Family & Student Facing School Reopening Plan

Updated SY 2020-2021 AMS II
Remote Learning Plan

Proposed Model for SY 2020-2021 Reopening

Our current proposal is to remain in a full remote learning model through mid October until we receive any additional updates or guidance from New York State. Beginning Thursday September 10th, our students will be able to access grab and go meals for breakfast and lunch from AMS II on a daily basis. Once we gather progress report data (mid October), the school will open up as a resource support center while keeping school capacity at 25% as per New York State and Charter Management Organization guidance. Our school resource center will then be open on a daily basis for academic, counseling and technology support. A quiet space will also be provided for students to be able to do work, if needed.

*Information is subject to change pending major announcements from New Visions for Public Schools, the New York City Department of Education, and the New York State Education Department.*
School Data

- **Student & Family Comfort Level:**
  - 60% are not comfortable with a return in any capacity
  - 40% are ready in some capacity (this number includes both preferences of hybrid and full in person instruction)
Phase 1 - Reopening Model

Timeline: September through mid October (Information is subject to change pending major announcements from New Visions for Public Schools, the New York City Department of Education, and the New York State Education Department).

Phase 1: AMS II is to remain in a full remote learning model through mid October (progress reports) until we receive any additional updates or guidance from New York State.

- Beginning Thursday September 10th, our students will be able to access grab and go meals for breakfast and lunch from AMS II on a daily basis.
- Families and students will be able to request in person appointments for specific deliverables (ie: technology, supplies, or other items as requested). Initial requests should be made with the grade level assistant principal.
- Sped/ELL initial intake inventory (led by grade level support teams/in conjunction with SPED/ELL caseload managers) to ensure that our special populations families are appropriately set-up for remote instruction and have the opportunity to identify specific supports that may be needed to be met to ensure academic and socio-emotional success.
Phase 2 - Reopening Model

**Timeline:** Mid October through January 4, 2021 *(Information is subject to change pending major announcements from New Visions for Public Schools, the New York City Department of Education, and the New York State Education Department)*.

**Phase 2:** Once we gather progress report data (mid October), AMS II will open up as a resource support center while keeping school capacity at 25% as per New York State and Charter Management Organization guidance. Our school resource center will then be open on a daily basis for academic, counseling and technology support. A quiet space will also be provided for students to be able to do work if needed.

- Students will have access to the building by sign-up on their specific grade level (cohort) day. There will be two session times provided for entry to the building (9:00 am-11:00 am) or (1:00 pm -3:00 pm).
  - Mondays (9th Grade)
  - Tuesdays (10th Grade)
  - Wednesdays (11th Grade)
  - Thursdays (12th Grade)

*A 10:1 Teacher Student Ratio will be maintained, including 6 ft. of distance in all classrooms meeting occupancy under 50% capacity.*
Proposed Phase 3

**Timeline:** To Be Determined

Information is subject to change pending major announcements from New Visions for Public Schools, the New York City Department of Education, and the New York State Education Department.

**Phase 3:** Upon receiving guidance from the governor that it is safe to increase in-person capacity, AMS II is planning to run 2 hour student support sessions in the 10:1 ratio with a classroom dedicated solely to that group. Students will only be allowed to enter the building on their assigned time on the specified grade level day. Teachers and students will both have a shortened schedule with limited interaction (if any) to the other groups of students assigned for that day. This schedule will allow for teachers to leave the building for lunch and we will provide grab and go bagged lunches for students to distribute at assigned dismissal times.
Proposed Phase 4

**Timeline:** To Be Determined

Information is subject to change pending major announcements from New Visions for Public Schools, the New York City Department of Education, and the New York State Education Department.

