how we will perform safety and emergency drills throughout the school year while we are required to socially distance. We will still complete our eight evacuation drills and four lockdown drills, but the way that we conduct our drills may, in some instances or form, be modified for the upcoming school year to ensure social distancing between persons. Due to our school schedule's hybrid nature, we will need to provide all of our student's instruction in emergency procedures and participate in drills.

Face Coverings

SAFETY FIRST

WE REQUIRE ALL VISITORS TO PLEASE WEAR A MASK.



Before entering Galway Junior/Senior High School or school grounds, staff, faculty, students, and authorized visitors agree to wear an acceptable face-covering per Executive Order 202.16. **Executive Order 202.16:** “Face coverings include, but are not limited to, cloth (e.g., homemade sewn, quick cut, bandana), surgical masks, N-95 respirators, and face shields. Please visit the Centers for Disease Control and Prevention’s “Coronavirus Disease 2019 (COVID-19)” website for information on cloth face covers and other types of personal protective equipment (PPE), as well as for instructions on use and cleaning. in all required areas.”

SED FAQs – July 22, 2020 “As a baseline, face coverings are required to be worn any time or place that individuals cannot maintain appropriate social distancing. Further, face coverings are “strongly recommended” by the New York Department of Health at all times, except for meals and instruction with appropriate social distancing. However, schools can require face coverings at all times, even during instruction; and it is strongly recommended in areas with higher rates of COVID-19 community infection.”

Ensure that appropriate social distancing is maintained between individuals while in school facilities and on school grounds, inclusive of students, faculty, and staff, unless safety or the core activity (e.g., instruction, moving equipment, using an elevator, traveling in common areas) requires a shorter distance or individuals are of the same household.

The school district will remind staff, faculty, students, and visitors of this process through training, signage, verbal communication, and other means throughout the school year. During the school day, individuals are required to wear a face-covering while on the school bus, when they are entering or exiting the school building, while they are moving through the hallways or their classroom, at any time that they cannot maintain adequate and appropriate social distancing, and any other time as dictated by administration. Individuals may not be required to wear a face-covering while maintaining social distancing, including when they are seated in a classroom.

Interim DOH Guidance April 9, 2021 Masks will be worn by all individuals in all classrooms and non-classroom settings, including but not limited to hallways, school offices, restrooms, gyms, auditoriums, etc. All visitors must wear masks. Responsible parties should allow students to remove their masks during meals.

Galway CSD shall train all students, faculty, and staff on how to put on adequately, take off, discard PPE, proper handwashing, and respiratory hygiene by viewing videos accessed through the Galway School District website. The training will include appropriate PPE use and supplemented signage/continued education and verbal instruction to ensure that proper PPE occurs.

While the school district will encourage all staff, students, and faculty to provide personal face coverings, the school district will maintain an adequate stock of disposable PPE for their emergency use or by request. To ensure that inventory is maintained, the school nurses and building administrators will be responsible for performing weekly/periodic checks of supplies and order more as needed. The school district worked throughout the spring and summer to supplement the stock of PPE for the upcoming school year and continue to do so. The school district will maintain a supply of disposable face coverings school buses for students who have forgotten, broken, or soiled their face coverings. School bus drivers will be responsible for performing weekly checks and re-stock as indicated. The school district will also encourage students, staff, and faculty to keep a replacement mask(s) at the school district if their original cover fails or becomes soiled throughout the school day.

Staff and Students will be required to regularly hand wash with soap and water for at least 20 seconds should be done:

- Before eating
- After sneezing, coughing, or nose blowing
- After using the restroom
- Before handling food
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment like computer keyboards and mice

Regarding respiratory hygiene, staff and students are required to:

- Cover coughs and sneezes with tissues or the corner of the elbow
- Dispose of soiled tissues immediately after use

Social Distancing



For our school district to maintain safe operations, we must maintain social distancing to protect against the transmission of the COVID-19 virus while on school grounds and in school facilities. Our school district has redesigned our classroom spaces, common areas, and other rooms for appropriate social distancing. Per the New York State Department of Health April 9, 2021 Guidance, the Galway CSD will ensure that appropriate physical distancing is maintained between individuals while in school facilities and on school grounds, inclusive of students, faculty, and staff, unless the safety or the core activity requires a shorter distance or individuals are of the same household.

The Galway CSD will reduce physical distancing requirements to a minimum of three feet between students in 7th and 8th grade classroom settings. Cohorting will be maintained in the 7th and 8th grade at all times, during low, moderate, substantial and high risk of community transmission.

- Six feet is always required between adults
- Six feet is required when eating meals or snacks, or drinking, or other times masks must be removed.
- Six feet is required in all activities that require projecting the voice or playing a wind instrument.
- Six feet of physical distance will be maintained in all common areas outside of the classroom.

Furthermore, the school district has evaluated smaller spaces in the school building, such as elevators, break rooms, and faculty offices, limiting the use of these spaces. These identified spaces will require face coverings, and occupancy should not exceed 50% of the maximum unless space is designed for use by a single occupant. Besides the above-noted changes,

our school district has evaluated the feasibility of modifying existing areas of mass assembly, such as auditoriums, gymnasiums, and cafeterias, to provide additional learning spaces for students more easily appropriately socially distanced.

Galway Junior/Senior High School will have separate car drop-off and pick-up locations, staggered arrival and dismissal times, designated & monitored entry points, and staggered bus loading and unloading zones.

