



KENMORE-TOWN OF TONAWANDA UFSD

2021-22 COVID-19 Response Plan

www.ktufsd.org/covid19



PLAN DEVELOPMENT

This plan was developed in direct response to the guidance, recommendations and requirements set forth by the following state and local agencies:

- New York State Governor's Office
- New York State Department of Health (NYSDOH)
- New York State Education Department (NYSED)
- Erie County Department of Health (ECDOH)
- U.S. Centers for Disease Control & Prevention (CDC)



Executive Summary

EXECUTIVE SUMMARY

In response to the Governor's orders, New York State Education Department guidance, Center for Disease Control (CDC) requirements and guidance, along with the Erie County Department of Health (DOH) guidance, this document is intended to offer the Kenmore-Town of Tonawanda UFSD (KTUFSD) information needed to plan for a successful school opening for the 2021-2022 school year.

Guiding Principles for Reopening Schools

Ken-Ton Schools will...

- consider the safety and wellness of students and employees, first and foremost;
- respond to the needs of vulnerable and high needs populations;
- be adaptable and flexible with the ability to move throughout the academic year from one Reopening Plan to another based on public health needs;
- synergize multiple operational and academic factors to develop effective plans;
- ensure engagement with all voices represented in the schools;
- maintain consistent communication with students, families and employees to ensure respect and success within the evolving situation.

As statewide and local COVID-19 public health needs continue to change, it is critical for all schools to plan for a variety of community mitigation strategies to slow the spread of the COVID-19 virus and its associated variants. In addition, all schools must plan for a variety of learning scenarios for the 2021-22 school year. The KT schools will need to consider multiple factors as they prepare to reopen, including community health needs, student and employee safety, operations, and teaching and learning best practices.

The Assistant Superintendent for Finance is designated as the District COVID-19 safety coordinator (administrator) whose responsibilities include continuous compliance with all aspects of the operational activities necessary to allow for any increased or decreased safety restrictions.

The Kenmore-Town of Tonawanda UFSD District and community are committed to providing the highest quality instruction for all students, which research supports are provided in person. Therefore, Ken-Ton will be open for in-person instruction five days per week for all students beginning September 1st, 2021, unless otherwise prohibited by state or local officials or deemed unsafe by state or local authorities.



Guiding Principles

GUIDING PRINCIPLES FOR RETURN TO IN-PERSON INSTRUCTION

To develop the most effective plans to return to full in-person instruction for all students, it is critical to incorporate various factors for comprehensive planning. Below are some factors to be considered:

- **Communication**
 - The KTUFSD is committed to ensuring timely and effective communications to the community. These communications will be developed in collaboration with representative stakeholders to the extent possible.
- **Student and Staff Health and Needs (including protocols, signage and instructional materials)**
 - All state and local community mitigation strategies required by school districts will be strictly enforced or exceeded. These mitigation strategies may include requirements for face coverings, physical distancing, cleaning and hygiene practices, protecting vulnerable populations, school nutrition and emotional wellness. Additionally, the KTUFSD will regularly evaluate the need for strategies and support beyond those required to meet the physical health and emotional health of our community.
- **Operations**
 - Ken-Ton is committed to ensuring there is no interruption to necessary services for our students, including the School Nutrition program and transportation. Ken-Ton will comply or exceed with all required state and local requirements and community mitigation measures to ensure safe and healthy facilities. These measures include meeting or exceeding ventilation and filtration systems in schools.
- **Social-Emotional Well-Being**
 - The District is committed to ongoing monitoring of student and staff well-being and will provide support, develop resources and establish the necessary systems to promote a responsive and supportive school culture.
- **Instructional Planning**
 - The District will continue to prepare plans to provide continued instruction in the event state or local leaders require the district to alter the learning model in order to comply with mitigation strategies or. These learning plans will involve partial or full remote learning plans and the professional development necessary for successful implementation, including developing related policies to accommodate needed adjustments, including attendance policies.



