The purpose of this plan is to ensure a smooth re-entry for staff and students during the COVID-19 pandemic. This plan will follow the guidelines set forth by the New York State Health Department and New York State Department of Education. District-wide initiatives and plans are set forth for in-person learning, hybrid learning, and remote learning depending on the need.
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Introduction

In response to the Novel Coronavirus (COVID-19), Panama Central School has developed a shared-decision making committee to provide guidance for the reopening of Panama Central School for the 2020-21 school year. Taking into consideration the fluid health crisis, the committee has prepared and planned for multiple scenarios including in-person learning, hybrid learning compliant with social distancing guidelines, and remote learning. As required by the New York State Education Department, this plan addresses the following assurances:

- Family Communication and Community Engagement
- Health and Safety
- Facilities
- Child Nutrition
- Transportation
- Social Emotional Well-Being
- School Schedules
- Attendance
- Technology
- Training & Learning
- Special Education
- Bilingual Education
- Teacher/Principal Evaluation and Certification

The safety of our students, staff and community are of the utmost importance. The Panama Central School COVID-19 Reopening Plan establishes and explains the procedures, practices and safeguards needed to meet the recommendations and guidance outlined by the following governmental agencies:

- Centers for Disease Control and Prevention (CDC) [CDC Guidelines for K-12 Schools](https://www.cdc.gov/coronavirus/2019-ncov/schools/k-12-guidelines.html)
- Federal Occupational Safety and Health Administration (OSHA)
- New York State Department of Health (NYSDOH)
- New York State Education Department (NYSED - Coronavirus)
- New York State’s “New York Forward” Guidelines

Based on the aforementioned guidance, district-wide initiatives and plans are set forth for in-person learning, hybrid learning, and remote learning depending on the need.
This plan was developed in collaboration with key stakeholders from all constituent groups, including:

- Administrators
- Teacher Representatives
- School Related Professional Association Members
- School Health Office Representative
- Parent Input via survey
- Board of Education
- Student Services Team Representatives

**Important Contact Information**

<table>
<thead>
<tr>
<th>For questions about...</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>A course assignment or resource</td>
<td>The assigned teacher Email addresses - first initial last name @pancent.org (ex. <a href="mailto:dcook@pancent.org">dcook@pancent.org</a>)</td>
</tr>
<tr>
<td>Technology-related problem or question</td>
<td>Brynne Hinsdale, Technology Director <a href="mailto:bhinsdale@pancent.org">bhinsdale@pancent.org</a> (716)782-4456</td>
</tr>
<tr>
<td>Social-emotional personal or academic concern</td>
<td>Dane Simmons, 7-12 Guidance Counselor <a href="mailto:dsimmons@pancent.org">dsimmons@pancent.org</a> (716)782-4422 Laura Myers, School Psychologist <a href="mailto:lmyers@pancent.org">lmyers@pancent.org</a> (716)782-4448 Nichole Brunecz, Social Worker <a href="mailto:nbrunecz@pancent.org">nbrunecz@pancent.org</a> (716)782-4761</td>
</tr>
<tr>
<td>Free Breakfast &amp; Lunch</td>
<td>Genevieve Jordan, District Clerk <a href="mailto:gjordan@pancent.org">gjordan@pancent.org</a> (716)782-2445</td>
</tr>
<tr>
<td>Role</td>
<td>Contact Information</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------------------------------------</td>
</tr>
</tbody>
</table>
| Superintendent (COVID-19 Safety Coordinator) | Bert Lictus  
  blictus@pancent.org  
  (716)782-2455 |
| Director of Instruction & Special Education | Emily Harvey  
  eharvey@pancent.org  
  (716)782-4469 |
| Secondary Principal                       | Danielle Cook  
  dcook@pancent.org  
  (716)782-4469 |
| Elementary Principal                      | Lauren Harper  
  lharper@pancent.org  
  (716)782-4414 |

**Communication/Family and Community Engagement**

The Superintendent of Schools and Building Principals will provide regular communication to families, responsive to recent changes/developments. Communication regarding academic instructional outlines, support for free breakfast/lunch, technological assistance, and mental health support are the foundation of these communications. Additionally, logistics of the closure and its implications on instructional delivery, grading, graduation requirements, etc. are communicated to families. The district utilizes mailed letters, the school website, Power Messenger parent broadcasting system, and social media as it applies to the documentation.