Screening

To ensure that sick or ill students, staff, and faculty are not allowed on campus, the school district will be adopting a strict screening policy, which includes temperature checks for students, faculty, and staff, daily screening questionnaires for faculty and staff, and daily screening questionnaires for students. The school district will also require screenings for approved contractors, vendors, and visitors entering the school building. We will encourage all screenings to occur before individuals reach the school building or enter any school facility, and should an individual fail the screening or feel ill, then they should remain home. Furthermore, we ask parents and guardians to stay vigilant, observing their children for signs of illness and keep them home when they are ill. To facilitate this, Galway Junior/Senior High School will encourage parents to use our School Dismissal Manager App to answer daily essential health questions. If a parent is unable to access this App, they will be encouraged to send in written documentation that their child(ren) is cleared to attend school based on these same health screening questions. Written documentation is to be dated and signed by the parent/guardian daily. The nursing staff will receive morning reports to ensure temperature checks have been conducted on every student. Approved visitors will complete an in-person screening app and perform a hands-free temperature check using a wall-mounted infrared thermometer that will use Bluetooth technology to clear the person for entry or deny access. The school secretary will enforce the required inputting of information, and the report sent to the school nurse. The nurse and secretary have all required PPE, including a mask, face shield, gloves, and barrier to ensure their safety and well-being.

Our district's screening process will meet all of the requirements set forth by the state, with a temperature at or above 100 degrees Fahrenheit or failure of the screening questions will result in that individual not gaining entry into the school. If a staff member, faculty member, or outside visitor fails a screening, they will be instructed to leave the school facility and see their healthcare provider. If a student fails a screening, they shall be taken to that building's isolation room to be assessed by the school nurse and await a parent, guardian, or emergency contact who can bring them to a health care provider for further evaluation. Siblings of these students will be sent home at this time, as there is an increased risk for cross-contamination. The isolation room will maintain appropriate social distancing, enhanced cleaning and disinfection schedule from the school district's buildings and grounds staff, and constant visual supervision. We will provide all required PPE (Appropriate masks/face shields/gloves/gowns) to the individual(s) who will be supervising the isolation room to ensure their safety. When an

individual's parent, guardian, or emergency contact arrives at the school district to pick up their student, we will remind them that their student is required to be seen by a healthcare provider in regards to the failed screening. Documentation from a health care provider will be required to return to school. The school district will also instruct staff and faculty members to observe for signs of illness in others and require that symptomatic persons be sent to the school nurse or isolation room for a check-up.

The school district has worked with and remained in communication with Saratoga County Department of Health to determine the specific return requirements of individuals who fail a screening, test positive for COVID-19 through a diagnostic test, or have come in close contact with or exposed to somebody who tests positive for the COVID-19 virus. After a failed screening, the school district will require, at a minimum, documentation from a health care provider of a negative COVID-19 diagnostic test result and symptom resolution. After a failed screening and or a positive diagnostic test for COVID-19, the school district will work with the Saratoga County Department of Health to determine their minimum standards for return to the school district. In addition, the school district shall work with our Saratoga County Department of health to determine the process for the provision or referral of diagnostic testing for students, faculty, and staff, should that become necessary. The school district has also worked with our Saratoga County department of health to determine what metrics will serve as early warning signs that COVID-19 cases may be increasing beyond an acceptable level, both within our schools or within the broader local community. Galway Central School District will work with Saratoga Department of Health to determine the protocol for when there is a confirmed case of COVID-19 in the school, including how the school district will immediately notify the state and local health departments if/when they become aware of a positive case and how the school district will assist in contact tracing efforts.

The Galway School district has identified the School Nurses as the individual(s) who will serve as the central point of contact responsible for receiving and attesting all screening activities daily. These individual(s) shall also be identified as the contact for individuals to notify if they later experience COVID-19 related symptoms during the day or have COVID-19 exposure, as noted on their questionnaire.

Hygiene, Cleaning, and Disinfection



Galway Central School District has instituted, trained on, and follows the Center for Disease Control (CDC) and the New York Department of Health guidelines on the hygiene, cleaning, and disinfection of school buildings and materials. We have developed extensive procedures and protocols for school-wide cleaning and the disinfection of classrooms, restrooms, cafeterias, libraries, playgrounds, school buses, and all other school facilities based on the CDC guidance. We have also identified the areas of buildings that will require additional cleaning and disinfection, such as bathrooms. Throughout the course of the year, our district will maintain cleaning and disinfection logs which identify the date, time, and scope of cleaning and disinfection for those areas. We have also developed and maintained a list of commonly touched surfaces throughout the school district, with a cleaning and disinfection schedule assigned to individuals and positions for these surfaces. We will also be increasing ventilation with outdoor air to the greatest extent possible based on the outdoor air temperature and the capabilities of our HVAC system. Lastly, the Galway Central School District shall continue to conduct or complete the process of performing its required Lead-in-Water testing as required by NYS DOH regulation 67-4.

The Galway Central School District also understands that for us to maintain a safe and healthful school environment, we need to promote and encourage proper hand hygiene throughout the day. In order to achieve this goal, we will be installing hand hygiene stations throughout common areas of the building so that students may sanitize their hands while they are in transition and at times where they may not be able to clean their hands with soap and water throughout the school day. We will also be training students, faculty, and staff on proper hand hygiene throughout the school year and provide continued education for individuals through proper signage at all levels of the school district. Throughout the course of the school day, we will also require students, staff, and faculty to wash or sanitize their hands before and after eating, upon arrival, upon arriving in a new classroom, prior to dismissal and as needed throughout the day.