**Phase 4:** Upon receiving guidance from the governor that it is safe to further increase in-person capacity, AMS II will operate in a socially distant instructional model that allows for blended learning adhering to all DOH and CDC Guidelines.
Remote Learning Plan

**Overview:** Each content area is going to have one teaching day of instruction, for the entire work day, with the exception of Spanish/Electives/PE /Health, and College & Career Readiness. The purpose of this is to help students get into a routine, develop a schedule, and limit the burnout from constant communication. It is understood that your curriculum will not proceed as normal, and that’s expected. The schedule will be as follows:

- Monday: **ELA**
- Tuesday: **Math**
- Wednesday: **Social Studies**
- Thursday: **Science**
- Friday: **Spanish/Electives/PE /Health**
- Self-Paced (Lessons Assigned on Mondays): **College & Career Readiness**
  - With the exception of 12th grade CCR which will follow a different schedule
Remote Learning School Data

- Students
  - Only 4% stated that they felt the remote learning structure was not favorable
  - 75% had favorable responses (with over 50% ranking it a 5)
  - 21% ranked the remote learning process a 3 (biggest area of concern-elective day with multiple classes in one day with same deadlines for assignments)

- Families
  - 80% felt the one day per content model was strong

- Staff
  - 97% felt the one day per content structure worked well and was sustainable for staff
  - 94% ranked it with a 3 or better (64% percent with 4s and 5s specifically) for how productive it felt for students
Student Supports & Family Communication

- Consistent Principal Email Communication
- Daily Attendance Team Outreach
- Bi-weekly Phone Calls from Student Advisors
- Targeted Grade Level Support Team (AP, Counselor, Social Worker, and Dean)
  - For any specific concerns at the moment please contact your Grade Level Assistant Principal
    - 9th: Ms. Pinkerton, cpinkerton17@charter.newvisions.org
    - 10th: Mr. Milbrand, dmilbrand3@charter.newvisions.org
    - 11th: Ms. B.Lopez, blopez27@charter.newvisions.org
    - 12th: Ms. Schneider, sschneider7@charter.newvisions.org
    - Principal: Ms. Manessis, smanessis10@charter.newvisions.org
- Weekly Teacher Outreach for At-Risk Students
- Individualized Outreach for Students With IEPs and ENL Students via Caseload Managers
Supply List

- Packets of Pens (blue and black)
- Pencils (several)
- Highlighters
- Packs of loose-leaf paper (several packs for the year) or notebooks/binders
- Eraser
- Laptop (If you are in need of a device, please contact your child’s grade-level AP and Ms. Yvelis Brown: Associate Director of Operations, ybrown11@charter.newvisions.org. For incoming 9th Graders, you will be contacted for an appointment to pick up a device the week of August 31st).

*Please note that AMS II will be sending out care packages to each student (within the first two weeks of school) to help get them started with the basic supplies to begin the school year*
Remote Learning Suggestions

- Please make sure your child is awake and ready to learn by 8am.
- Ensure that you have a working internet connection at your home and a device for students to complete their work on.
  - If you are in need of a device, please contact your child’s grade-level AP and Ms. Yvelis Brown: Associate Director of Operations, ybrown11@charter.newvisions.org
- Your child should have a quiet space to complete their assignments and attend live sessions.
- Please ensure your child is reaching out to teachers for support within the school hours of 8:15 am - 4:15 pm.
  - Please note that outreach beyond these hours may not receive a response until the following school day
FALL 2020 STUDENT OPT OUT

- As a formality, if you are opting out of in-person instruction and want a full remote learning experience for the fall (up to January 1 2021), please complete the form linked here by Friday, August 21st.
- You have the ability to opt back in at any time and we will continue to reevaluate as we receive more information and data in the coming months.
HEALTH & SAFETY
Facilities: Hygiene, Cleaning, and Disinfecting

AMS II will adhere to the hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “Guidance for Cleaning and Disinfecting of Public and Private Facilities for COVID-19.”