Teachers will communicate with families via email and telephone communications. Additionally, some teachers use Bloomz, Remind, and other communication tools. Google Classroom (our Learning Management System) and Power School (our student management system) are also used to provide insight into student engagement with assignments.

Panama Central School will host a virtual or socially-distanced Open House, Parent Teacher Conferences, and Parent Information Series as additional opportunities for Communication and Family and Community Engagement.
Health and Safety

Panama Central School Employees are required to review Safety Procedures created in July of 2020. Communication of this expectation has been set forth through an employee mailing and email communication. Additionally, all school and staff members will be required to complete Utica National’s Coronavirus Review training in order to ensure that all individuals who are regularly scheduled to be in the building to be aware of the impacts of COVID-19 and the mandated safety protocols.

Personal Protective Equipment (PPE)

In accordance to the NYSDOH guidance regarding face coverings, we will communicate and enforce expectations for the wearing of face coverings as follows:

- Face coverings will be required any time or place that individuals cannot maintain appropriate social distancing, individuals must wear acceptable face coverings.
- All individuals in our school facilities and on school grounds will be expected to wear face coverings if another person unexpectedly cannot socially distance; and for this reason, individuals - including students - must wear face coverings in common areas such as entrances/exits, lobbies, and when traveling in hallways around the school.
- Disposable face coverings will be available at each school and on school buses for students, staff and visitors in the event an individual does not have a face covering.
- Face covering breaks will be scheduled and available throughout the day.
- Students with special needs or students who are medically fragile may not be able to maintain social distancing, hand or respiratory hygiene, or wear a face covering or mask. It is important for parents/guardians to work with their child’s healthcare providers so that an informed decision can be made on how best to meet the child’s needs at school while protecting their health and safety.
- School personnel will assist students who have difficulty in adapting to wearing a face covering.
- The District will provide training to students, faculty, staff and families on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings. This training will extend to contractors and vendors, if the District will be supplying the contractors and vendors with PPE.

Social Distancing

Social distancing (6 ft or 12 ft during aerobic activity and singing) will occur during instruction and whenever practicable. When polycarbonate shields are not provided and social
distancing cannot occur, all students/staff will utilize cloth face coverings (ie. transitioning from class, walking in the halls, on buses to and from school etc.)

Health Screenings

- Parent communication will be sent home frequently from the Panama Central School Health Office in accordance with the CDC guidelines. Prior to the start of the school year, the CDC “What you should know about COVID-19 to protect yourselves and others” will be sent home.
- All students will be screened by the parent/guardian at home prior to boarding the bus/coming to school using a digital health screening platform on the students’ school issued iPad (a paper-based checklist will be provided for families who have limited internet access).
- Students will be required to present confirmation of completion of the digital or paper-based survey when they enter the building or they will be screened by the Health Office.
- If the child presents with COVID-19 symptoms the parent/guardian must not send the child to school and is asked to contact the school nurse.
- All other “non-COVID-19” absences should be reported to the school health office.
- Staff must self assess prior to entering the building and will be required to complete daily a health screening questionnaire.
- Visitors will be provided health screening questionnaires at the main entrance to complete before being granted access to the building.
- The district will display age appropriate posters as reminders of proper hand washing, proper utilization of face masks, how to stop the spread of COVID and how to protect yourself and others. Resources, including those are listed below:

  Handwashing is Your Superpower (Elementary School)
  Help Protect Yourself and Others (Elementary School)
  Stop the Spread of Germs (Elementary School)
  Wear a Cloth Face Covering to Protect You and Your Friends (Secondary School)
  Do it for Yourself and Your Friends (Secondary School)
  Slow the Spread of COVID-19 (Secondary School)
  Protect Yourself and Others from COVID-19 (Secondary School)