FACILITIES

In addition to our routine cleaning extra attention will be paid to surfaces that are touched most often by different individuals. Galway Central School District will continue to follow New York State requirements to use green cleaning products. Routine cleaning of school settings include:

- Cleaning high contact surfaces that are touched by many different people, such as light switches, handrails and door knobs/handles.
- Dust- and wet-mopping or auto-scrubbing floors
- Vacuuming of entryways and high traffic areas
- Removing trash
- Cleaning restrooms
- Wiping heat and air conditioner vents
- Spot cleaning walls
- Spot cleaning carpets
- Dusting horizontal surfaces and light fixtures
- Cleaning spills

Cleaning and Disinfection: Cleaning removes germs, dirt and impurities from surfaces or

objects, while disinfecting kills germs on surfaces or objects. If a laboratory confirmed case of COVID-19 was symptomatic while in the school setting, our custodial staff will perform cleaning and disinfection of frequently touched areas throughout the school.

Galway Central School's custodial staff will follow the steps below to clean and disinfect.

Step 1: Cleaning: Clean surfaces prior to use of disinfectants in order to reduce soil and remove germs. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants. For combination products that can both clean and disinfect, we will follow the instructions on the specific product label to ensure effective use.

Step 2: Disinfection: We will clean soiled areas prior to disinfection to ensure the effectiveness of the disinfectant product. Disinfection products will be used in our school setting as needed at any time. If EPA- and DEC*-registered products specifically labeled for SARS-CoV-2 are not available, disinfect surfaces using a disinfectant labeled to be effective against rhinovirus and/or human coronavirus will be used. If such products are unavailable, it is also acceptable to use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed. EPA- and DEC*-registered disinfectants specifically labeled as effective against SARS-CoV-2 may become commercially available at a future time and once available, those products should be used for targeted disinfection of frequently touched surfaces. In the case of an infected student/staff comes in and is sent home the area they were in or had contact with will be quarantined for 24 hours before the cleaning process will take place. All staff will be informed when this area is quarantined so they can take the proper precaution.

Custodial staff will maintain logs that contain the date and time and scope of cleaning and disinfection as well as identifying the frequency that it occurred.

Examples of frequently touched areas in schools

- Classroom desks and chairs
- Lunchroom tables and chairs
- Door handles and push plates
- Handrails
- Kitchen and bathroom faucets

- Light switches
- Handles on equipment (e.g.athletic equipment)
- Buttons on vending machines and elevators
- Shared telephones
- Shared desktops
- Shared computer keyboards and mice
- Bus seats and handrail

Galway Central School District will follow the label directions when using disinfectants to ensure the target viruses are effectively killed. This includes adequate contact times (i.e., the amount of time a disinfectant should remain on surfaces to be effective), which may vary between five and ten minutes after application. Disinfectants that come in a wipe form will also list effective contact times on their label.

For disinfectants that come in concentrated forms, custodial staff will carefully follow instructions for making the diluted concentration needed to effectively kill the target virus. This information can be found on the product label. Disinfecting is the responsibility of school custodial staff. They are trained to use disinfectants in a safe and effective manner. Custodial staff are trained and reminded to ensure procedures for safe and effective use of all products. Safety instructions are listed on product labels and include the personal protective equipment (e.g., gloves) that should be used. Custodial staff will place all used gloves in a bag and tied closed before disposing of them with other waste. Custodial staff will wash hands with soap and water for at least 20 seconds immediately after removing gloves or use an alcohol-based hand sanitizer if soap and water are not available. Soap and water should be used if hands are visibly soiled.

HIGH SCHOOL

Front lobby

- Vacuum carpet, chairs
- Steam Floors
- Wipe hard surfaces including counters, door knobs, handles
- Spray disinfectant

Mr. Miller's Office

- Vacuum Floors
- Steam Floors
- Wipe hard surfaces including counters, door knobs, handles, open desk tops
- Disinfect phone receiver
- Empty garbage
- Spray disinfectant

District office

- Vacuum Floors
- Steam Kitchen Floor
- Wipe hard surfaces including counters, door knobs, handles, open desk tops
- Disinfect phone receivers
- Spray disinfectant
- Empty garbage
- Dust Window Sills

Library

- Vacuum Floors
- Wipe hard surfaces including counters, tables, door knobs, handles, open desk tops
- Disinfect phone receivers
- Spray disinfectant
- Empty garbage
- Dust Window Sills

Guidance office

- Vacuum Floors
- Wipe hard surfaces including counters, tables, door knobs, handles, open desk tops
- Disinfect phone receivers
- Spray disinfectant
- Empty garbage
- Dust Window Sills

Ms. Britts and Officer Bedell's Office

- Vacuum Floors
- Wipe hard surfaces including counters, tables, door knobs, handles, open desk tops
- Disinfect phone receivers
- Spray disinfectant

- Empty garbage
- Dust Window Sills

HS Faculty Room

- Sweep floor
- Steam floor tile
- Wipe hard surfaces
- Clean door knobs/handles
- Disinfect phone receiver
- Empty garbage
- Dust window sills

HS Bathrooms

- Clean all hard surfaces including door knobs, sink, toilet
- Steam tile
- Empty garbage
- Spray Disinfectant

Tech Office in 900 Hall

- Sweep floor
- Steam floor tile
- Wipe hard surfaces
- Clean door knobs/handles
- Disinfect phone receivers
- Empty garbage
- Dust window sills

Hallway

- Sweep
- Dust

Health Office

- Clean and disinfect health cots regularly (after each student use)
- Cover treatment tables and use pillow protectors
- Discard or launder coverings after each use

Lunchrooms

- Clean and disinfect lunch tables regularly (at least once daily)

Athletic Rooms

- 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

Other Frequently Touched Surfaces

- Clean and disinfect frequently touched surfaces at least once daily after students have left for the day

All day-time cleaning staff will go to the front entrances to clean and disinfect the entrances. Once the students enter the building and go to their classrooms. The staff will then disinfect the main entrance areas. Once this is done the staff will then proceed to wiping door handles and all touch points down the halls. In between this staff will also check all rest rooms and disinfect them as well. Throughout the day the staff will continue to disinfect where needed. When lunch is delivered to the rooms and the lunch period is almost finished the staff will bring around garbage cans to collect the debris from lunch to properly dispose of it. After lunch staff will go back to disinfecting all touch points and bathrooms in the school until dismissal of the students.