Health and Safety

GENERAL INFORMATION

Regularly and throughout the school year, administrators and representative stakeholders will consult the most recent federal, state and/or local guidance for school programs, including ongoing mitigation strategies, as well as prevention, support and communication resources. Each building will identify a COVID-19 point person who will coordinate any necessary efforts.

The Health and Safety section is a brief summary of those strategies that may be used by the Kenmore-Town of Tonawanda UFSD at any point during the 2021-22 school year. National, state and local guidance will always be consulted for the most up-to-date requirements and recommendations.

These factors have been considered when determining resumption of five-days per week of in person instruction:

- Ability to maintain appropriate social distance
- PPE and cloth face mask availability
- Availability of safe transportation
- Local hospital capacity – consult with the local department of health.
- All building plans were reviewed for maximum social distance guidelines.

Health Screenings

On a daily basis, employees, visitors, and students (and/or the student's parent/guardian) will be reminded to attest to not experiencing symptoms consistent with COVID-19, have not been recently (within the quarantine guidelines) diagnosed with COVID-19, nor being recently identified as a close contact of a person who has received a positive COVID-19 test.

Based on an AFFIRMATIVE response to one or more of the screening questions, the respondent will not be permitted to attend or remain in attendance in the school building, and the district may notify a local public health agency for further direction.

As a precaution, each school building will place thermal temperature scanners at the entrances of our schools. Any person who has a reported temperature above 100.4°F may be referred for additional temperature scanning or screening for symptoms.

Healthy Hygiene Practices

Healthy hygiene practices will be taught and re-taught in school settings for both students and staff. Schools are strongly encouraged to provide instruction to the school community in hand and respiratory hygiene, along with providing adequate supplies and time to allow for frequent hand hygiene. Additionally, schools must post signs throughout the school and should regularly share messages with the school community.



Plan for when a staff member, student, or visitor becomes sick

Each school will identify an area to separate anyone who exhibits COVID-like symptoms during hours of operation, and ensure that children are not left without adult supervision.

Sick staff members or children will be advised not to return until they have met CDC and/or DOH criteria to return.

Physical Distancing

Physical distancing means keeping the required space between yourself and others, which may vary across settings as determined by the CDC or DOH. Schools will develop, implement, and enforce distancing in all school facilities and on school grounds in accordance with requirements to the extent possible.

Physical distancing of three (3) feet between students, six (6) feet between staff and between staff and students will be instituted when possible in the classrooms, the library, common areas, and the cafeteria. We will reduce density in the cafeteria further to the extent possible without compromising the ability to provide in-person instruction. As required by the ECDOH, six (6) feet of physical distance in classes where students are singing or playing wind instruments.

Medically Vulnerable/ High-Risk Groups

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 and school 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.

Personal Protective Equipment (PPE)

Face coverings (masks) will be required to be worn at **all times** while indoors. Masks will be available for anyone who may not bring their own on any given day.

Mask breaks will be provided for students throughout the day. Face-coverings may be removed when:

- Indicated by faculty/staff
- Appropriate distance is able to be maintained.
- During meal consumption, while students are seated and appropriate distance is maintained.
- During designated "mask breaks" while appropriate social distance is maintained.
- In-person gatherings when held in an open, well-ventilated space with appropriate social distancing among participants.
- Exceptions to mask/face covering requirements will be made for those for whom it is not possible due to documented medical conditions, disability impact, or other health or safety factors. In these cases, this exception must be approved by the school nurse.

All individuals indoors in school facilities and on school grounds must wear a face covering at all times. This includes faculty, staff, visitors, students and contractors, regardless of vaccination status.



Plan for when a student or staff member receives a positive diagnostic COVID test

The district will comply with the Department of Health (DOH) and Center for Disease Control (CDC) guidance for the return to school of students and staff following a positive screen for COVID-19 symptoms, illness or a diagnosis of confirmed case of COVID-19. The return to school will also be coordinated with the local Department of Health (DOH).