Isolation & Screening of Individuals Exhibiting Symptoms of COVID-19

Panama Central School has identified a location (separate from the Health Office) to house students and staff that exhibit COVID-19 symptoms until they can exit the building. A staff
member will be assigned to supervise students until a parent/guardian arrives to pick them up. The staff member will maintain social distancing and be provided appropriate PPE equipment including a face shield, face covering, gown, gloves, and a phone so that the school nurse, front desk monitor and staff member can communicate regarding the student and when the parent/guardian arrives for pick up.

Protocol for students/staff that exhibit COVID-19 symptoms:

Panama Central School has added the management of students or staff with symptoms of illness to the building and district safety plan. All staff members will be trained to follow the following procedures and the following information will be placed in each classroom:

- Whenever a student or staff member exhibits symptoms, with no other explanation these procedures should be followed:
  - Specific to the COVID-19 Pandemic, staff and students should identify the following signs of illness:
    - Flushed Cheeks
    - Rapid or difficulty breathing
    - Fatigue and/or irritability
    - Frequent use of the bathroom
  - If these signs or symptoms are noted, the student or staff member should be report to the School Health Office
    - If a student needs escorted down the hallway, a staff member should call the Health Office.
    - If a staff member needs to leave their classroom, they should call the Health Office.
  - The School Nurse will will follow the Chautauqua County Department of Health Staff Roles Flow Chart and the Screening Flow Chart in determining whether or not the child or staff member should be sent home.
  - If the School Nurse is unavailable, a student or staff member will be sent home at the discretion of an administrator.

Return to School

If a child is sent home with COVID-19 symptoms, the nurse will give the parent/guardian information from the Chautauqua County Department of Health Partnership in COVID-19 Disease Investigation, Contact Tracing, & Testing Memo. This includes information on return to school procedures for both students or staff members.
If a student or employee tests positive for COVID-19 the Chautauqua County Department of Health will follow the Isolation & Quarantine Flow Chart.

If an individual tests positive for COVID-19 they may return to in-person school when released from mandatory isolation by the Local Health Department (LHD). This is contingent on the following conditions but may be subject to change on an individual basis as determined by the LHD:

- It has been at least ten (10) days since the individual’s test date; and
- It has been at least three (3) days since the individual has had a fever (without the use of fever reducing medicine); and
- The individual’s symptoms have improved.

Students or staff members who exhibit symptoms of COVID-19 but test negative and are not close contacts of a confirmed case may return to in-person school contingent on the following conditions:

- The individual has a documented negative COVID-19 test result; and
- It has been at least 24 hours since the individual has had a fever (without the use of fever reducing medicine); and
- The individual’s symptoms have improved. OR
- The individual’s healthcare provider has diagnosed another condition and the individual has a written note stating they are clear to return to school; and
- It has been at least 24 hours since the individual has had a fever (without the use of fever reducing medicine); and
- The individual’s symptoms have improved.

Students or staff members who exhibit symptoms of COVID-19 but who are not tested for COVID-19 or do not have an alternate diagnosis by a healthcare provider may return to in-person school contingent on the following conditions:

- It has been at least ten (10) days since the onset of symptoms; and
- It has been at least 24 hours since the individual has had a fever (without the use of fever reducing medicine); and
- The individual’s symptoms have improved.
Testing

Under Education Law §906, school health services must notify the local public health agency of any disease reportable under Public Health Law. COVID-19 is a reportable disease and as such, school health personnel must contact the LHD when they learn that a student or staff member has tested positive for COVID-19. Notification can be made by calling 716-753-4491 during normal business hours or Sheriff’s Dispatch at 716-753-4232 after normal business hours and a public health nurse will return the call. Notifications may also be sent to covid19nursing@co.chautauqua.ny.us during normal business hours.

