



# ICHABOD CRANE CENTRAL SCHOOL DISTRICT

CHATHAM • GHENT • NASSAU • KINDERHOOK • STUYVESANT • SCHODACK • STOCKPORT

# Recovering, Renewing and Rebuilding

July 2020

*Learning, Teaching, and Growing – Together*

# Task Force Team Members

Suzanne Guntlow, Superintendent, Chair  
Michael Brennan, Business Manager  
John Wilary, ICTA President  
Steve Marotta, Director of Facilities & Operations  
Patrick Paratore, Questar Health and Safety Specialist  
Craig Shull, HS Principal  
Marcella Sanchez, HS Assistant Principal  
Anthony Marturano, MS Principal  
Tim Farley, MS Principal  
Andrea Williams, PS Principal  
Peg Warner, Director of Special Education  
Paul Caputo, Director of Information Technology  
Dan Doyle, Transportation Supervisor  
Todd DiGrigoli, Food Services Manager  
Tim Stewart, Athletic Director



## Planning Structure:

### *Four Sub-Committee – Chairs*

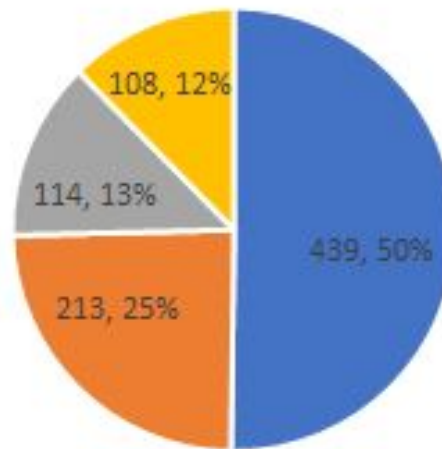
- **Academics** - C. Shull, A. Marturano, A. Williams, P. Caputo
- **Health and Safety** – M. Sanchez, P. Paratore, S. Marotta, M. Brennan
- **Mental Health and Social-Emotional Wellness** – P. Warner, T. Farley
- **Operations and Athletics** – M. Brennan, D. Doyle, T. DiGrigoli, T. Stewart



# Parent Survey Results

## School Format Preferences for 2020-2021

School Format Preferences for 2020-2021



- Attend school in person, in classroom everyday with safety precautions.
- Return with part-time at home remote learning and part-time face to face classroom instruction.
- Continue with full-time, at home remote learning.
- Undecided





# Academic Planning

- Districtwide Committee with Parents and Teacher Representatives
- Three Building Level Committees
- Meetings with Teacher Leaders (24) and Individual Teachers
- K-5 Academic Plan
- 6-12 Academic Plan

Craig Shull, HS Principal & Chair  
Anthony Marturano, MS Principal & Chair  
Andrea Williams, PS Principal & Chair  
Paul Caputo, Director of Technology  
Jessica Berner, PS Parent & BOE Member  
Stacey Kelly, HS Parent  
Carrie Knudsen, PS Parent  
Meghan Brown, MS Parent  
Keira Noonan, MS Student  
Erin Curry, HS Student  
Melanie Moon, MS Teacher  
Jeffrey Montague, MS Teacher  
Sue Mallery, MS Teacher  
Susan Jermain, MS Teacher  
Amy Giammattei, MS Music Teacher  
Greg Miller, HS Teacher  
Ingrid Monaghan, HS Teacher  
Sandy Dwileski, HS Art Teacher  
Jennifer Beebe, PS Teacher  
Maria Doubrava, PS Teacher  
Mary Ann Gorke-Verro, PS Teacher



## K-5 Academic Plan

- Grades K-5 In-Person Daily Instruction with an Increased Number of Sections to Accommodate for Social Distancing
- Utilization of Additional Faculty and Reconfiguration of Physical Space
- Academic Interventionist & Special Education Teachers Reassigned to Classrooms
- All Classroom Teachers NYS Certified in Elementary Education
- Adding One New Kindergarten Teacher in Lieu of 0.6 Academic Interventionist Position
- AIS Services Administered by Classroom Teacher
- Special Education Students will Receive Mandated Services from a Special Education Teacher
- All Special Area Classes Scheduled with Social Distance
- In the Event of Full Remote Learning, a Detailed Schedule will be in Place Using Google Meets and Seesaw



