

Date of submission:

LEA name: Brass City Charter School District

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PRIORITIES

Fall Reopening Model

Brass City Charter School (BCCS) plans to have all students return to campus for full-time instruction on August 27, 2020, as long as public health data continues to support this model.

A plan for full reopening, along with modifications for partial reopening or school closing based upon health data, are contained herein.

Inclusion: All current BCCS students are assigned to regular classrooms for all subjects. Students receive additional support as indicated on IEPs and 504 plans.

As we transition students back to school, we will review our students' current academic achievement and move forward with new instruction.

Equity:

COVID-19 has had a traumatic effect on many children. We hope to ease the transition back to school relying on our social-emotional RULER program, the on-site health/mental health clinic, and student support office. We recognize that a child's social-emotional wellbeing is critical to their academic development. We are committed to seeing every child as an individual and will use our resources to support their social-emotional needs.

Access:

BCCS has 1:1 Chromebooks which will be assigned to individual students for use in the classroom and, if necessary, taken home for online learning. Chromebooks will be provided for all students who choose the remote learning option.

Per our family surveys, approximately 2% of students do not have internet access, and 8.6% have internet which is sometimes unreliable. If any families indicate that this is an issue, we will work to help them connect to available resources or, if necessary, will provide internet hotspots to students who require them.

Temporarily Choosing Not to Participate

Per our survey, approximately one-third of our families have chosen to continue learning remotely. Parents and students who choose not to participate in on-site classes will be offered a combination of synchronous and asynchronous learning, depending upon age and individual needs of the child/family:

- Recorded classroom lessons or videos to be accessed asynchronously
- Access to digital resources included in BCCS' reading, math, science, health and social studies programs
- Digital access to Newsela and/or classroom magazines such as Scholastic News and NatGeo Explorer
- Worktexts and math manipulative materials sent home
- Small-group (included guided reading) instruction online via Zoom
- Frequent check-in meetings with a teacher
- Individual tutoring and family check-ins as needed
- Special education instruction online as per IEP

School Liaison, Communications Plans, and Data Collection

Dr. Barbara Ruggiero, Executive Director, will serve as the COVID-19 Health and Safety Compliance Liaison. She will be responsible for engaging with students, parents, faculty, staff, and administrators to answer questions or concerns about health and safety requirements regarding COVID-19 concerns.

Communication plan:

BCCS has added a COVID-19 page to our website, easily accessible from the home page.

A dedicated email address, covid19@brasscitycharter.org, has been established. Emails regarding policy changes or updates will be sent out through the school messaging system via this email address, and incoming emails to this address will be forwarded to all school administrators.

Emergency communications will be sent via the school alert system which generates emails, texts, and phone calls to parents/guardians in the school information system.

Routine updates or policy changes will be communicated via email and Facebook, and will be posted on the COVID-19 webpage.

All communications sent via the school information system (or school alert system) automatically appear on the SIS bulletin board, which is accessible to staff and families.

In the weekly parent memo (emailed), a box for COVID-19 updates will be added, and a summary of policy updates for the week will appear, with instructions on how to access further details.

Information will be translated into Spanish.

Initial posting of reopening plan:

- Phone call/text/email via school alert system
- BCCS COVID-19 webpage
- Facebook notification with link to plan
- Notice in weekly family memo with link to plan

Changes/updates in policy, protocol, or health data:

- Email from "COVIDinfo" sent through school information system
- BCCS COVID-19 webpage
- Notice in weekly family memo with instructions for accessing full details on school website
- Facebook notification about changes with instructions for accessing full details on school website

Emergency cancellation of classes:

- phone call/text/email via school alert system
- BCCS website
- Facebook

Resumption of classes after period of emergency cancellation:

- phone call/text/email via school alert system
- BCCS website
- Facebook

Data Collection

A survey was sent to all families and data has been compiled regarding choice of in-person or remote learning, internet access, and transportation. Approximately 1/3 of families have chosen to continue remote learning for the time being.

OPERATIONS PLAN

Facilities

Classroom Layout

- Distance between workstations will be maximized, achieving 6 feet when feasible.
- Students will sit at individual desks, all facing in the same direction (rather than facing each other) in a configuration which maximizes space between work stations.
- Space between teacher and students shall be maximized due to the risk of increased droplets from teachers during instruction. If a teacher removes face covering or mask during instruction, spacing must be increased beyond 6 feet.
- Physical barriers (plastic screens) may be installed where appropriate. Staff and students will have access to face shields as an extra protection when meeting in small groups.
- Students will remain in class cohorts. For grades 7-8, teachers will move between classrooms.
- All classrooms will have hand sanitizer dispensers.
- Where health and safety conditions allow, (considering, for example, allergy and asthma symptoms) some instruction may take place outside. Social distancing will be maintained.