Night Time Cleaning Schedule

Night time staff when they come in at 2:30 will immediately go to the main entrances and disinfect all touch points and sanitize the areas. They then will continue to clean and sanitize the rooms completely in their areas to insure the students safety the following day.

All staff will wear the proper PPE at all times. All staff will change gloves and rags per room they enter, never using the same rag twice and to insure there is no cross contamination per room.

Hand sanitizer stations will be put up all throughout the halls for students use and also hand sanitizer will be available in each classroom as well.

In the event that there is a function held at the school the cleaning staff will disinfect/sanitize the area before and after the event.

Each of the Galway Central School District facilities complies with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code. Additionally, all facilities are on schedule to meet the requirements of the Building Condition Survey and Visual Inspection, where applicable. Galway Central School District will conduct the Lead-In-Water Testing as required by NYS DOH regulation 67-4.

Alcohol-based Hand-Rub Dispensers will only be installed in locations in accordance with FCNYS 2020 Section 5705.5. Galway Central School District will ensure the submission of detailed floor plans to OFP for review in the event it needs to install dividers in classrooms, libraries, cafeterias, auditoriums, gymnasiums, doors, and other points of congregation. Additionally, any new building construction and/or temporary quarter projects will be submitted to OFP for a full code review. All project submissions only dedicated to “COVID-19 Reopening” will be labeled as such. Galway Central School District ensures that the existing number of toilet and sink fixtures meet the minimum standards of the BCNYS. All Galway Central School District facilities contain at least one drinking fountain per one hundred occupants. Any use of plastic separators will comply with the 2020 BCNYS Section 2606. Upon reopening, the district plans to increase ventilation, to the greatest extent possible. We will also be increasing ventilation with outdoor air to the greatest extent possible based on the outdoor air temperature and the capabilities of our systems. Water systems will be flushed in buildings that have been unoccupied.

CHILD NUTRITION

Regardless of the educational model chosen by our school district and the dynamic nature with which that can change, the Galway Central School District shall continue to provide school breakfast and lunch to all students who were previously receiving school meals – both on-site and remotely. While on-site, we will maintain social distancing during the course of our meals and provide food service in the classroom where students will remain at their desks that are spaced 6 feet apart for social distancing.

Galway Central School District will provide 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.
- The District will follow all applicable health and safety guidelines in preparing and distributions of the meals.
- The District will protect students with food allergies when meals are in spaces outside the cafeteria.
- Students will follow hand hygiene procedures before and after eating.
- The sharing of food and beverages will be strictly prohibited.
- The District will be in full compliance with Child Nutrition Program requirements.

TRANSPORTATION

We recognize that transportation will present its own unique set of challenges for this upcoming school year and as a school district we are committing ourselves to providing a safe and healthful school environment at all phases and stages of the school day. In order for us to maintain this safety, face coverings will be required while students are entering the bus, exiting the bus, and are seated on the bus, unless a student is not physically able to wear a face covering. We will also maintain social distancing to the greatest extent possible while on the bus unless individuals are from the same household. If a student tries to enter the bus without a proper face covering they will not be denied service or entry – instead they shall be provided with a disposable face covering that is kept on the bus. Furthermore, transportation will not be denied to students with disabilities that would prevent them from wearing a mask nor will they be forced to do so during transportation.

The Galway Central School District shall commit to ensuring that all buses that are used during the day are cleaned and disinfected at least daily and that all high-contact points shall be wiped down after each run. While we acknowledge that school buses cannot be equipped with hand sanitizer due to its combustible nature, and we will advise individuals to not bring personal hand sanitizer containers with them on the bus, we will ensure that hand sanitizing or hand washing stations are provided for all staff in transportation locations such as dispatch offices, employee lunch/breaks rooms, and bus garages. Furthermore, we will provide all required PPE for transportation department staff and require the use of a face covering. Should a driver, monitor, or attendant be required to have direct physical contact with a child, they will be required to wear gloves, which the school district shall provide to ensure their safety and healthfulness. These employees will also be required to complete the daily self-health screening prior to arriving at work to help ensure the safety and healthfulness of their fellow employees.

If our school district is in remote session or otherwise, we will continue to maintain transportation services to nonpublic, parochial, private, charter schools, or students whose Individualized Education Program has placed them out of district to schools who are meeting and conducting in-person session education when/if the district is not.

Bus Runs

- Runs have been modified to improve efficiency. Key focus has been on equally distributing students across all runs as much as possible with the geographic size and challenges of our district.
- Due to our district's large geographic area, some buses still will be on the road for a similar length of time despite having fewer students.
- Basic runs structure, IE Red Bus, Green Bus, etc will be maintained to facilitate a smooth transition back to full capacity when and if it is safe to do so.

- Parent census responses have been reviewed and runs modified to reflect the students that parents plan to transport.
- 3 sets of runs have been created.
 - PK-5 Monday through Friday
 - 6-12 Monday through Thursday
 - To accommodate students attending on Fridays for additional help modifications will be made to the existing runs to accommodate those students as needed.
- Students will sit 1 to a seat next to the window.
- Cohabiting or related students can sit together.
- If space is limited two related students can sit together and a non-related student can sit across the aisle next to the window.

