

Joseph C. Wilson Magnet High School
Reopening Plan 2020-2021

“Excellence for all students in all aspects of their development.”

Building Name: Joseph C. Wilson Magnet High School
Grade levels: 9-12
Address: 501 Genesee Street, Rochester, NY 14611
Principal: Julie VanDerwater
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As per Governor Cuomo and the New York State Education Department document on *Recovering, Rebuilding, and Renewing: the Spirit of New York’s Schools Reopening Guidance from July 13, 2020*. This document details how Joseph C. Wilson Magnet High School plans to reopen the school building safely.

| General Information |
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| <p>Distance Learning 9-12</p> <p>Students in grades 9-12 will follow their typical class schedule in a remote learning environment. Doing so will ensure consistency and continuity of instruction, eliminate conflicts, and build natural breaks (lunch) into the day for students. This also retains planning time for teachers. Class periods will be adjusted to allow for a “screen time break” and transition time between classes. A combination of synchronous large group instruction, synchronous small group instruction, and asynchronous learning will be provided to students each week.</p> <p>Below is what the “Hybrid Model” will look like if the District transitions to this model</p> <p>Hybrid Model 9-12</p> <p>Week 1 / Week 2: Students come to school four days a week to receive face to face learning. Students will be split into Group A or Group B to provide 50% occupancy and groupings will include grade level, courses, and cohorts. Direct instruction will be delivered to students in small groups within their classroom while maintaining health and safety measures outlined by CDC guidelines. Note: Parent Preference to Distance Learning: students will work 100% remotely and will not come to the building for instruction. Parents need to contact the school as soon as possible to indicate distance learning is preferred.</p> <p>Hybrid Model for Specialized Instruction Programs 9-12</p> <ul style="list-style-type: none">○ Students with Disabilities that receive their instruction in a specialized program will attend school for in person instruction on Monday, Tuesday, Thursday, and Friday. |

- Parent Preference to Distance Learning: students will work 100% remotely and will not come to the building for instruction.
- Electives: Students with Disabilities at Wilson take general education electives. They will receive their self-contained core classes in person, while electives will be provided virtually (LRE).

Additional General Information:

- Virtual instruction will occur by classroom teachers through Google Classroom, Zoom, etc.
- Students will access OCR courses for classes that they have previously failed when applicable.
- Wednesday will include planning, virtual office hours, department meetings, and professional development for staff members while the building is deep cleaned.

Communication

- Information will be communicated, in English and Spanish, with families in August 2020.
- The school will use the language line for translation services to communicate with families that speak a language other than English and Spanish.
- Weekly/ Monthly updates will be shared with families through the Wilson Website, Facebook, robocalls, and emails.

Health and Safety

- **Health Checks:**
- Staff:
- Staff may begin to enter the building at 6:30 am.
- ALL staff must swipe their badge to enter through the Exit 9 doors
- ALL staff will be temperature checked before entering the building by a School Safety Officer and or nurse.
- Staff Screening Time: 6:30-7:15 at Exit 9 (Principal, Head Secretary, or SSO)
- No staff member should not hold the door open for other staff.
- Staff will complete an online screening questionnaire daily (electronically) before reporting to work.
- Screening questionnaire determines whether the individuals has:

Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19

- Tested positive through a diagnostic test for COVID-19 in the past 14 days.
- Has experienced any symptoms of COVID-19, including a temperature of greater than 100 degrees in the past 14 days.
- Has traveled internationally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.