Reopening of Facility Before the First Day of Classes

- BCCS will comply with DPH Guidance for Cleaning and Disinfecting of Schools during COVID-19.
<https://portal.ct.gov/-/media/Coronavirus/20200622-DPH-Guidance-for-the-Cleaning-and-Disinfection-of-Schools.pdf>
- Water and ventilation systems will be checked and readied for return to school in compliance with DPH Guidance. BCCS will comply with DPH Return to Service Guidance for Building Water Systems.
https://portal.ct.gov/-/media/Departments-and-Agencies/DPH/dph/drinking_water/pdf/COVID-19-Return-to-Service-Guidance.pdf
- An isolation room for students/staff exhibiting COVID-19 symptoms will be established.
- Buildings have been cleaned and sanitized in preparation for the reopening of school.

Signs and Messages

- Signs and messages related to stopping the spread will be accessible in English and Spanish.
- Signs promoting everyday protective measures such as proper handwashing and properly wearing cloth face coverings will be posted throughout the campus.
- Resources regarding stopping the spread will be posted on the school website.

Ventilation

- BCCS will comply with DPH Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems during the COVID-19 pandemic.
<https://portal.ct.gov/-/media/Coronavirus/20200622-DPH-Guidance-for-School-Systems-for-the-Operation-of-Central-and-nonCentral-Ventilation-Sys.pdf>
- Building systems will be inspected regularly to ensure they are operating properly.
- Stale indoor air will be refreshed by opening windows.
- Window A/C units will be adjusted to maximize fresh-air intake. Blower fans will be set on low speed and pointed away from room occupants to the extent possible.
- Free-standing fans will not be used.

Training Related to Facilities

- All staff will be trained on health and safety protocols prior to the opening of school.
- An online training which includes social distancing, cleaning protocols, and hygiene practices will be required for all students and staff and will be made available to families who are interested. This training will be repeated as needed.
- Training will be provided as part of the onboarding process for new staff.

Bathroom Protocols

- Bathrooms cleaned and disinfected in compliance with DPH Guidance for Cleaning and Disinfecting of Schools during COVID-19.
<https://portal.ct.gov/-/media/Coronavirus/20200622-DPH-Guidance-for-the-Cleaning-and-Disinfection-of-Schools.pdf>
- Bathroom surfaces will be cleaned and disinfected twice per day.
- High-touch surfaces such as faucets, doors within toilet stalls, toilet handles, and dispensers will be spot-disinfected multiple times per day.

- Social distancing will be optimized in multi-stall shared bathrooms by closing off every other stall and every other sink.
- Main doors (to hallway) in multi-stall bathrooms will be propped open.
- A trashcan and paper towel roll will be placed by doors in single bathrooms to allow students and staff to use in order to prevent touching the door handle with their hands.
- Door handles will be disinfected throughout the day according to the cleaning schedule.
- Ventilation in bathrooms will be maximized.
- No personal items may be stored within bathrooms (including staff bathrooms).

Additional Cleaning Protocols

- Sanitizing stations will be set up in high-traffic areas including entrances and classrooms.
- Custodial staff will monitor levels of paper towels, sanitizer, and soap throughout the day to ensure that supplies do not run out.
- Cleaning/maintenance needs during the school day will be communicated to main office staff, who will communicate with custodians/maintenance staff.

Daily Operations

Flexibility and Compartmentalization of Protective Measures

- Policies and protocols related to facilities and operations are made with the understanding that BCCS may need to react quickly to changing conditions. Restrictions may be increased or relaxed throughout the school year to respond effectively to changes in public health data.

Class Groups and Teams (Cohorts)

A “cohort” is a group or team of students and educators with consistent members that stay together throughout the school day. The purpose of cohorting is to limit the number of students who are exposed to or may be diagnosed with COVID-19 if there is community transmission in a school. Maintaining stable cohorts helps to mitigate the risk of spreading COVID-19.