## 6<sup>th</sup>-12<sup>th</sup> Academic Plan

- Students Attend School In-Person for Two Consecutive Days on an Alternating Schedule
- Group A: Monday/Tuesday or Group B: Thursday/Friday
- Online Assignments & Independent Work on Alternating Days at Home
- Wednesday Designated for Virtual Small Group Instruction, Collaboration and Planning
- Implementation of Block Schedule at the MS to Minimize Rotation of Staff & Students - HS Retains Current Block Schedule Minus Homeroom
- In the Event of Full Remote Learning:
  - ✓ Students Follow Designated Schedule Each Day
  - ✓ MS: A/B Groups Utilized to Reduce Screen Time and Allow Smaller Groups of Students to Work with Teacher
  - ✓ HS: Utilize Day 1 / Day 2 Schedule - Will be Modified to Include Breaks from Screens and Small Group Instruction



# Academic Plan

6-12 Hybrid Model				
Monday	Tuesday	Wednesday	Thursday	Friday
Group A Students in school for in-person instruction	Group A Students in school for in-person instruction	<p><b>No 6-12 students in buildings.</b></p> <p>A.M.: Students will be participating in online learning:</p> <ul style="list-style-type: none"> <li>- Small group instruction</li> <li>- Additional support for at-risk students</li> </ul> <p>P.M.: Staff</p> <ul style="list-style-type: none"> <li>- Professional Dev.</li> <li>- Team Meetings</li> <li>- Dept. Meetings</li> <li>- Communication with parents</li> </ul>	Group A Students at home on remote instruction	Group A Students at home on remote instruction
Group B Students at home on remote instruction	Group B Students at home on remote instruction		Group B Students in school for in-person instruction	Group B Students in school for in-person instruction





# Academics

## Technology :

- Ichabod Crane is Committed to Ensuring all Students have Access to a Device and the Internet
- All Teachers will be Provided with a Chromebook
- All Students in Grade 3-12 will be Provided with a Chromebook
- Students in Kindergarten through Grade 2 will be Provided with a Device on an as Needed Basis in the Event of a Full Remote Learning Environment
- For HS Electives - Development of a Virtual Windows Desktop
- Professional Development Provided throughout Spring, Summer and Fall on Designing Effective Remote Learning Experiences
- Website Creation for Parents, Faculty, and Students to Provide “How to” Videos & Tutorials on Common Technology Issues; ICC Guide on Effective Distance Learning Strategies
- District will Ensure Student Data Privacy and Security is Maintained at all Times



# Operations and Athletics

## *Committee Members:*

- Dan Doyle, Transportation Supervisor
- Todd DiGrigoli, Food Services Manager
- Tim Stewart, HS PE Teacher & Athletic Director
- Mike Brennan, Business Manager
- Dave Ames, MS & HS Parent, Coach @ ICC HS & Collegiate Levels, ICC Teaching Assistant
- Alison Becker, PS Parent
- Christine Burke, MS Parent



# Operations and Athletics

## *Food Services: Pending USDA Approval*

- School Meals Provided in Conjunction with Applicable Health & Safety Guidelines in Compliance with Child Nutrition Program Requirements
- Grab & Go Style Breakfast Served off the Bus
- To-Go Style Lunches each day (No Vending Machines Available)
- Lunches
  - K-5: Bagged Lunches Delivered to Classrooms
  - 6-8: Combination of Eating in Classrooms or Cafeteria While Socially Distanced
  - 9-12: Students Will Eat in Cafeteria at Desks While Socially Distanced
- Meal Services Offered to At Home Students in Accordance with USDA Guidelines
- Students' ID Card Provided for Purchasing via Scanner – No Touch
- Individualized Health Care Plans for all Students with Food Allergies
- Parents Strongly Encouraged to set up a School Bucks Account to avoid Cash Purchasing