If the Chautauqua County Department of Health receives notice of a confirmed case, they will follow the COVID-19 School Student Contact Monitoring Process. School administration, school health staff, and student support services will work with the CCHD to provide information and assistance with investigations upon request.

Routine testing of students or staff members who demonstrate symptoms of COVID-19 should not be conducted. The decision of whether a test needs to be conducted is based on the individual and is determined by the student or staff member’s healthcare provider. If a student or staff member does not have a primary care provider, referral should be made to The Chautauqua Center (716-294-3985) or The Chautauqua County Health Network (716-338-0010) to assist in locating a provider. The LHD may or may not be consulted by the healthcare provider in making that determination.

COVID-19 testing sites, including free sites run by the New York State Department of Health, can be located by calling the NYS COVID-19 hotline, 1-888-364-3065, or visiting https://coronavirus.health.ny.gov/find-test-site-near-you. Persons seeking testing are advised to check with the testing site and person’s insurer in advance of being tested to confirm no patient responsibility for any fees associated with COVID-19 testing.

Contact Tracing

The important task of contract tracing is dependent on the accuracy of records. The following records may be utilized and analyzed when contract tracing occurs by the Chautauqua County Department of Health. Confidentiality will be maintained as required by federal and state laws and regulations.

- Attendance records to determine who was present and onsite (both students and teacher/staff attendance records)
- Student & Staff Schedules
School staff will not try to determine who is to be excluded from school based on contact without guidance and direction from the LHD. More information regarding this process can be found in the Chautauqua County Department of Health Partnership in COVID-19 Disease Investigation, Contact Tracing, & Testing Memo.

In the event of a COVID-19 outbreak in a school, the LHD, in conjunction with the New York State Department of Health, will implement its Public Health Emergency Pandemic Plan. Outbreaks are managed by the LHD based on individual circumstances and in full cooperation with the school district. During such outbreaks, the LHD will fully support the school district(s) with COVID-19 testing, investigations, contact tracing, and other appropriate actions, resources and consultation as deemed necessary and available.

If a school closure is necessary, school administration will discuss each situation with the LHD to determine what remediation efforts need to occur including but not limited to, closing an area, a classroom, a building, or an entire school. In accordance with New York State guidance, a percent positivity rate of 9% or greater in the Western New York Region will result in a closure of all schools districts in the region. In Chautauqua County, the LHD will monitor the percentage of students in each school building under mandatory isolation orders and provide support to district administration in determining whether closure is necessary in conjunction with state guidelines.

**Conducting school safety drills amid COVID-19**

- All required NYS school safety drills will be conducted with the consideration of the social distancing and face covering requirements. It is understood that evacuation drills will likely take longer than they would without social distancing.
- As part of the drill, students should be instructed that social distancing is part of the drill, however, in a real situation (i.e. fire) social distancing is secondary to the immediate need to evacuate. In that event, students and staff will wear face coverings if possible.
- Teachers will follow a staggered schedule and practice evacuating the building separately in order to maintain appropriate distance between students.
- Teachers and students will practice lockdown drills by remaining seated in their seats 6 ft. apart or with a face covering, while the teacher discusses procedures for an active shooter in the building.
Facilities

Summer preparations
To prepare for the arrival of students, teachers and staff, the following safety enhancements will be completed in each school building prior to the first day of teacher attendance:

- All entryway doors will have a sign that lets individuals know that they are required to wear a face covering inside of the building.
- Signage will be displayed throughout the building to inform and remind occupants of proper hygiene recommendations
- Markings for one-way traffic patterns through halls
- Markings to indicate 6’ social distancing where applicable
- Removal of excess furniture to create additional space for social distancing of students and staff
- Install polycarbonate shield partitions for forward-facing high contact positions (i.e. main office secretaries)
- Install polycarbonate barriers, compliant with NYS Sneeze Guard Regulations for student separation in spaces where a minimum of 6’ social distancing may not be possible
- Provide hand sanitizer in all classrooms as well as common areas. Hand washing with soap and water should be taught and encouraged especially when hands are visibly soiled. Hand sanitizer can be used if soap and water is not available. Alcohol based hand sanitizer should only be used by children under adult supervision
- Review all HVAC settings to ensure all spaces are provided adequate ventilation
- HVAC filters will continue to be changed at recommended regular intervals with MERV rated or greater filters
- Steps have been taken to purchase polycarbonate barriers, medical gloves, no touch artery scanners, procedure gowns, N-95 masks, disposable masks for adults and children, disinfectant fogging machines, hand sanitizer, and disinfectant cleaning products.