- Students in grades PK-6 will be placed in cohorts.
- Students in grades 7-8 will remain together as cohorts in their designated homeroom classrooms; grades 7-8 teachers will switch rooms to teach their specific academic content areas.
- Interaction between cohorts will be restricted to the extent possible. Where cohorts may have contact other safety precautions such as more closely monitored use of facial coverings, hand washing and sanitizing between cohorts will be maximized.
- Students riding the bus will, by necessity, be sharing space with students from other cohorts. The CT State Department of Education guidance states that, *“Cohorting is one of many mitigating efforts, which layered together reduce risk. One factor related to any potential exposure is the amount of time spent with any given individual or group of individuals. Maximizing cohorting during the school day is still effective as one of many mitigating efforts, even if for shorter periods while on transportation the students are with individuals outside their cohort.”*

Foot Traffic, Hallways, and Shared Areas

- Foot traffic patterns to minimize face-to-face encounters will be established.
- Floors may be marked to illustrate foot-traffic expectations.

Outside Time and Playgrounds

- Only one team cohort may use the play area at a time.
- Hand washing or hand sanitizer must be used before and after outside time.
- Smaller outside equipment will be cleaned after each group of students' use. DPH guidelines specify that outside equipment should not be sprayed with disinfectant, as it *"unnecessarily exposes children to disinfectants and is not shown to provide any additional protection above routine cleaning alone."*
- Recess times will be staggered.
- Staff supervising outside time will provide increased supervision to monitor social distancing, as appropriate.

Other Individuals Entering the School Building

- To the extent possible, no individuals other than staff, students, and contracted workers (for example, HVAC maintenance/repair) will be allowed into the school building.
- All visitors must wear masks while in the building.
- All visitors must sign in and provide contact information at the main office.
- Assemblies and larger gatherings will not be held at this time.
- Most meetings, including PPT meetings for Special Education students, will take place online.

Child Nutrition

- BCCS participates in the National School Lunch Program and School Breakfast Program under the Community Eligibility Provision (CEP), which means that all students will be served school meals at no cost.
- BCCS will comply with the U.S. Department of Agriculture's (USDA) regulations and policies for school meals and milk including the meal pattern requirements.
- BCCS will claim meals provided to students using accurate counting and claiming methods.
- Both breakfast and lunch will be prepared in the cafeteria kitchen and delivered to classrooms.
- Cafeteria staff will have appropriate PPE (masks, gloves) and will adhere to their standard operating procedures for sanitation and safety.
- For students who are opted into remote learning, school breakfasts and lunches will be available for pickup.

Transportation

School Buses

CSDE Requirements:

Protective strategies for bus transportation should align with the forthcoming tiered system established by DPH to assist leaders define the decision-making approach applied to individual school districts.

Where either a vaccine is available or effective treatments for COVID-19 are available, bus transportation can operate as it did prior to the pandemic, with no restrictions.

Where there is low transmission risk in the community and some restrictions are in place in schools, buses will be able to operate up to full capacity. LEAs who believe they may need to operate buses at high capacity levels should prioritize assessing alternative options and increase monitoring of the mitigating strategies. Passengers will be required to wear a face mask or cloth face covering that completely covers the nose and mouth during transit. The passenger's face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus. Passengers should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number of people passengers walk by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.

Passenger density should be significantly reduced when there is moderate spread, because schools will be employing remote blended learning when in this status. Bus passengers should be spaced with family members sitting together and non-family members should be spaced 6 feet apart utilizing alternating diagonal seating. Passengers will be required to wear a face mask or cloth face covering that completely covers the nose and mouth during transit. The rider's face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus. Students should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number of people passengers pass by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.

Waterbury Plan:

BCCS school buses are provided by the City of Waterbury Public Schools.

BCCS does not control bus routes, schedules, or transportation policies; therefore, we will be bound by the protocols put into place by the Waterbury Public School District.

The protocols are copied below; updates can be found on the Waterbury Public Schools website, in the COVID-19 section.

<https://www.waterbury.k12.ct.us/>

From the Waterbury Public Schools Reopening Plan as of 7/22/2020

Bus Riding Expectations

- *Parents or Guardians must pre-screen students before bringing them to the bus stop.*
- *Any student with a fever or other COVID-19 symptoms should remain home and not ride the bus*
- *Students should practice social distancing while waiting for, boarding and departing the bus.*
- *Students should remain seated once on the bus for the duration of the ride and should avoid congregating in the aisle or switching seats. District will employ protocols such as assigned seating and not allowing changing seats during a route*
- *Students should move into open seats where possible on the bus.*