- Student Screening:
 - ALL students will be temperature checked before entering the building at Exit 1 (Nurse, SSO, Home School Assistant)
- Arrival:
 - Bus Riders:
 - Students will be let off the bus one bus at a time at Exit 1.
 - Students will adhere to social distancing (6 feet apart) prior to entering the building.
 - Walkways will be labeled for social distancing.
 - Once in, students will walk down the hall to scanning at Exit 2.
 - Walkers:
 - Students who are dropped off will enter through Exit 1.
 - While waiting to enter, social distancing will be followed.
 - Late Arrivals:
 - Students are considered late starting at 7:30 am.
 - Students arriving after 7:35 am will enter through Exit 1, be scanned, then report to Office 127 to get a late pass.
- Visitor Screening:
 - Visitors will be screened at Exit 1 (SSO will take temperature and confirm invitations/appointment)
 - Visitors will be expected to make an appointment, have a prescheduled meeting approved by building administration, or be invited in to the building by administration.
 - Visitors must enter their name, time in, purpose, of visit, and time out.
 - The pen used for sign in and sign out will be sanitized after each use.
- Deliveries:
 - All deliveries will be made to Exit 9
 - No food deliveries will be allowed to the building
 - All mail deliveries will be made to the Main Office through Exit 1
- **Social Distancing:** We will maximize social distancing whenever possible. Staff will remain 6 feet apart as much as possible. If more than one staff member is in a common area, they must be 6 feet apart with an appropriate face covering.
- **Management of Ill Persons:** Anyone showing signs or symptoms of COVID-19 will be isolated until they can be sent home. The isolation room will be located in the office next to the nurse's office and supervised by the nursing staff.
 - Any staff member or student with a fever of 100 degrees or greater will be isolated until they can be sent home. The room for student isolation will be a combination of staff members that have volunteered to serve in this role.
 - The most common symptoms of COVID-19 include:
 - Fever or chills (100 degrees Fahrenheit or greater)
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue

- Muscle or body aches
- Headaches
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- It is strongly recommended that all staff are educated to observe students or other staff for signs of any type of illness such as:
 - Flushed cheeks
 - Rapid or difficulty breathing
 - Fatigue or irritability
 - Frequent use of the bathroom
- Any students/ staff exhibiting any of these symptoms should be seen by the school nurse after being admitted in to the isolation room.
- Returning to school:
 - If person has NOT been diagnosed with COVID-19, they can return to school:
 - Once there is no fever (without the use of fever reducing medicine) and have felt well for 24 hours.
 - If they have been diagnosed with another condition and has a healthcare provider written note stating that they are clear to return.
 - If a person has been diagnosed with COVID-19, they should not return to school and stay home until:
 - It has been at least 10 days since the first symptoms.
 - It has been at least 3 days since a fever (without the use of fever reducing medicine)
 - It has been at least 3 days since symptoms improved (including coughing and shortness of breath).
- **Health Hygiene:**
 - Restroom:
 - Students will use the restroom one at a time.
 - Bathrooms will be locked and only opened by an SSO or administrator to ensure only one student is using the restroom at a time.
 - Bathrooms will be cleaned periodically throughout the day.
 - Students/staff will be expected to wash hands following specific guidelines.
 - Signage will be displayed by sink.
- **Face coverings:** ALL staff and students MUST wear a face covering when moving around the classroom and the building or within 6 feet of others.
- **Cleaning and Disinfecting:** All areas of the school will be cleaned daily.
 - Spray bottles will be available for staff members to utilize.
 - Hand sanitizer is also available throughout the building.
 - Classrooms will also be provided small cleaning kits.

Facilities

- **Physical Footprint/ Utilization of Space:** All areas of the building will adhere to guidance.
 - Classroom Seating:
 - Students' desks must be 6 feet apart (side by side).
 - All students should be facing forward.
 - Students will have a designated space in their classroom that they will work at all day
 - Students will not share any materials.
 - Student spaces will be cleaned daily.
 - Hallways:

Social distancing will be in effect in hallways.
 - There will be designated staircases for up only and down only in each hallway.
 - Students and staff must wear face masks at all times in the hall.
 - Up only staircases- Exit 2, 3, 9
 - Down only staircases- Exit 1, 10, 4 (close off back stairwells by music rooms)
 - Staff and students will move at staggered times in the hallways and stay to the right-hand side of hall
 - Elevator Use:
 - Elevators should be used only when absolutely necessary.
 - Only one person is allowed on an elevator at a time. (Except for circumstances related to a health plan or IEP)
 - Student Belongings: There will be no locker use this year.
- **Evacuation Drills and Lock Down drills:**

These drills must still be conducted and will adhere to social distancing measures via updates ERP.
- **Drinking Fountains:**
 - Students will have access to drinking water via bottle filler station only.
 - Water drinking spouts will be fully covered and unavailable for use.

Child Nutrition

Pre-made breakfast and lunches will continue to be available to all our students at all our High School Distribution Sites from 9 am to 1 pm Monday through Friday. We have 16 long tables that could seat 4 to a table socially distant. In the Main Cafe, 64 students can be seated with this setup and no booth or Senior Cafeteria usage. Floor markers and signage will be required for students waiting for food.