Before and After School Care Programs

All on-site, community-based before/aftercare programs will follow school building and district plans.

Testing for COVID-19

The Ken-Ton School District is partnering with the Erie County Department of Health (ECDOH) to provide in-school COVID-19 testing as an additional layer of mitigation. **Testing is 100% voluntary.** Students can participate in two types of testing: surveillance testing and proximal testing.

- **Surveillance testing** is a proactive measure to prevent the spread of COVID-19 in schools. Each week, 10% of participating students (ones whose families have signed up through the ECDOH website) will be tested in a designated area of the building.
- **Proximal testing** is a measure to monitor for potential spread of COVID-19 in a classroom where a positive case has been reported. This would typically be conducted 3-5 days after exposure to an individual who tests positive. All participating students (ones whose families have signed up through the ECDOH website) will be tested as long as they are not identified as close contacts.

These testing programs were made possible through federal funding and ECDOH has partnered with Buffalo Homecare and Quadrant Biosciences to implement this program. Both types of testing use a self-collected oral swab PCR test (children will be given a swab and will be able to swab the inside of their cheek with Buffalo Homecare personnel assisting). Any students may participate regardless of vaccination status. More information regarding testing can be found at www.ktufsd.org/testing

New York State now requires all staff be tested each week. This is referred to as **screening testing**. Staff have the option of opting out of testing if they are vaccinated. We asked all staff to complete a mandatory attestation as to whether they can provide evidence that they are fully vaccinated. This has indicated a very high percentage of Ken-Ton staff are vaccinated. Those who aren't will undergo weekly COVID-19 testing consistent with this new requirement. Information will be shared with staff as to the means in which screening testing will be able to be completed.



Responsive Health Measures

Contact Tracing

In the event that any staff member or student receives a positive COVID-19 diagnosis, the District will perform contract tracing in accordance with the requirements set forth by the ECDOH. As such, the District will submit to the ECDOH the names of all staff and/or students determined to have been in close contact with a person who has tested positive for COVID-19.

Quarantine

In the event that any staff member or student receives a positive COVID-19 diagnosis, the District will mandate the appropriate quarantine measures in accordance with the ECDOH.

Vaccinated Individuals

Should a staff member or student who is fully vaccinated (received the last of two doses no less than 14 days prior) be identified as a close contact, such an individual is not subject to quarantine **if no symptoms exist**.

Should a staff member or student who is fully vaccinated (received the last of two doses no less than 14 days prior) be **experiencing symptoms**, such individuals are subject to isolation requirements set forth by the ECDOH.

Returning to School Following Illness

ECDOH requires that in order for students or staff to return to school following a COVID-like illness, regardless of vaccination status, one of the following criteria must be met:

1. A negative COVID-19 test result is provided; OR
2. A note from the student/staff's medical care provider with an alternate diagnosis and a negative COVID-19 test ; OR
3. At least 10 days have passed since the onset of COVID-like symptoms.



Facilities

GENERAL INFORMATION:

Prior to reopening the school buildings, administrators and stakeholders will consult the most recent federal guidance for school programs, including ongoing mitigation strategies, as well as prevention, support, and communication resources.

General Health and Safety

KTUFSD schools will follow all guidance related to health and safety. This will include meeting distancing requirements and cleaning and disinfection requirements necessary to prevent spread of infection.

Cleaning and Disinfecting

The District will conduct regular cleaning and disinfection of the facilities in accordance with or in excess of the requirements set forth by the NYSED, NYSDOH and/or ECDOH. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed. The district will continue to use electrostatic sprayers.

A deep cleaning of all buildings will take place each day. Toys, classroom objects, community play materials, community supplies, and physical education equipment will be disinfected daily. As per the CDC, outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection.

The District will provide disposable wipes to faculty and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and/or after use, followed by hand hygiene.

If an employee or student receives a positive COVID-19 case, the building and respective instructional space(s) utilized by the infected individual will be closed until the space can be fully disinfected.