## Operations and Athletics

### *Transportation:*

- Masks Required on School Buses at All Times
- Social Distancing on the Bus with Occupancy Planned at 33% to 50% Capacity – Assigned Seating
- Parents/Guardians Encouraged and Asked to Drive when Possible to Help Reduce the Number of Students on each Bus
- As an Additional Safety Precaution - Exploring Capability to Scan Temperatures each Morning While Boarding Buses
- Parents/Guardians Must Also Screen their Child(ren) for Fever/Signs of COVID Prior to Getting on the Bus; Sick Students Must be Kept Home
- Members of the Same Household/Family Required to Sit Together
- Buses Cleaned and Disinfected between Runs and Sanitized Daily





# Operations and Athletics

## *Athletics:*

- NYSPHSAA Created a COVID-19 Task Force to Examine Potential Impacts
- Athletics on “Pause” until September 21st Pending the Governor’s Direction
- Fall Regional & State Championship Events Canceled - 7-Day Practice Rule Waived
- If Fall Sports are Interrupted/Impacted - Three Condensed Seasons Plan Implemented
- District Facilities Closed However Currently Reviewing Potential Reopening with DOH and School Attorneys



# Health and Safety

## *Committee Members:*

- Steve Marotta, Director of Facilities and Operations
- Patrick Paratore, Questar Health and Safety Specialist
- Mike Brennan, Business Manager
- Marcella Sanchez, HS Assistant Principal
- Michelle Warner, HS Nurse and K-12 Nurse Coordinator
- Dan Funk, HS PE Teacher
- Kate Cabral, PS Parent
- Jennifer Goldman, PS Parent
- Frank Wood, MS & HS Parent
- In consultation with Columbia County Department of Health

Committee work completed in conjunction with  
Department of Health and CDC Guidelines



# Health and Safety

## PPE

- All Staff Provided with Approved Mask
- Students Expected to Come to School with their Own Mask or Approved Face Covering
- Disposable Face Masks Provided to Students and Staff as Needed
- Students and Staff Must Wear Masks and will be Allowed “Mask Breaks” when it is Safe & Appropriate

## Health Checks

- Parents/Guardians Must Also Screen their Child(ren) for Fever/Signs of COVID Prior to Getting on the Bus; Sick Students Must be Kept Home
- As an Additional Safety Precaution - Investigating Temperature Checks for Students While Boarding the Bus/Parent Drop Offs Scanned Prior to Exiting Vehicle
- Temperature Checks and Daily Screening Questionnaire for Staff, Visitors, Contractors, and Vendors at Main Entrance Prior to Being Granted Entry



# Health and Safety

## *Social Distancing*

- Social Distance of at Least Six Feet Required - Seating/Desks Placed 6 Feet Apart
- Students & Staff Must Wear Approved Face Coverings (exceptions while eating and during designated mask breaks)
- Extra Supplies Provided to Prevent Sharing of High-Touch Materials (e.g. pens, pencils, erasers, etc.)
- Students in Restrooms Limited at any Given Time - Restrooms Disinfected Frequently throughout the Day
- Gatherings, Events, Assemblies, and Field Trips Canceled Until Further Notice
- Transitioning in Hallways will be Directional – No Use of Lockers
- Teachers Encouraged to Keep Windows and Doors Open When Possible





# Health and Safety

## Management of Ill Persons

- Designated & Supervised Isolation Room in Each Building for Students/Staff with Symptoms of COVID-19
- Staff Immediately Sent Home & Must Contact Healthcare Provider
- Student/Staff Reports Positive COVID-19 Test, School Nurse Coordinator Notifies Department of Health for Additional Guidance Including Contact Tracing
- The District will Work Under the Direction of the Department of Health Regarding Any Partial or Full School Closings
- Return to School:
  - If not diagnosed with COVID-19 by a healthcare provider, individuals can return to school when no fever, without use of fever reducing medicines, and felt well for 24 hours
  - In compliance with CDC Guidelines, anyone diagnosed with COVID-19 can return to school when it has been:
    - ✓ 10 days since the individual first had symptoms
    - ✓ 3 days since the individual has had a fever
    - ✓ 3 days since individual's symptoms improved, including cough and shortness of breath