Students will be called up to receive their lunch by table.
Students and staff will wear masks when not seated in the cafeteria

- Breakfast:
 - Students will eat in the café.
 - Hands will be washed/sanitized before and after breakfast.
- Lunch:
 - Students will eat lunch in the cafeterias.
 - Masks will be worn whenever students are not seated at their assigned seats in the cafeteria.
 - Tables/ desks and floors will be labeled to maintain consistency in seating and social distancing.
 - Students will adhere to social distancing rules (6 feet apart) when waiting in line, entering, and exiting the cafeteria.
 - Students will remain seated while eating and garbage will be collected by an adult.
 - All cafeteria tables, benches, counters, etc. will be sprayed and cleaned between each lunch period by the Custodial Team.
 - Hands will be sanitized before and after lunch.

Transportation

- The school bus is an extension of the classroom. Transportation will have guidelines for seating, etc. on the bus.
- Social distancing, cleaning, and face coverings will be required.
- Early pick up:
 - Parents will be expected to call the school ahead of time to arrange a pick up time. At that time the student will be sent out to them.
 - Office staff will call for the student and confirm with SSO that parent is in front loop.
 - Students will exit through the Exit 1.

Social Emotional Well-Being

- “Social emotional well-being must be schools’ and districts’ top priority in supporting school transitions, not at the expense of academics, but in order to create the mental, social, and emotional space for academic learning to occur.”
- The SST and MTSS Teams will be available for referrals of students who are experiencing an increased level of distress and anxiety. Each day, teachers will spend time connecting, and relationship building as a group.
- The school Social worker, Psychologist, Counselors, and Home School Assistants will support families and provide information on community resources as needed.
- Classroom teachers will maintain a positive, supportive, and respectful learning

environment in all settings. Time will be allocated for teachers to facilitate class meetings and community circles. Administrators and all members of the Social-Emotional Team (Administrators, counselors, social workers, school psychologists, school nurse, and behavior specialists) will continue to support individual students, teachers, and families during periods of distance learning.

School Schedules

- In person instruction and Distance Learning instruction: Students will attend in person following a Group A or Group B schedule
 - Group A students in grades will attend in person instruction on Monday, Tuesday, Thursday, and Friday with distance learning occurring on Wednesday.
 - Group B students will also have the option to participate in distance learning Monday through Friday.
 - No students will report in person on Wednesdays.
 - Staff will report to the school building Monday – Friday.
- Regular Time Schedule
 - Students will follow the normal time schedule for classes that they are taking in person
- Distance learning platform- Teachers will update distance learning daily (Monday through Friday).

Attendance and Chronic Absenteeism

- Students must attend instruction daily, even when that instruction is being provided in a remote learning environment. Each teacher will take daily attendance for each class at the secondary level, and every day at the elementary level by the child's teacher. Teachers and students are expected to engage in substantive daily interaction (teacher to students and students to teacher).
- Teachers will be required to take attendance.
 - In person attendance- see Staff Handbook
 - Social distancing attendance – will enter contacts made/participation in PowerSchool
- Chronic Absenteeism- the Attendance Team will continue to meet weekly in order to monitor students' engagement levels. The team will identify students that need support and work with staff in connecting for engagement.

Technology and Connectivity

- The district has provided Chromebooks for all high school students as well as options for connectivity.
- Staff will provide distance learning opportunities that are meaningful, accessible, and authentic to each student.
- Students are expected to bring their own Chromebooks and power cords for use in the

classroom. Electronics should not be shared between students.

- Teachers will be expected to use technology to provide review and new learning opportunities for all students.

Teaching and Learning

- Teaching and Learning Goals:
 - We will provide clear opportunities for equitable instruction for ALL students.
 - We will inform students in writing of the learning standards, course expectations, and grading policies for each individual class.
 - We will maintain continuity of learning using instructional models (in person, remote, hybrid).
 - We will provide standards based instruction.
 - Substantive daily interaction will occur with teacher to student and student to teacher.
 - We will provide clear communication of plans with families.
 - Access to classrooms may be limited on Wednesdays in order for deep cleaning to occur.

Special Education

- Students will have the option of participating in Group A, for in person instruction Monday, Tuesday, Thursday, and Friday. Class on Wednesday is virtual.
- Students in Group B can access all education virtually.
- Consultant Teacher and Resource Room students will receive services in person on days in school, and remotely when home.
- Documentation will be kept on students' IEP goals.
- Communication with families is necessary.
- More information will come on CSE meetings.
- Related services will follow social distancing guidelines.