Students should not be present when disinfectants are in use and should not participate in cleaning and/or disinfection activities.

Availability of Hand Sanitizing Stations

Sanitizing products will be provided and located at multiple locations throughout each school building, including each instructional space (classroom).



Ventilation

The buildings and grounds staff will ensure ventilation systems operate properly and increase circulation of outdoor air to the extent possible. All HVAC filters will comply or exceed those required by the NYSED, NYSDOH and/or ECDOH. Rooms with windows will be strongly encouraged to hold windows open to increase outside air circulation, unless this poses a safety or health risk to students using the facilities.

School Nutrition

Access to Meals

Students will have access to school breakfast and lunch meals every school day. Schools will determine location for meals when students are in attendance, complying with state or local requirements for physical distancing. For the 2021-2022 school year, all students will have the opportunity to receive one school meal for breakfast and one school meal for lunch at no charge. Additional meals or a-la-carte items will be subject to additional charges and such charges will be applied to student lunch accounts using the MySchoolBucks system. Families may make payments or review charges using this system.

Food Service Safety

The district will follow all health and safety guidelines as required by CDC and DOH. All standard operating procedures for sanitation will be updated for school kitchens, cafeterias, serving areas and storage areas.

The district will follow all necessary precautions to ensure the safety of our students with food sensitivities including all allergies and religious restrictions.

Transportation

Access to Transportation

All eligible students will continue to have access to transportation in order to access the educational environment at school.



Safety on the School Bus

The Kenmore-Town of Tonawanda UFSD will comply with all health and safety mitigation strategies required of the school transportation program by state or local leaders. These strategies may include opening windows for ventilation, and equipping buses with PPE and hand sanitizer, and assigning seats for ease of limiting contacts.

Per the NYSDOH and ECDOH guidelines, students are required to wear face coverings at all times on the bus. Students who are unable to medically tolerate a face covering are not subject to the required use of a face covering, and alternate arrangements may be made to ensure the health and safety of all individuals. Such individuals must have documented exemptions approved by the school nurse.

Students are expected to wear a face covering upon boarding the school bus or vehicle. However, PPE will be available for students who are not wearing appropriate face coverings prior to school bus or vehicle entry. Students who do not have a mask and refuse to accept the PPE that is provided will not be denied transportation, but may be subject to further action per the District's Code of Conduct.

Social and Emotional Wellbeing

The district's mental health team of counselors, social workers, and psychologists will follow up with identified students to conduct well-checks. Additionally, they will coordinate supportive individual and group sessions to the extent that is possible, consistent with those sessions delivered while school is in session.

The district will reinforce the connection to our Family Support Center (FSC) and other community-based mental health resources. Each school building will continue working with their Trauma Informed Champion teams to develop and train staff on universal strategies that embrace the five trauma informed principles (safety, collaboration, empowerment, trustworthiness, and choice.)

Classroom-based Social Emotional Supports

The district will continue to provide professional development opportunities for faculty and staff on how to talk with and support students during and after the ongoing COVID-19 public health emergency. The district mental health team will additionally curate resources for teachers and staff to use during classroom instruction.



Instructional Models

K-12 All In Person Schedule

The district's in-person schedule involves 100% of faculty, staff and students attending school in the physical building for a full day on each scheduled school day, with instruction delivered in traditionally scheduled courses/subject areas with established precautions for maintaining health and safety. Distancing measures will be in place and masks will be worn, in accordance with current health and safety requirements. Using this model, students will be actively involved in the school learning environment in physical buildings. In addition, instructional programs, to the extent possible, will maintain their current integrity.

Full Remote Learning:

Emergency Closure:

Remote learning will only be used in the event that a singular class is placed in quarantine by the local public health authorities, or an entire school or district is closed for in person instruction by federal, state or local authorities.

Neither students nor staff will attend school in the physical building in this case. Instruction will be conducted digitally through online methods. The structure of the classes, expectations for students and teachers, and protocols for taking attendance, delivering lessons and instructional materials, assessing student work, and grading/providing feedback will be provided at the time of closure, or as soon as practicable prior to closure.