Loading and Unloading

- Every effort should be made to minimize the time students are on the bus.
- Recommend someone greet the buses as the buses come in so students can unload immediately and screening can begin.
- Recommend visual cues be added to the sidewalk so especially young students can easily socially distance.
- Recommend staging areas for students to assemble for their assigned bus. Then they can all board at once and we get on the road as fast as possible.

Bus Cleaning and Sanitation

- Buses will be thoroughly wiped down after each run.
 - Galway Central School District is allowing for 20-30 minutes for this process. The District will require completion of this process after each run and all surfaces must be dry before we board the next group of students.
- A complete cleaning will be conducted following the last run of the day.
- Each bus in use will be sprayed with the hydrostatic sprayer following its final cleaning for the day.
- District Bus Driver Trainer has developed the sanitation procedure each driver will be required to follow. Procedure was developed based on the recommendations we have been provided by multiple resources including several of the major bus manufacturers.
- We will be coordinating with the Director of Facilities to acquire a cleaning solution that is on the list of approved products effective against COVID-19.

- To facilitate thorough wiping down of each bus and getting them back on the road as quickly as possible we are planning to have carts with all required cleaning supplies kept at the school so they can be brought to the bus lanes for easy access by the drivers.
- A sanitation log will be completed for each bus every day. Galway Central School District will require drivers to maintain documentation that each bus is cleaned, when and by whom. Completed logs will be retained in the Transportation office.

PPE Training and Use

- Galway School Central District transportation staff will attend or provide training as mandated by our district.

Staff Interaction At The Bus Garage

- PPE will be worn in all common areas or when social distancing is not possible.
- Time spent inside the building will be minimized.
- Planning for a one-way path of travel wherever possible to minimize proximity to each other in the hallway.
- Staff Meetings
 - Held outside unless not possible due to weather conditions.
 - If necessary to be held inside, meetings will be held in the bus bays where it is possible to safely socially distance.
 - Large gatherings will not be permitted in the ready room, office, or training room.

SOCIAL EMOTIONAL WELL-BEING

Our school district shall make every effort to provide and address the mental health, behavioral, and emotional needs of students, faculty, and staff. Throughout the course of the school year, we will identify and support students who are having difficulty transitioning back into the school setting or adjusting to different styles of learning. We will also provide periodic training for faculty and staff on how to support students during and after the ongoing COVID-19 public health emergency. We will also provide information on developing coping and resilience skills for students, faculty, and staff during training or through written materials.

In planning for our reopening in September of 2020, the Galway Central School District has formed Building Level and District-wide teams to examine the guidance provided by the Department of Health and NYSED for our re-entry in the Fall. Our work is focused on the most

equitable opportunities for educational success and support for students and families. These supports include academics as well as the social emotional well-being of our students. The Galway Central School District is committed to prioritizing social emotional well-being to create the mental, social and emotional space to access academic priorities with confidence. The comprehensive development school counseling program plans are reviewed and updated annually and reviewed by the committee to ensure current needs of students are met.

Additionally, all Galway Central School District employees have access to the Employee Assistance Program (EAP) which offers many free services including face-to-face and virtual counseling. We are committed to developing/making accessible family/caregiver-appropriate social and emotional learning (SEL) content to be used during all phases of our re-entry.

- Comprehensive Guidance Plan was reviewed and updated to meet current needs
- Mental Health Committee will meet to review Social Emotional Learning needs

Student Supports:

- Provide a virtual tour of the building to prepare students for all of the changes
 - For each building level
- Tier 1: A Screening tool has been created to identify and address student needs, K-12 to be given first day of school and monthly throughout the school year
 - Google Form created to include these questions
 - How do you feel about coming back to school?
 - What are you most concerned about?
 - What is one thing you need to make you feel more comfortable?
 - Do you need to meet with a counselor to discuss your feelings/concerns?
- Tier 2: Counselors will schedule follow up meetings with students
- Tier 3: Schedule weekly counseling sessions and/or make outside referrals as needed.
- Set up an information center for available resources for students, parents, & community members (bulletin boards and/or online)
 - To include any professional development opportunities for issues related to:
 - Trauma-responsive practices
 - Personal, student, community well-being
 - Social-emotional learning
 - Mental Health Education
 - Cultural Differences, Racism and Biases

School-wide Social Emotional Learning curriculum

- RULER: to be reinforced throughout the school year
 - Tier 1: All faculty, staff and students are using RULER skills and practices
 - RULER Chart, Mood meter, meta-moment, classroom meetings
 - Tier 2: Offer small group opportunities for a deeper understanding on the RULER concepts for students and faculty and staff
- No Place for Hate program sponsored by the Anti-Defamation League
 - Tier 1: K-12 Activities address bullying, discrimination, racism, prejudice, etc.

Faculty and Staff Supports:

- Tier 1: Survey staff regularly to assess their needs monthly
- Tier 2: Follow-up with any identified concerns
- Tier 3: Assist with outside referrals
- Set up a information center for available resources for faculty and staff (bulletin board or online)
 - To include any professional development opportunities for issues related to:
 - Trauma-responsive practices
 - Personal, student, community well-being
 - Social-emotional learning
 - Mental Health Education
 - Cultural Differences, Racism and Biases

SCHOOL SCHEDULES

In an effort to assure high-quality teaching and learning a continuity of learning plan has been developed for the 2020-21 school year. This plan considers and plans for teaching and learning in-person, remotely, and through hybrid models of instruction. The Galway Central School District plan assures that Instruction is aligned with the New York State Learning Standards and assures equity as well as quality for all learners.

