



Berlin

CENTRAL SCHOOL DISTRICT

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Stephen Young, PhD, Superintendent of Schools

Berlin Central School District Announces Preliminary Reopening Plan

July 30, 2020

District Objective For School Readiness for September 2020:

The goal of the Berlin School District is to provide the best possible educational services to the greatest extent possible under the given circumstances.

The following principles guided the Berlin Central School District reopening plans:

- Adherence to state guidelines and the health, safety, and well-being of our students and staff is our top priority.
- Equity and access for all students within our diverse school population must be a consideration for every part of our plan,
- Flexibility to provide in-person, remote and a hybrid learning environment as needed so that we are prepared to move from one model to another if regulatory changes occur during the school year.
- To ensure that all learning experiences are standards-based and high quality for all students.

Communications

The Berlin Central School District will:

- Post and maintain all school reopening plans on the District website and have hard copies available at each school in the languages spoken by families.
- Follow COVID-19 protocols for safety and adhere to the CDC/DOH guidelines regarding any COVID-19 related communication.

To best communicate district expectations, inform parents on pertinent information, and ensure the fluidity of communication between the school and the home as it pertains to school business, the District will:

- Maintain regular communication with parents through the following platforms:
 - School Messenger
 - Schoology/SeeSaw
 - Parental emails
 - The District webpage
 - District FaceBook page
- Individual teachers will be assigned to each student in order to ensure that daily communication occurs.

Health and Safety

To best ensure that the district can place the health and safety of our students, staff, and community members as one of our highest priorities, the Berlin Central School District will:

- Ensure that all staff and students wear a face covering over their nose, mouth and chin except when engaged in instruction, eating, or seated at a desk/table that has been placed at an appropriately distanced from their peers and staff. (Approved dividers may also be used to create barriers.)
- Build face covering breaks into the daily schedule
- Ensure the daily health screening of all employees
- Require parents to take their child's temperature each morning before going to school. Anyone with a temperature greater than 100.0F will need to stay home from school as per the DOH guidance.
- Maintain 6 feet of social distancing while in school and on school grounds wherever appropriate (e.g. common areas such as entrances/exits, lobbies, hallways, etc.)
- Strictly adhere to all directional signage or other COVID-19 related materials displayed through the school buildings.
- Train students on proper practices of hand hygiene, respiratory hygiene, social distancing, and symptoms of COVID-19.
- Limit visitors to the buildings to only those requiring access for school business. Prior approval from the building administrator is required.
- Follow the CDC and DOH guidelines when cleaning and disinfecting all district facilities and buses.

Teaching and Learning

To ensure that the district can provide the best learning opportunities for all of our students, to ensure the best teaching environment for all of our staff, and to ensure that high expectations for academic success in grades K-12 are kept at the forefront of our efforts as a district, the Berlin Central School District will:

For Students in Pre-Kindergarten - Grade 6:

- Provide in-person instruction four days per week (M, T, Th, F)
- Provide remote learning experiences on Wednesdays
- Offer a remote learning model
- Provide 1:1 technology and expect students to comply with all district policies related to the use of District technology, networks, and devices

*Please note that Grade 6 will attend as described in the above section (PK-6), but will physically attend class in the Berlin Middle-High School building

For Students in Grades 7 - 12:

- Provide students with in-person instruction two days per week and provide remote instruction the other three days.
- Assign students to attend in-person on Monday/Thursday OR Tuesday/Friday. Every student (grade 7-12) will learn remotely on Wednesdays and on the other days he/she is not scheduled to attend in person.
- Split students into two equal cohorts (approximately half of each grade level 7-12) so that they may be in-person on Monday and Thursday or Tuesday and Friday. These cohorts, which will be referred to as the Green Team and the Gold Team, will attend in-school or remote learning on opposite days (exception- Wednesdays).
 - For example, the Green Team will attend on-campus learning on Mondays and Thursdays while the Gold Team receives remote instruction on those days. The Gold team will attend on-campus learning on Tuesdays and Fridays while the Green team receives remote instruction on those days. All students will be provided learning experiences remotely on Wednesdays.
 - Individual students will receive their schedules before the first day of school.
 - Mondays and Fridays will be deemed “Day 1” for courses that meet only every-other day; Tuesdays and Thursdays will be deemed “Day 2” for courses that meet only every-other day. Wednesday will not be labeled.