# Health and Safety

## *Cleaning and Disinfecting:*

- Filtration and Ventilation Systems Exceed Minimum Requirements
  - ✓ Maximum filtration and ventilation based on our system's capabilities
  - ✓ Ventilation has been increased from 15 cubic feet per minute to 30 cubic feet per minute
- Increased Cleaning Staff in Each Building
- The district will clean and disinfect each area with the following frequency:
  - ✓ Classrooms: Clean daily, disinfect weekly
  - ✓ Restrooms: Clean and disinfect daily
  - ✓ Cafeterias: Clean daily, disinfect weekly
  - ✓ Libraries: Clean daily, disinfect weekly
  - ✓ Playgrounds: Per CDC guidance (see below)
  - ✓ Buses: After each bus run
  - ✓ Nurse's Offices: Clean and disinfect daily
  - ✓ High Touch Surfaces: Clean and disinfect frequently throughout the day



# *Mental Health and Social Emotional Well-Being*

## *Committee Members:*

- Tim Farley, MS Principal
- Peg Warner, Sped Director
- Lina Baker, PS & MS Parent
- Joe Alessi, MS Parent
- Michele Clarke, HS Parent
- Erin Mitchell, MS School Psychologist
- Amy Stephenson, PS School Counselor
- Kelly Bins, PS Psychologist
- Laura Sarno, MS Psychologist
- Kasey Conklin, MS School Counselor
- Dale Tuczinski, MS School Counselor
- Beth Ruiz, HS Psychologist



# *Mental Health and Social Emotional Well-Being*

- Professional Development:
  - ✓ Peaceful Classroom Training K-12 for Teachers and Teaching Assistants
  - ✓ Peaceful Kids - Targeted, Small Group, Counseling Groups Based on Peaceful Classroom Training
  - ✓ Trauma-informed and Trauma-skilled- Identify & Respond to Students Struggling with Trauma (Teachers, Teacher Assistants, Cafeteria workers, bus drivers/aides)
- Provide Training to Parents on Identifying Students Who May Need Social-Emotional Support
- Survey Students/Teachers/Parents to Identify Individual Needs and Develop Proper Interventions
- Utilize Data from School Closure (March-June) to Identify Potential At-Risk Students in September Based on Engagement, Social-Emotional Needs
- Maintain Updated Mental Health and Counseling Resource Page on District Website





# *Mental Health and Social Emotional Well-Being*

Additional Support for Staff, Students, Parents:

- ✓ Mindfulness activities school-wide each day
- ✓ Counselors/psychologists visiting all classes in September to inform students of their role in the school and how to access them
- ✓ Counselors/psychologists Provide Office Hours for Students and Parents
- ✓ Increase Time of Therapy Dogs in Classrooms
- ✓ Counselors Supporting Students-Teachers with “Mind-Up” curriculum



## *Next Steps*

Our full reopening plan will be released and published on the District Website on Friday, July 31st. Our primary goal is to have students participate in school as planned. After reviewing the district's plans, any parent/guardian who has concerns regarding their child's ability to return to school for in person learning should contact the building principal as soon as possible but no later than August 14th. The district will review each individual need and work with the family to address all concerns.

It is essential that we have accurate information as soon as possible in order to plan effectively for all students. We are currently investigating options for supporting students unable to return. Once we have gathered all of the information, then we can determine the best path forward.



# *Questions and Additional Information*

Question and Answer Session - Type any Questions into the Chat Feature

Please email any additional questions to Mindy Potts at  
[mpotts@ichabodcrane.org](mailto:mpotts@ichabodcrane.org)

Follow up virtual building level presentations are being planned for Wednesday, August 12th to provide additional information specific to each building's reopening plan.

*Thank you*

We are committed to supporting our students and empowering our staff to create the safest and most effective learning environment possible. Thank you for your trust and support. We ask for patience and understanding as together we navigate these unprecedented times.



**ICHABOD CRANE** CENTRAL SCHOOL DISTRICT