Bus Routes

- *Bus routes and schedules may be adjusted with notice to align with school arrival and dismissal plans.*
- *Bus routes and ridership will be reviewed daily in order to adjust and align with school arrival and dismissal plans and to balance ridership where appropriate.*
- *Transportation services/ridership will be monitored and may be reduced or eliminated with proper notice based on applicable guidance and local circumstances.*
- *Bus Routes may be added, reduced or eliminated with proper notice based on applicable guidance and local circumstances.*
- *Special Education transportation will be provided consistent with IEPs.*

Cleaning of Buses

- *Bus Company and transportation vendors will sanitize all buses and vehicles daily and between runs, consistent with CDC guidance.*
- *In the event of a documented COVID-19 case, the bus or vehicle will be immediately removed from service in order to completely sanitize the bus.*

Drop Off/Pick Up

- Traffic patterns for drop off/pick up remain the same. Enter the parking lot via Willow Street and proceed through the lot and around the building to the drop off area.
- Parents should remain in vehicles during drop off/pick up.
- PK parents may be allowed to walk students to the building; further details will be provided in the PK meeting to be held prior to school reopening.

HEALTH PRACTICES AND PROTOCOLS

Standard Public Health Practices and Adequate Supplies

- All students will be educated and engaged in the new expectations related to public health policies. Teachers will instruct and frequently reinforce new policies related to preventing the spread. These include: social distancing, frequent hand washing and use of hand sanitizer, use of face coverings that completely cover the nose and mouth, respiratory and cough etiquette, and enhanced cleaning/disinfecting of surfaces.
- Adequate supplies including soap, paper towels, hand sanitizer, tissues, cloth face coverings, and no-touch trash cans will be provided. Disinfectant wipes will be provided for staff use only.

Immunizations and Health Assessments

BCCS will comply with regulations detailed in the Guidance from the Department of Public Health regarding immunizations and health assessments.

Immunizations: <https://portal.ct.gov/-/media/SDE/Digest/2019-20/update-DPH-letter-to-SDE-back-to-school-6-17-2020-final.pdf>

Health Assessments: <https://portal.ct.gov/-/media/SDE/Digest/2019-20/Health-Assessments-for-the-2020-2021-School-Year.pdf>

Reporting Illnesses and Addressing Vulnerable Populations

Staying at Home

- Students and staff must stay at home when sick, especially if they have COVID-19 symptoms such as fever and cough.
- Students and staff must notify the school if they are sick with COVID-19 related symptoms, particularly if they had a known contact with someone diagnosed with COVID-19 and have also had contact with the school population.
- Absences should be reported via email to attendance@brasscitycharter.org on **each day** of absence.
- All information about employee or student illness will be maintained by the school as a confidential medical record, as required by the State.
- Resources such as symptom trackers and guidance on when to quarantine will be posted on the school website in the COVID-19 section.
- Staff and students with special healthcare needs may be offered options consistent with applicable laws and school policies. Any such concerns should be brought to the attention of the Executive Director, Dr. Barbara Ruggiero.

Returning to School

- Students and staff must follow the relevant public health guidelines in place at that time and communicate with the local public health official related to the return. At present, CDC's criteria to help inform when employees should return to work includes:
- If they have been sick with COVID-19:
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- If they have recently had close contact with a person with COVID19:
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html>

Social Distancing

- Social distancing will be maintained in accordance with current public health guidelines to the maximum extent possible.
- The approach to social distancing may change if guidance from the CDC or DPH changes due to shifting public health data or evolving understanding of COVID-19 disease, including transmission.

Material Sharing

- High touch materials such as Chromebooks, calculators, writing utensils, headphones, math manipulatives, and art supplies will not be shared by multiple students. Each student will have their own container of such supplies for their personal use.
- Materials which may be shared within a cohort over time - such as some toys in early childhood classrooms - will be appropriately cleaned, sanitized, or disinfected at the end of each school day consistent with CDC guidelines. Soft toys will not be used, as they are more difficult to disinfect.
- Books shared within a cohort over time will be removed from circulation for 7 days following each use.