- Will offer a remote learning model
- Assess students according to the following percentages:
 - 20% participation and attendance to instructional experiences
 - 65% formative assessments (graded discussions, posts, responses, smaller quizzes, classwork, homework, etc.)
 - 15% summative assessments (larger assignments such as projects, tests, essays, presentations, etc...)
 - Each quarter will be worth 25% of a student's overall grade
 - Students will receive numeric grades in all courses during the 2020-21 school year, which will apply to student GPA and class rank for high school courses
- Align instruction with priority/anchor standards as outlined by NYS guidelines
- Continue to provide devices to each student, and expect students to comply with all district policies related to the use of District technology, networks, and devices
- Follow the NYS Department of Education's guidelines, which do not define learning experiences solely as a student's time spent in front of a teacher or in front of a screen. All time when students are engaged in "meaningful learning experiences under the guidance and direction of a teacher" will count toward the final course/unit of study minutes. For example, this may include: time to complete assigned tasks, viewing of an instructional lesson or videos, responding to posts or questions, engaging with classmates in an online (or other) format, time spent reading/researching, and time spent meeting with faculty and staff face-to-face, via an online format, or any other appropriate method. All requirements of the units of study (i.e. learning experiences equivalent to 180 minutes per week) will be met whether students are in a remote, hybrid, or in-person model.
- Continue to offer the CTE/Questar III programs according to the Questar III schedule, which will be released at a later date. New Visions information and updates will also be released at a future date.

Special Programs

To plan for the needs of students who require additional programmatic support and to provide those who work with these students access to the best understanding, materials, and information to ensure that the needs of exceptional learners are met to the greatest extent possible the Berlin Central School District will:

- Continue to provide IEP services to students with disabilities to the greatest extent possible consistent with the changing health and safety conditions that exist. It should be noted that NYSED guidance continues to permit the same flexibility with respect to IEP implementation for delivery of services during school closures due to the COVID-19 outbreak to programs and services whether delivered in-person and/or remotely (e.g., flexibility with respect to the mode and/or manner; group or individual sessions; specific group size for related services, frequency, duration and location of related services, and special class size ratio, etc.).
- Provide all students in grades Pre K-6, including students with disabilities, in-person instruction four days per week.
- Provide students with disabilities in grades 7-12 in-person instruction four days per week (versus two days a week in-person for students without disabilities).
- Attempt to schedule self-contained classes to meet in-person four days per week if possible.
- Reduce class sizes in all grades to maintain social distancing protocols. Attempts will be made to adhere to the recommended 50% ratio in integrated co-taught classes to the greatest extent possible to maintain the intention of those services. Related services and academic services will continue to be provided to the greatest extent possible while adhering to all health and safety protocols and maintaining health and safety as a priority for our staff and students.

Social Emotional Learning (SEL)

To ensure that the Berlin Central School District can meet the social emotional needs of each of our students, and all of our staff during these unprecedented times of stress the Berlin Central School District will:

- Provide resources regarding mental health, behavioral, and emotional support services/programs to families through electronic and/or person-to-person means
- Continue to provide community resources/referrals by school-based mental health staff as needed to address individual student and family needs that cannot be addressed solely through school-based supports
- Distribute social-emotional learning resources to school staff to support incorporating SEL into both in-person and remote learning experiences for students
- Provide resources and supports (including PD) to staff to increase knowledge and use of self-care and other coping strategies in and out of the classroom

- Provide structured social and emotional support opportunities for students, families, and staff regardless of the format of learning

Food Service

To ensure that the Berlin Central School District is prepared to meet the needs of all students as they pertain to delivery and reception of food services the Berlin Central School District will:

- Provide breakfast and lunch in a fashion that ensures appropriate social distancing, including allowances for eating in classrooms.
- Provide all enrolled students with school meals each school day whether in attendance at school or learning remotely. The process for food stations/delivery is being developed.
- Provide accommodations for students with severe food allergies, as needed.
- Students will be supervised during meal times and prohibited from sharing food and beverages unless members of the same household. This includes during celebrations such as birthdays and holidays.

Transportation

To ensure that the Berlin Central School District is prepared to meet the needs of all students as they pertain to transportation services during the COVID-19 pandemic the Berlin Central School District will:

- Require parents/families take the temperature of each of the students in their household and report the data on the EduForm app. (More information on this will come a bit later in the summer.)
- Require students and staff to wear a face covering at all times. Staff with direct contact with students will wear gloves. Students who do not have a mask when boarding their bus will be provided with one.
- Assign one student per seat unless the students reside in the same household. If students reside in the same household they will be assigned to share their seat with the other household residents.
- Assign one AM route and one PM route for each student riding the school bus. No alternate arrangements will be available. Regrettably, no bus notes will be allowed.
- Manage bus arrival and dismissal so as to permit appropriate social distancing.
- Encourage parent(s) to drive students to and from school, if feasible, in order to reduce density on buses.

- Mandate that if parents opt to drive students to and from school, they will still need to submit the health screening via the EduForm app.

Extracurriculars and Athletics

- As interscholastic sports and extracurricular activities are an important aspect of student life and the school community, it is our priority to maintain as many offerings as we can.
- Extracurricular activities may be conducted virtually.
- Under current state guidance, interscholastic sports are not permitted. The start of the fall season has been delayed until September 21, 2020, at the earliest. More guidance is expected soon.