Capacity
Capacities for the maximum number of people (based on room square footage, student enrollment, and social distancing considerations) have been determined in classrooms, cafeterias, libraries, and gymnasiums.

Spaces (communal spaces, gathering spaces)
Panama Central School has identified instructional spaces to provide greater social distancing and/or smaller class sizes.
Visitors to the Building

- Building procedures
  - Limit access of visitors
  - Communication to parents and community regarding limitation of visitor access
  - All visitors must read and answer the self assessment questions before being allowed entry to the building

Special considerations

- Water bottle filling stations will be available and staff and students will be encouraged to bring a water bottle.
- Hand sanitizer will be available near high-touch surfaces.
- Face coverings will be worn in restrooms.

Cleaning & Disinfecting Procedures

School Maintenance Staff will hold the primary role of cleaning and disinfecting the school building in accordance with the NY Department of Health Interim Guidance for Cleaning & Disinfection of Public & Private Facilities for COVID-19.

During lunch periods a school employee will be positioned in the cafeteria to ensure that all student seating areas are disinfected. Time has been planned in the lunch schedule to ensure time between lunch groups.

Child Nutrition

Panama Central School enlists Personal Touch Food Services to address all applicable health and safety guidelines, Child Nutrition Program requirements, and students’ personal needs, including but not limited to food allergies.

In-Person Child Nutrition

All students who are attending in-person will have access to the cafeteria for breakfast and lunch. Students will be able to pick up breakfast and take it to their classroom where they will be socially distanced and able to remove their mask to eat. Students will be able to obtain lunch from the cafeteria and will be provided seating for lunch either 6 feet apart or with a barrier separating them from other students. Students will be directed to stop at a wash station to wash
their hands prior to eating their breakfast or going to lunch. Lunchroom monitors will be present to not allow students to share food and beverages.

Remote Child Nutrition

Students who will be learning remotely will have an opportunity to pick up their meals the day prior to their remote learning day(s) to take home with them. Students who will be remote learning for more than two days will have the opportunity to pick up their meals by appointment at the school.

Transportation

Transportation Planning and Bus Capacity

All families will be contacted to determine the number of student riders for the 2020-21 school year. Students will be encouraged to walk to/from school and to encourage parents to drop off/pick up students. Additionally a hybrid model schedule will decrease the school building capacity to approximately 75% of students attending daily. This will allow for the district to reduce density on district provided Transportation.

Daily Transportation Procedures and Health & Safety Procedures

- Students and Staff will be required to wear facial coverings at all times while on the bus.
- Students with a medically documented disability that prevents them from wearing a mask will be seated alone or with a family member so that they can be properly socially distanced from other students while on school transportation.
- Disposable face coverings will be provided to students who do not have their own when boarding the bus.
- All bus drivers and bus attendants will be monitored on a daily basis, including responding to self-monitoring protocol.
- Buses will be cleaned and disinfected on a daily basis in accordance with the Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19.
- High touch surfaces will be wiped down between bus runs.
- All professional drivers, monitors, attendants, and mechanics will be provided personal protective equipment, including but not limited to masks and face shields (when requested).
- Every transportation driver, monitor and attendant will have access to a set of gloves in the event that they will be required to make physical contact with a child.
- Students and staff should wear face coverings at bus stops and on buses.
● We will instruct and train students and parents regarding how to maintain 6-foot distancing at bus stops and while loading and unloading.
● No school transportation vehicles will be equipped with hand sanitizer and all professional drivers will be notified that hand sanitizer is not allowable, as it is considered to be highly flammable.
● All professional drivers will be directed that they are not allowed to carry hand sanitizer onto a student transportation vehicle.
● Hand sanitizer will be made available in the transportation staff break room, next to the time clock, and at the entrance to the bus garage.
● School Transportation vehicles will follow a staggered arrival and dismissal schedule to ease congestion in the building.