Equity is at the heart of all school instructional decisions. All instruction at Galway Junior/Senior High School will be designed so that whether it is delivered in-person, remotely, or through a hybrid model due to a local or state school closure, there are clear, comprehensive, and accessible learning opportunities for all students. Our teaching and instructional plan will outline routine, scheduled times for students to interact and seek

feedback and support from their teachers, whether in person, hybrid, or remote.

Our plan is centered on Instruction and academic programming that includes regular and substantive interaction with an appropriately certified teacher regardless of the delivery method (e.g., in person, remote or hybrid). Our teaching and learning plan has a variety of methods for how students and their families/caregivers can communicate and contact the school and teachers with questions about their instruction and/or technology. This information will be accessible to all, available in alternative languages as needed, and widely disseminated. Communication methods include email, School Messenger, mailings, website postings, social media postings, and/or by phone. The multiple methods are being provided in an effort to assure learning for all.

Teachers will assess student learning gaps and areas of need upon return to school. Subsequently, formative assessments will be utilized before a unit of instruction to assess student understanding of pre-requisite skills.

Acknowledging that the typical content in a given grade level or course may need to be adjusted, content will be prioritized to ensure that students receive instruction for the prioritized learning standards, key understandings, and skills necessary for students' success in future study.

In-person Instruction

Students in grades 9 through 12 will attend school on an alternating "A/B" day basis. Upon reopening, the number of students in each of our classrooms will be reduced where necessary to adhere to CDC guidance regarding proper social distancing. Class size will reflect the need to ensure that students' desks/seats are positioned no less than six feet apart. Additional rooms and common spaces will be used when necessary to accommodate classroom social distancing requirements for students. All instruction will continue to be aligned to the New York State Learning Standards.

Students in grades 7 and 8 will attend school daily Monday through Thursday. Galway CSD will cohort students to limit potential exposure to the COVID-19 virus. Fridays will be reserved for extra help for students who are not being successful in the virtual part of instruction.

To the extent possible, students will remain in small cohorts if/when leaving the classroom for any necessary transition, so as to reduce their exposure to additional students.

Grading practices will follow a standards-based framework designed to provide direct feedback regarding students' mastery of course content.

Remote/Hybrid Instruction

Given the possibility that communities may experience spikes in COVID-19 cases at any point during the school year, which may prompt short or long-term school closures, Galway Junior/Senior High School has developed a hybrid/blended learning model and schedule that can continue as is in a fully remote environment.

As noted previously, 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 in their home school.

Remote learning opportunities students will include a greater emphasis on synchronous instruction whenever possible, with teachers finding ways to provide live instruction including but not limited to google meets. Teachers and Administration will ensure that their students are directly engaged with them and their class peers in experiential learning on a regular basis.

To ensure high-quality remote learning experiences, we will standardize the use of a single online learning platform, to the extent possible, and develop a common, coordinated set of guidelines for teachers to follow when using the platform with students.

Grading practices will follow a standards-based framework designed to provide direct feedback regarding students' mastery of course content.

Galway Junior/Senior High School 6-12 will use the following schedule in the Fall 2020-21. Inclusive of the following considerations:

- Grades 9-12 will have in-person instruction every other day
 - Student with the last name A-K will attend Monday and Wednesday
 - Students with the last name L-Z will attend Tuesday and Thursday
 - Fridays will be reserved for extra help for students who are not being successful in the virtual part of instruction
 - Students will be on virtual instruction the days they are not on campus for in-person instruction.
- Grades 7-8 will have in-person instruction Monday through Thursday
 - Fridays will be reserved for extra help for students who are not being successful

in the virtual part of instruction and virtual meetings will occur for all in grades 7-8.

- Staggered start and end times to allow for two bus runs
- 50% room capacity due to social distancing requirements (Grades 9-12)
- All school spaces will be used as instructional spaces (e.g., classrooms, cafeteria, special area classrooms).
- Students receiving special education/related services will continue to receive these services
- Staggered arrival/dismissal times to account for transportations limitations and increased parent drop-off/pick-up to adhere to social distancing
- Breakfast/Lunch will be delivered to classrooms in 6th Grade
- Students in grades 6-8 will remain with their pod
- Attendance will be taken during both on-site and virtual learning days.
- Student work will be graded and are expected to be present for all classes delivered remotely.
- The daily schedule will be modified to allow for less movement in the halls
- All assemblies, field trips, large gatherings will be restricted
- Traffic in hallways will limited and directional
- Masks must be worn by staff and students
- School business related visitors must have prior approval and will be limited to only those required for safety
- Parents will be encouraged to used School Dismissal Manager daily to record daily health check
- Staff will conduct personal temperature checks upon arrival using a hands-free mounted thermometer

For the start of the 2020-21 school year, parents and guardians will be asked to indicate, by August 17, 2020, if they would like their child to be enrolled in remote learning. The district requires this advance notice to help with critical program and staffing decisions and planning. Families who choose remote learning for the start of the school year will be enrolled for a minimum of one quarter. A student would not be able to return to in-person instruction until the following quarter.

Galway Central School District will continue to meet existing state aid reporting requirements. Data submissions will remain consistent with past practice, except where modified by law, regulation or executive order.

Childcare

The Galway Central School District partners with the YMCA for on campus after school child care and off campus day care. The district continues to refer parents to alternate community based child care programs through the regional child care council. The district will continue to partner with these and other organizations to provide resources for child care for essential workers.

ATTENDANCE AND CHRONIC ABSENTEEISM

Attendance

Galway Junior/Senior High School will use SchoolTool to collect and report daily attendance. Teachers will use Google Classroom to teach core subjects, following a consistent and daily schedule. During remote learning, student attendance will be taken for each subject on the day/time of instruction. Should a family not have internet access, the teacher will connect with the student/family one time per day via telephone to work with the family/ student to explain instruction and expectation of tasks. Regular reports will be generated to identify students who are absent and/or chronically absent. Contact with the families will be made regularly to determine reasons for absence and to identify the needs or barriers the student may have to participate in daily lessons.