- The Associate Director of Operations (ADO) will work with the custodial staff to ensure cleaning and disinfection frequency for each facility type and assign responsibility. A log will be maintained that will include the date, time, and scope of cleaning and disinfecting.
- All students, faculty, and staff will be trained on proper hand and respiratory hygiene. Information will also be shared with families on ways to reinforce this at home.
- **AMS II will provide and maintain hand hygiene stations around the school, as follows:**
  - For handwashing: soap, running warm water, and disposable paper towels.
  - For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
  - Make hand sanitizer available throughout common areas, placed in convenient locations, throughout the building, including classrooms, shared spaces and exits.
Facilities: Hygiene, Cleaning, and Disinfecting

- Appropriate cleaning and disinfecting supplies will be provided to faculty and staff for their use while in the building.
  - Disposable sanitizing wipes will be provided to faculty and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and/or after use.
  - Students must support in cleaning by wiping down their own desks with provided sanitizing wipes after use.
- Regular cleaning and disinfecting of the facilities throughout the day following CDC guidance will be conducted by both the custodial and assigned building staff.
- More frequent cleaning and disinfecting of high-risk areas used by many individuals and for frequently touched surfaces will also be conducted. This includes door knobs, railings, desks, conference tables, etc.
Facilities: In Person Safety Procedures

- Social Distancing
  - Administrators and operations team members will be on hand to ensure 6 ft. of distance between all stakeholders upon entry and throughout all physical spaces. Any time personnel are less than 6 ft. apart from one another, personnel must wear acceptable face covering.
    - Social distancing markers will be placed using tape or signs that denote 6 ft. of spacing in commonly used and other applicable areas on site (e.g. clock in/out stations, bathrooms, entry, main offices)
  - A 10:1 Teacher Student Ratio will be maintained, including 6 ft. of distance in all classrooms meeting occupancy under 50% capacity.
Facilities: Shared Spaces

- Tightly confined spaces will be occupied by only one individual at a time. If occupied by more than one person, will keep occupancy under 50% of maximum capacity.
  
  ○ **Hallways:** To ensure that students are safe and practicing social distancing, once the students enter the school they must go straight to their assigned classroom (NO EXCEPTIONS). Operations team members will be assigned as hallway monitors to direct the flow of traffic and ensure that socially distant guidelines are being met. Signs, socially distant markers, and arrows will be posted throughout the building to reiterate the appropriate safety protocols.
  
  ○ **Bathrooms:**
    
    - Only 1 person at a time will be allowed to occupy restrooms. Operations team members will be assigned posts to ensure that occupancy is flagged.
    - If there is more than one person needing to utilize the bathroom at the same time, they must wait outside of the bathroom at a 6ft distance. Socially distant markers will be placed to ensure that the 6 ft distance is met.
    - Bathrooms will be disinfected on an hourly cleaning rotation to ensure cleanliness. Common high touch surfaces such as staircase railings and door knobs will also be sanitized daily.
Facilities: Shared Spaces

- 10:1 Teacher Student Ratio maintaining 6 ft. distance in all classrooms meeting occupancy under 50% capacity.
- All Campus Shared Spaces will not be utilized until further notice by our school (unless identified for sole use of AMS II as an instructional space).
- Use of separate entrances, staircases, and floors by each school located on the campus.
- In-person gatherings will be limited as much as possible and use tele- or video-conferencing whenever possible.
- All staff meetings, school assemblies, family events, and parent teacher conferences will be held virtually until further notice.
- No access to student or staff lockers until further notice.
- There will be a partition placed in our main offices separating our key personnel from visitors. There will also be sanitizer readily available for all visitors to use as they sign in. After each person leaves a common area, the area will be wiped with the proper disinfectant as approved by the CDC and DOH.
Facilities: Shared Spaces/Shared Objects