Arrival/Dismissal Changes for Parent Drop off and Pick up
Traffic flow patterns and procedures for drop off and pick up have been developed to ensure density control. Specific procedures will be shared prior to the start of the school year with all constituent groups.

Out of District Transportation
Any student attending a nonpublic, parochial, private, or students whose Individualized Education Program have placed them out of district will be provided transportation when those facilities are open for in-person learning even when the home district is not open.

Social Emotional Well-Being
Panama Central School will follow the District-Wide Comprehensive School Guidance, Mental Health Education, and Foster Care Plan. This plan enlists the expertise of the School Administration Team, School Counselor, School Psychologist, Social Worker, and Certified Health Teachers to ensure a multi-tiered approach to ensure that all students in grades UPK-12 are provided support in attendance, behavior, and academic performance.

Attendance and Chronic Absenteeism
Teachers will take attendance of all in-person and remote learning sessions. Students learning remotely will be expected to participate in core classes via google meet and/or google classroom.

In an effort to provide support to families and to increase participation and engagement, we will utilize support personnel. This may be teacher aides, teaching assistants, teachers &/or members
of our student services team (School Counselor, School Psychologist, School Social Worker & Administrators) who support a student and their family to increase engagement and participation/attendance.

Students identified by the building principal will be provided support to assist students and families in removing barriers to education. This could include technology support, time management support, motivation/encouragement, opportunities for connections with a school staff member for social-emotional benefits, and academic support.

**Technology and Connectivity**

All students & teachers are provided with a district iPad. A survey will be sent to parents to assess availability to reliable internet. Any family who does not have reliable internet access will be contacted by the district technology staff to perform a needs assessment. Installation of community Wi-Fi hotspots will be researched as well as the possibility of Mi-Fi units distributed to families if necessary.

**School Schedules**

**In-Person**

Whenever deemed safe, Panama Central School will return to a traditional schedule with 100% building capacity. This will require individuals to be less than 6 feet apart throughout the majority of the day. This will only take place with the approval of the New York State Department of Education and Department of Health.

**Hybrid**

Panama Central School has developed a Hybrid Learning Schedule that decreases the building capacity to approximately 75% in order to allow for proper social distancing.

**Elementary Schedule**

All students in grades UPK-6 are scheduled to participate in learning in-person. UPK will remain in two sections in the morning and afternoon. Cleaning and disinfection will take place in between the scheduled sections. Students in grades K-6 will be broken from two sections into three sections in order to decrease the room capacity and allow for all students to be seated 6 feet apart while in the classroom.
While seated 6 feet apart, students will be allowed to remove their face coverings, if they choose to do so. If students need to move about the classroom or transition into the hallways or common areas, they will then be required to wear a face covering. Instructions on when students will need to wear a face covering will be provided to students by their classroom teacher.

A modified schedule has been developed to ensure that all students receive instruction that aligns with the New York State Learning Standards by a certified teacher.

**Secondary Schedule**

Courses and teachers will follow the traditional master schedule. All students in grades 7-12 will be broken into two groups by administration. These groups will be communicated prior to the start of the school year. Both groups will participate in their courses simultaneously. One group will participate in-person and one group will participate remotely. This will decrease the in-person attendance each period to approximately 50% on a daily basis. On a student’s remote scheduled day, they will be required to participate remotely in their four core courses (ELA, Math, Science, & Social Studies) and Spanish. All other courses will only follow an in-person schedule.

When students are in-person, they will be seated 6 feet away from one another. While seated 6 feet apart, students will be allowed to remove their face coverings, if they choose to do so. If students need to move about the classroom or transition into the hallways or common areas, they will then be required to wear a face covering. Instructions on when students will need to wear a face covering will be provided to students by their classroom teacher.