Chronic Absenteeism

The Galway Central School District utilizes home visits, parent phone calls, and our school resource office to prevent chronic absenteeism. All tardiness and absences are recorded in SchoolTool.

TECHNOLOGY AND CONNECTIVITY

Technology

Galway CSD is 1:1 with iPads and Chromebooks. Galway Junior/Senior High School provides every student with a chromebook/charger. We are working toward eliminating the use of shared devices on campus for the 2020-21 school year. All loaner devices will be thoroughly disinfected after a minimum one week quarantine after the return of a device. We will continue to maintain the student and parent helpdesk email: eagletechsupport@galwayscd.org to help with technical issues during in-person and virtual learning times.

Connectivity

Galway CSD used a survey and teacher reported feedback to obtain knowledge about the level of access to devices and high-speed internet that all students and teachers have in their place of residence. Galway/Junior Senior High School provides a MiFi for those families/teachers who require connectivity. Teachers will provide weekly planning packets,

recorded lessons, and wifi parking lot access to children who can not access remote home instruction. Teachers will accept images of standard mastery, return of completed packets, videos or any other agreed upon method of demonstrating mastery.

TEACHING AND LEARNING

The Junior/Senior High School 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). In consideration of the health, safety, and well-being of students, families, and staff, our plan 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.

Provisions that follow the CDC and DOH Guidance will be taken to protect the health and safety of students with disabilities and those who are providing special education and services. A priority will be placed on providing in-person services for high-needs students with disabilities. A contingency plan will be developed in collaboration with the CSE of the student's home district to address remote learning needs in the event of intermittent or extended school closings. Services to support students with disabilities will be provided with a priority to in-person services. Staff delivering the services will follow cleaning and sanitation guidelines during and between sessions to ensure the health and safety of students. Progress will be documented and communicated to parents on a regular basis through email, phone calls, or another preferred method defined by the parent. Documentation will include, but not be limited to, an explanation/note of the duration, manner, means, content, activities, and progress using communication methods stated above and standard reports used by Galway Junior/Senior High School. Instruction and services will be appropriately modified and adapted to meet the needs of the student, and be cognizant of their attention, ability, independence, and a balancing of expectations with the time and circumstances.

Galway Junior/Senior High School will provide continuous collaboration with parents and families to ensure that students continue to be provided FAPE consistent with the need to protect the health and safety of students and their service providers.

Galway Junior/Senior High School is committed to providing 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. Further, we will maintain regular communication with the parents/guardians and other family members to ensure that they are engaged in their children's education during the reopening process.

To address the diverse educational needs of students with disabilities, Galway Junior/Senior High School will plan and support collaboration between the 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. Communication and collaboration will occur with the CSE and CPSE of the 31 component districts through regular meetings to ensure that each student's individual education plan is followed during in-person education and to the greatest extent practicable during remote instruction.

Instruction and services will be appropriately adapted to meet the needs of the student, and be cognizant of their attention, ability, independence, and a balancing of expectations related to the goals of the IEP. Staff delivering education and services will document each student's progress and that will be communicated to parents on a regular basis through email, phone calls, and standard reports used by Galway Junior/Senior High School. Documentation will include, but not be limited to, an explanation/note of the duration, manner, means, content, activities, and progress. Resources to assist parents and caregivers will be shared by teachers and related service providers.

Galway Junior/Senior High School will provide continuous collaboration with parents and families to ensure that students continue to be provided FAPE consistent with the need to protect the health and safety of students and their service providers.

Galway Junior/Senior High School will maintain records to document the implementation of each IEP. The documentation will include, but will not be limited to: narrative records of how the student is adjusting to live, hybrid, and remote instruction during 2020-21, a record of what instruction and services were provided, a record of formative, summative, and standardized assessments and their results as well as progress monitoring documentation, a record of school-family collaboration, and the provision of compensatory services records.

Galway JR/SR High School follows all New York State Department of Education Standards and practices. Due to our facility closing in the Spring of 2020 subject curriculums have been

narrowed to create power standards. These power standards served as the focus of our hybrid and remote instruction.

Universal Assessment Tool

During the opening of school in the Fall of 2020, grades 6-8 will use iReady as an assessment tool to identify student's knowledge of the power standards and determine any gaps that need to be closed. Our instructional plans will continue to narrow our standards to ensure student learning experiences are high in both engagement and rigor.

Grading

Galway Junior/Senior High School identifies specific grade-level and course standards for which students need to demonstrate mastery. We provide students with specific feedback that gives students multiple opportunities to demonstrate learning in a variety of ways. We will provide every student with standards-based grades four times per year regardless of instruction delivered on-site or remotely. The expected standards are shared with families via the classroom teacher during the beginning of each year, on each quarterly report card, and during 5-week progress reports.

Galway Junior/Senior High School will use the Google Classroom platform for hybrid and remote instruction. Students and parents will be able to use this platform, phone calls, or emails to receive answers to questions. Galway Junior/Senior High School will continue to use our technology Help Desk for parents and students to enter technology tickets to receive technology support.

Beginning of the year will focus on instructional technology training for students.

CAREER AND TECHNICAL EDUCATION (CTE)

- Galway Junior/Senior High will work in collaboration with regional BOCES to ensure safe work-based learning opportunities. All program participants will be supervised by certified work based learning coordinators.
- Placements will be dependent upon credential requirements and graduation timelines. The coordinator will oversee the needs of the industry and students.
- Internships will be flexible and allow for remote formats when possible.
- All NYSDOH regulations will be followed for work sites including cleaning and social distancing.
- School counselors, virtual opportunities and hands on options will be provided as safety permits to obtain college and career readiness opportunities and exploration.