- Access to elevator use will be limited to only 2 staff members at a time (with appropriate social distancing of 6ft). Students are not allowed to use the elevator unless medically excused with an appropriate doctor’s note. If use is needed, social distancing rules will apply.
- Only contactless water fountains will be available for use.
- Staff and students will be provided with their own school supplies and care packages to avoid the sharing of objects and potential cross contamination.
  - It is recommended, that these supplies should be brought into the building for use when in the school building throughout each phase of reopening.
  - Students and staff will be provided with their own laptop (students/staff can also use their own personal device if they choose).
  - Students will be required to bring their own device from home when in the school building throughout each phase of reopening.
In Person Safety Precautions: PPE

- Face Coverings/Masks
  - All members of the school community (staff, students, families) and visitors are required to wear a mask or face covering.
  - All students are expected to have their own purchased mask prior to entering the school building.
  - Any person without a mask or face covering will not be allowed to enter the building.
  - Face coverings are mandated at all times, except for meals.
    - Face covering breaks for students if deemed necessary and when social distance can be maintained.
  - Students, faculty, staff, and visitors will be advised and reminded that they are required to wear face coverings in all common areas.
  - If a student or staff member chooses to wear a face shield, a mask must still be worn.
In Person Safety Precautions: PPE

- Additional Personal Protective Equipment (PPE)
  - Any personnel performing in-person screening activities, including temperature checks, will be provided with the appropriate PPE to be protected from exposure to potentially infectious individuals entering the facilities. Personnel performing screening activities will be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.
  - PPE provided will include an acceptable face covering or mask, gloves, a gown, and a face shield.
Entry

- **Temperature Checks:**
  - Upon entry of all staff, students, and visitor will be required to have daily temperature checks. Trained members of the leadership and operations teams will implement temperature checks.

- **Initial Screening:**
  - A screening questionnaire for faculty and staff reporting to school will be shared daily for completion; and weekly for students.
    - Records will be maintained that confirm individuals were screened and the result of such screening (e.g., pass/fail, cleared/not cleared).
  - Screening for all students, faculty, staff, visitors, contractors, and vendors, must be completed using a questionnaire that determines whether the individual has:
    - knowingly been in close 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 100.0°F, in the past 14 days; and/or
    - has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.
Screening Protocols

- Positive Screening Protocols:
  - Any individual who screens positive for COVID-19 exposure or symptoms (including a temperature of 100.0 at entry) will be immediately sent home with instructions to contact their health care provider for assessment and testing. For ease, AMS II has also put a plan in place to work with the school’s health clinic to get an immediate testing referral to Urban Health Plan located at 960 Southern Blvd. 2nd Floor Bronx, NY 10459
    - Students who are being sent home because of a positive screen (e.g., onset of COVID-19 symptoms) and need to be picked up will immediately be separated into the isolation room located in our school’s health clinic in order to be kept away from other students and supervised in a socially distant manner until their parent/legal guardian or emergency contact can retrieve them from school.
    - AMS II designees will immediately notify the state and local health department about the case if diagnostic test results are positive for COVID-19. AMS II will then put in place the identified next steps outlined by DOH.
Contact Tracing

- In the case of an individual testing positive, the AMS II Health & Safety Committee led by the ADO will support local health departments in tracing all contacts of the individual, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program.

- Please note confidentiality guidelines as required by federal and state law and regulations must and will be followed.
Trust & Communication

- Circumstances are shifting daily and adjustments need to be made quickly.
- Communication, honesty, feedback, and an open mind will be key as it is inevitable that we will go through several cycles of change this upcoming school year.
- We all must commit to adhering to the Safety & Health Guidelines to maintain a physically safe environment for our entire community.
- AMS II will continue to provide meaningful instruction and authentic assessments alongside needed academic and socio-emotional supports.
- Students must engage in learning, be present, demonstrate their understanding by completing assigned tasks, and communicate with their teachers and/or grade level teams whenever support is needed.
- Triangle of Success: School, Student, & Family
- AMS II will remain committed to making decisions that align with our school’s mission, vision, and goals.
WE WILL CONTINUE TO BE AMS II STRONG!!