Use of Face Coverings, Masks, and Face Shields

- All students, staff, and must wear face coverings when they are inside the school building, with the following exceptions:
 - Anyone who has trouble breathing, or anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance – per CDC guidance <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>
 - Anyone who has a medical reason making it unsafe to wear a face covering (needs a doctor's note)
- Masks will be provided for any student or staff member who does not have one.
- Student masks may be removed for eating, drinking, or when students are outside and effectively practicing social distancing and any other possible mitigants.
- Teachers and staff may remove masks while teaching so long as they are properly socially distancing or remaining static behind a physical barrier, while eating, drinking, or outside and effectively practicing social distancing and any other possible mitigants.
- Face shields, along with masks, will be worn by staff who support students with special healthcare needs or young students who may need assistance with activities of daily living, such as toileting.
- Face shields, along with masks, will be worn by staff in the health office who are supervising students using metered dose inhalers.
- Face shields will be provided for staff working with students who are not wearing face coverings due to one of the exceptions and who also cannot maintain social distancing.
- Face shields may be worn by students as an extra protection.
- If medically required or where services provided pursuant to an Individualized Education Program (IEP) would require it, including but not limited to for speech and language services, evaluations, language acquisition activities, etc., students and/or staff may wear face shield or remove masks when face coverings/masks are not appropriate for the activity. Any other possible mitigating strategy should be implemented in these cases, including but not limited to maximum social distancing.

HEALTH MONITORING

Planning and Distribution of Information

- BCCS will follow protocols established by the Waterbury Health Department for monitoring of symptoms that could be related to COVID-19.

Attendance Monitoring

- BCCS will follow forthcoming guidance regarding attendance monitoring for students who choose not to participate in on-site learning.

CONTAINMENT PLAN

- BCCS will follow policies and protocols established by the Waterbury Health Department for containment and immediate response if an individual has signs or symptoms of COVID-19, there is a known exposure, or a member of the school community has a confirmed diagnosis of COVID-19.
- BCCS will immediately notify the Waterbury Public Health Department when learning of a COVID-19 diagnosis or exposure in the school community.
- BCCS will establish an isolation room to accommodate students who exhibit symptoms consistent with COVID-19 until a parent or guardian arrives. The isolation room will be separate from the school nurse's office and will be supervised.
- The isolation room supervisor will be equipped with proper PPE.
- All persons who enter the isolation room will log in for contact tracing purposes.
- Resources for signs/symptoms of COVID-19 as well as resources regarding local community testing will be posted on the school website.

CANCELLATION OF CLASSES, REMOTE LEARNING, AND REOPENING PLANS

Cancellation of Classes

- BCCS is prepared to adjust plans based on health indicators and guidance from health officials.
- BCCS will follow the CT Department of Public Health indicators and their approach to appropriate decision-making regarding school class cancellations and reopening.
- In the event that all Waterbury Public Schools are closed, BCCS will also be closed, as Waterbury provides buses for our students.
- There may be an instance where BCCS would be closed when Waterbury public schools are not closed. If a student or teacher tests positive for COVID-19, local health officials may call for a short-term (2-5 days) closure to allow them to get a better understanding of the situation and determine appropriate next steps. This will mean remote learning for a particular individual, cohort, or the entire school based on contact tracing.
- BCCS will remain in close contact with families and staff via school emergency messaging (calls/texts), schoolwide emails, and Facebook.
- BCCS will notify CSDE immediately if contemplating class cancellations.
- BCCS will communicate to all staff and faculty their individual roles and responsibilities in the event of a shutdown occurring during the school year. Communication will be via email, text, and/or Zoom staff meetings.
- Each student will have a bag of materials in school for personal use. This will include all items which would need to be sent home to ensure continuity of learning in the event of a school closure. If school closes without notice – that is, after the school day ends – BCCS will schedule parent pickups of individual student supply bags along with each student's assigned Chromebook. Handling of bags and scheduling of pickups will be done in a manner consistent with preventing the spread.
- Meals will continue to be offered on a pick up basis during short-term closures.

Per State guidelines, there are currently 3 risk categories – LOW, MODERATE, and HIGH:

LOW

- Schools operating up to 100% capacity, students/staff with underlying medical conditions should consider restrictions and blended/remote learning
- Buses up to full capacity with bus monitors recommended, facial coverings in place during transit, controlled loading/unloading of riders
- Face coverings for students and staff while inside school buildings
- Identification/isolation of sick students/staff
- Cohorting of students encouraged, particularly in younger grades, restrictions on congregating
- Maximize spacing of seating up to six feet when feasible
- Increased cleaning and sanitization protocols