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

- Galway Junior/Senior High School will restrict off-site field trips, special congregate events, and visitors considering the risk for COVID-19 transmission.
- Galway Junior/Senior High School will offer extracurricular on a case by case basis with some clubs meeting remotely.
- Galway Junior/Senior High School will continue to partner with the Glenville YMCA to provide after school care abiding by all NYSDOH and NYS Education Department guidelines requiring social distancing, PPE usage, and cleaning and disinfection.
- Galway Junior/Senior High School will restrict any outside use access to the building.
- Fall sports start dates have been pushed back to September 21, 2020 by New York State Public High School Athletic Association (NYSPHSAA) as of July 16, 2020
- As of July 16, 2020 if interscholastic athletics are not permitted in the fall, NYSPHSAA has proposed a condensed, three season schedule beginning January 4, 2021. The plan consists of three, 10 week seasons.
- Information regarding athletics is changing rapidly. Section 2 is expecting a more concrete plan to be released in early to mid-august. Up to date information can be found on the Eagle Nation Athletics website.

SPECIAL EDUCATION

Galway Central School will provide FAPE including specialized instruction and related services. When in person, the IEP will be followed as documented. In the event that remote learning is required, the district will provide multiple pathways to IEP implementation and instruction. Supports will be built in, including but not limited to; technology, specialized instruction, progress monitoring, assessment, scaffolding, and collaboration. Consideration for compensatory services will be determined based upon NYSED regulations.

Progress monitoring, assessment and interactions will occur at regular intervals and allow for meaningful documentation and involvement in the families preferred language and mode of communication.

Both accommodations and modifications will ensure access and equity to the general education curriculum in consideration of the student's unique disability related needs.

Referrals to the Committee on Special Education will be received and implemented through a combination of remote and in person methods with regulations implemented for distancing. Such referrals will follow Commissioner's Regulations section 200.4 (a). Meetings will mutually agree to meet through means of participation requirements through video conferencing and teleconferencing.

English Language Learners/Bilingual Education and World Languages

The school district will provide the required instructional Units of Study to all ELL's based on their most recently measured English-language proficiency level during in-person or hybrid instruction.

- Communication will be in the family and student's preferred language and mode of communication.
- All ELL students will receive instruction that supports college and career readiness with Units of study at their LEP level.
- All educators of ELLs will be provided with professional development that complies with Part 154 of the commissioner's regulations.

STAFFING

In order to assure that all teachers are properly certified, all certified positions are posted on our website and via the Online Application System for Educators (OLAS) for a month, or longer if needed. Other advertising and recruiting avenues include: print ads through the Times Union or other local papers, social media posts or ad buys (Facebook), and/or social media posts; participation in job fairs; collaboration with local colleges and universities. In recent months we have been more aggressive in reaching out directly to candidates found in OLAS via email if they are properly certified in the subject area to encourage them to apply.

If we are unable to find a properly certified candidate, we then are searching qualified candidates in the content area (i.e. Math 7-12, if the vacancy is for a Special Education Teacher that teaches Math content area) Once a candidate is selected and hired as substitutes, the candidate has a meeting with the building principal to review the certification process. This meeting outlines the specific requirements for obtaining the certificate (i.e. exams, workshops and coursework). The building principal will then monitor the certification progress throughout the school year. There is follow-up with new hires as needed to keep them on track for completing the certification requirements in a timely manner.

TEACHER AND PRINCIPAL EVALUATION SYSTEM (EDUCATION LAW 3102-D/APPR)

Evaluation

The Galway Central School district's plan ensures that all teachers and principals will be evaluated pursuant to our currently approved APPR plan, including any variance applications approved by the Department. All teachers in our school district shall 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.

STUDENT TEACHING

The Galway School District will allow for student teaching opportunities. All students teachers will be trained and required to follow all regulations and safety procedures established by the District in accordance with the NYSDOH and NYSED.

Meeting Dates with Shareholders for updated plan

Monday, April 12, 2021- Junior/Senior High School Department Meeting

Friday, April 16, 2021- 7th Grade Team Meeting

Monday, April 19, 2021- Parent Meeting via Zoom

Tuesday, April 20, 2021- Junior/Senior High School Faculty Meeting

Thursday, April 22, 2021- Board of Education Meeting

Key References

- State Education Department Issues Guidance to Reopen New York State Schools
(July 16, 2020)
- State Education Department Presents Framework of Guidance to Reopen New York

State Schools (July 13, 2020)

- Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools During the COVID-19 Public Health Emergency, NYS Department of Health (July 13, 2020)
- [Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools During the COVID-19 Public Health Emergency \(April 9, 2021\)](#)

Additional References

- Interim Guidance for Sports and Recreation During the COVID-19 Public Health Emergency (June 26, 2020)
- Interim Guidance for Food Services during the COVID-19 Public Health Emergency. (June 26, 2020)
- Interim Guidance for Office-Based Work during the COVID-19 Public Health Emergency. (June 26, 2020)
- Interim Guidance for Public Transportation Activities during the COVID-19 Public Health Emergency. (June 26, 2020)
- New York State Department of Health Novel Coronavirus (COVID-19)
- New York State Education Department Coronavirus (COVID-19)
- Centers for Disease Control and Prevention Coronavirus (COVID-19)
- Occupational Safety and Health Administration COVID-19 Website

Submitted by Brita M. Donovan, Superintendent of Schools

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