Student Attendance

Attendance Requirements:

- Attendance of any school-age student of compulsory age, who resides in the district or is placed by a parent/guardian in another public school district, a charter school, or is placed by a district administrator or the CSE of the school district in educational programs outside the district (such as, another school district, BOCES, approved private in-State or out-of-State school, and State supported school) must be reported.
- Attendance must be reported by any reporting entity that is required to take attendance;
- Resident students of compulsory age who were not in attendance in a public school, including charter schools, nonpublic school, or approved home schooling program in the current school year must be



reported until they exceed compulsory school age, they no longer reside in the district, or the district has documentation that the student has entered another educational program leading to a high school diploma;

- Students who drop out while still of compulsory school age must be kept on the school attendance register until they exceed compulsory school age or move out of the district.

Chronic Absenteeism

Chronic absence, or absenteeism, is defined as missing at least ten percent of enrolled school days, which in New York State is eighteen days per school year, or two days per month

Technology

Determining Device and Technology Needs

Each student in the district has been assigned a device for his/her use. All students in grades 3-12 are expected to bring their devices back and forth to school each day, fully charged. A blended learning model will be utilized in all classrooms continuing during the 2021-22 school year and beyond. This model is supported by research-based practices for instructional methods that support academic and personal performance.

Access to Devices and Connectivity (Multiple Pathways)

All students and teachers have been provided access to devices that will ensure their full participation in all possible models of instruction during the school year. Homes that have connectivity issues may request mobile hotspots for internet service.

Tech Support

For any issues, please email: Tech_Support@ktufsd.org or enter a ticket in our new help desk system <https://ktufsd.incidentiq.com/>

Parents/Guardians may login to Incident IQ with their Infinite Campus username/password. For homes without internet access, feel free to leave a voicemail with a number: 716-871-2050



Athletics and Extracurriculars

Sports and extracurricular activities – Schools must consider the range of mitigation measures available to them and described in the “Sports and Other Extracurricular Activities” section of the CDC guidance to maximize the safety of all people (players, coaches, spectators), including vaccination, screening testing, and, if necessary, canceling all sports and extracurricular activities in counties with high transmission.

The Commissioner’s determination for masking in schools issued pursuant to 10 NYCRR 2.60 applies to **indoor settings**, including for sports and co-curricular activities. For indoor sports and co-curricular activities in which masking is not possible (e.g., swimming), a minimum distance of 6 feet must be maintained to deviate from the above referenced Commissioner’s determination. Spectators, referees and staff at indoor events must follow masking regulations. **Masks are optional for athletes, spectators and staff for sports that are conducted outdoors.**

To facilitate safe participation in sports, co-curricular activities, and other activities with elevated risk schools should consider implementing and requiring screening testing for participants who are not fully vaccinated. Schools can routinely test student athletes, participants, coaches, conductors/directors, trainers, and other people (such as adult volunteers) who are not fully vaccinated and could come into close contact with others during these activities.

Schools should consider implementing screening testing of participants who are not fully vaccinated up to 24 hours before sporting, competition, or extracurricular events.

Extracurricular Activities

The district will follow state and local requirements when planning for extracurricular activities such as clubs, school performances, school competitions, and other events beyond the school day. Decisions will be made at the district and school level and communicated to students and families.

Band, Chorus, and Orchestra Practice and Lessons:

ECDOH requires that individuals participating in activities which involve projecting the voice (e.g., singing) or playing a wind instrument must be 6 feet apart during practice and lessons and must wear a mask when not singing or playing.

Performances: ECDOH requires, to the extent practicable, that individuals participating in activities that involve projecting the voice (e.g., singing) or playing a wind instrument must be 6 feet apart during all performances and must wear a mask when not singing or playing. ECDOH further requires, without exception, at least 6 feet of distance between the performers and the audience during all performances.