The students and teachers will utilize the district Learning Management System, Google Classroom for posting and submitting all assignments to ensure clear communication of expectations for both in-person and remote learners.

**Schedule Summary**

- Group 1 - In-person A/B Days; Remote C/D Days
- Group 2 - In-Person C/D Days; Remote A/B Days

*Scheduling aligned with District Calendar Days*

- Remote & In-Person - ELA, Math, S.S., Science & Spanish (approx. 3hr. daily)
- In-Person Only - Art, Music, Phys. Ed., Technology
Remote

Elementary Schedule
If a school closure is required, all students in grades UPK-6 will be engaged in remote learning. Students and teachers will utilize the district Learning Management System, Google Classroom for posting and submitting all assignments. A video conferencing schedule will be followed to ensure that all students are engaged in face-to-face instruction with a certified teacher. This schedule takes into account the age and maturity of all students and ensures that students will have time for breaks and one-on-one conferencing with their teacher, if needed.

Secondary Schedule
If a school closure is required, all students in grades 7-12 will be engaged in remote learning. Students and teachers will utilize the district Learning Management System, Google Classroom for posting and submitting all assignments. Students and teachers will follow the same bell schedule for video conferencing that is utilized during the hybrid model of learning. Students will be required to video conference daily in their four core courses (ELA, Math, Science, & Social Studies) and Spanish. All other courses will follow an every other day schedule on their regularly scheduled “in-person days” according to the hybrid learning model.

Schedule Summary

Remote - ELA, Math, Social Studies, Spanish & Math
(approx. 3hr. of total instruction daily)
Remote - Art, Music, Phys. Ed., Technology
(approx. 2.5 hr. of total instruction/ 2 days out of 4 day cycle)

Video Conference on “In-Person” (according to hybrid schedule) Days

Lunch Schedule
Under a Hybrid Schedule, Panama Central School will increase the number of lunch periods in order to properly socially distance students from one another while in the cafeteria. The following is the Hybrid Lunch Schedule with student counts for each scheduled lunch period.

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<th>11:05-11:35</th>
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<th>12:15-12:45</th>
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<td>K/1st</td>
<td>Lunch</td>
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**Approx. 58 Kids**

<table>
<thead>
<tr>
<th>2nd/3rd</th>
<th>Lunch</th>
<th>Approx. 53 Kids</th>
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<tbody>
<tr>
<td>4th/5th</td>
<td>Lunch</td>
<td>Approx. 75 Kids</td>
</tr>
<tr>
<td>6th-8th</td>
<td>Lunch</td>
<td>Approx. 63 Kids</td>
</tr>
<tr>
<td>9th-12th</td>
<td>Lunch</td>
<td>Approx. 67 Kids</td>
</tr>
</tbody>
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**Teaching and Learning**

Panama Central School has developed three learning scenarios, in-person, hybrid, and remote to meet the health and safety needs of students and staff. The committee took into consideration the learning process and best practices of learning in order to ensure academic success for all students. Both explicit and implicit instruction strategies were considered when planning for the reopening in the three different scenarios. The committee broke down these instructional strategies into four primary pieces of a learning cycle which are outlined in the chart below and ensure that planning met the needs of each specific part of the learning process.

---

The following is an outline of all three scenarios:

**In-Person**

When students do not need to be 6 ft. apart and socially distanced, Panama Central School will return to a traditional learning environment and schedule.
Hybrid

Elementary School

In order to properly socially distance students in the building, Panama Central School will host all Elementary School (grades UPK-6) students in-person split from two cohorts per grade level to three cohorts per grade level. All cohorts will be provided instruction that aligns with the New York State Learning Standards by a certified teacher. Students will be socially distanced/separated by a barrier while in their classrooms and provided instruction on proper hygiene and procedures for transitioning throughout the building.

While seated at their desks, students will have an opportunity to remove their face covering, if they choose to do so. Polycarbonate barriers will be placed between a student and their teacher whenever re-teaching, differentiation, or assessment requires the teacher and student to be in close contact. During whole group instruction, teachers will socially distance themselves from students or wear the appropriate PPE.

Secondary School

While students are in the building, they will be required to wear a mask whenever they are unable to socially distance. Once in their classrooms, students will be spaced 6 feet apart or will be protected by a barrier and allowed to remove their face covering. Teachers and students will be required to wear a face covering whenever re-teaching, differentiation, or assessment requires the teacher and student to be in close contact. During whole group instruction, teachers will socially distance themselves from students or wear the appropriate PPE.

Remote

Students will have access to video conferencing on a daily basis in order to receive instruction according to the aforementioned schedule noted in the “Scheduling” section of this plan. A daily video conferencing schedule will be followed for each subject area and takes into consideration the age and maturity of the students and the course content. Teachers will be asked to complete whole group direct instruction via video conferencing. Differentiation and Reteaching will be performed via individual meetings and/or office hours with their teacher. Independent practice and assessment will be performed through video conferencing and independently.
Learning Platform

All students and teachers will utilize the district Learning Management System, Google Classroom for posting and submitting all assignments to ensure clear communication of expectations for both in-person and remote learners. Zoom will be the district approved video conferencing tool to also allow consistency in platforms for staff, students, and parents.

Vulnerable Populations

Students with health concerns, those considered to have vulnerabilities, and/or students who are at increased risk for severe COVID-19 illness are encouraged to contact the Superintendent for additional information and guidance in response to their unique situation, so appropriate accommodations may be considered if necessary.

Special Education

In developing our reopening plans, the District has considered IDEA and the needs of our special education students to the fullest extent possible and ensures the provision of a Free and Appropriate Public Education (FAPE). In planning, the Least Restrictive environment has been central in the decision making on an individualized basis to ensure that every student has access to their grade-level standards and makes educational progress.

Children who are medically complex, who have neurologic, genetic, metabolic conditions, or who have congenital heart disease are at higher risk for severe illness from COVID-19 than other children. Further, students with special needs or students who are medically fragile may not be able to maintain social distancing, hand or respiratory hygiene, or wear a face covering or mask. It is important for parents/ guardians to work with their child’s healthcare providers so that an informed decision can be made on how best to meet the child’s needs at school while protecting their health and safety.

The district recognizes the role of the parent/guardian in the IEP process is critical. Parents and students with disabilities are always encouraged to be a part of the decision making process and attend the CSE meetings. During the closure parents were contacted with multiple attempts through various means (ie. email, phone calls, certified letters) to participate in virtual CSE meetings. The district will continue to conduct virtual or phone meetings until such time the health and safety of all parties can be ensured. The district will work with parents to establish a mutually agreeable timeline with those who wish to meet face-to face.
The district will ensure continuity of services to support the IEP in the event of a school closure through the development of specific grade level virtual schedules that address IEP needs.

**Bilingual Education and World Languages**

Communications and translations to parents/guardians will be in their preferred language and mode of communication. Instructional Units of Study must be provided to all English Language Learners (ELLs) based on their most recently measured English Language Proficiency, including former ELLs.

**Teacher and Principal Evaluation System**

All teachers and principals will be evaluated pursuant to the district’s currently approved APPR plan, including any variance applications approved by the Department.

**Staffing-General Considerations, Certification, Incidental Teaching, and Substitute Teaching**

Employees with health concerns, those considered to have vulnerabilities, and/or staff who are at increased risk for severe COVID-19 illness are encouraged to contact the Superintendent for additional information and guidance in response to their unique situation, so appropriate accommodations may be considered if necessary.

The District will ensure all teachers, school and district leaders, and pupil personnel service professionals hold a valid and appropriate certificate for their assignment. The District will employ substitute teachers to address staffing needs for the allowable amount of days, given their qualifications and teaching assignment. A waiver to employ substitute teachers in excess of the allowable days will be filed if necessary.