MODERATE

- Schools operating at reduced capacity, with more reliance on hybrid model, blended/remote learning, prioritize access to school building for students who need the more learning support, including but not limited to those receiving special education, ELs or limited access due to devices or connectivity issues
- Buses at reduced capacity with bus monitors strongly recommended, facial coverings in place during transit, controlled loading/unloading of riders, spaced seating between unrelated riders
- Face coverings for students and staff while inside school buildings
- Maximize spacing of seating up to six feet or more when feasible with reduced class sizes
- Identification/isolation of sick students/staff
- Cohorting of students, restrictions on congregating, staggered start/stop times and hallway transit
- Indoor extracurricular activities should be suspended, sports and other outdoor activities should consider restrictions on activities
- Increased cleaning and sanitization protocols

HIGH

- Schools closed, 100% remote learning, bus transportation suspended, extracurricular activities, including sports, should be suspended

Future Planning for Remote Blended Learning

- All BCCS students have individual Chromebooks for use in school or for remote learning.
- BCCS teachers are equipped with computers, videocameras, and supplies needed to facilitate learning both in school and remotely.

LOW Risk:

- Approximately one-third of BCCS students have opted to continue with remote learning according to data collected from families in July.
- Classes will be held for all students, every day.
- BCCS is implementing for all students a blended learning plan featuring both synchronous and asynchronous elements which will allow students and staff to transition smoothly between in-school and remote learning should risk levels change multiple times during the school year.
- The blended learning program will also enable students who may be under quarantine or asymptomatic to continue learning remotely during their extended absence.

MODERATE Risk:

- BCCS class size is normally 18-19 students. Accounting for those opting to continue with remote learning, class sizes under the low risk scenario will average 10-12 students, which is generally the recommended group size for the moderate risk category. Therefore, we will continue to operate the same blended learning plan under the moderate risk scenario as we do under the low risk scenario – all in-school students will attend classes daily.
- If any cohort exceeds the recommended number of students for the size of the classroom, BCCS will split the cohort.

HIGH Risk:

- If the Department of Public Health deems it necessary to close in-school classes, BCCS will immediately move all learners to the distance learning program that is already in place for our remote learners. We will communicate the remote learning platform and expectations to all families.

Reopening Plan

- Decisions about reopening after a school closure will be made in collaboration with local health officials and based upon the most up-to-date decision tree related to schools from the CDC.
<http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

ACADEMICS

Special Education

- All students will be provided with a free and appropriate public education (FAPE) in the least restrictive environment (LRE). They will be treated foremost as general education students.
- Special education teachers will provide instruction aligned to Individualized Education Plans (IEP).
- All supports, including paraprofessionals, will remain in place both in-class and remote.
- In an effort to minimize exposure to students from other “groups,” related services (speech, occupational therapy, physical therapy, social skill instruction) will take place outside the classroom with necessary face masks and/or shields when possible.

English Learners (ELs)

- BCCS will continue to support our English Learners (ELs) to ensure access to academic content. If remote, we will prioritize supporting our non-English speaking families by providing translations of all communication in the language they understand as required by Title III of the Elementary and Secondary Education Act. We will create procedures for providing translation and interpretation for families in the language they understand regarding remote learning and content-area instruction.
- BCCS will continue to adhere to statewide identification deadlines and procedures such as the Home Language Survey and LAS Links testing.

FAMILY AND STUDENT ENGAGEMENT

Family Support and Communication

- BCCS has a Parent Support Coordinator who is the designated staff person charged with overseeing all communication with families throughout the year.
- All new families have been virtually “visited” via Zoom and briefed about the recent COVID-related information.
- Established families have been surveyed for feedback and notified concerning reopening.
- In prior years, parents and students have been invited into the building the day before school opens to meet with teachers and establish goals and expectations for the year. This year, we plan to have virtual meetings.
- Our families meet for three parent-teacher conferences throughout the year. This year, meetings will be held via Zoom.
- Teachers have and will continue to reach out regularly to families by email and phone.
- Academic Deans will provide parent contact and student support for online learning.
- For remote learners, additional support staff is available to help with time management or completion of assignments according to the needs of the family and student.
- A COVID banner on the school website links to all reopening plans and resources.
- Information will also continue to be communicated weekly via email through a family memo and on the BCCS Facebook page.
- Training on device use and school learning platforms will be provided to families in meetings and also through a library of how-to videos which will be accessible online.
- From time to time, surveys will be sent out for parent feedback.
- The school liaison is Dr. Barbara Ruggiero.

Social-Emotional Learning (SEL) and Mental Health

BCCS works closely with the Yale Center for Emotional Intelligence, having implemented the RULER program for the past four years. We have become even more aware of the need to stay connected to manage the trauma associated with the pandemic. We will implement the following:

Transition to the New Year:

- Where possible, teachers are looping to the next grade with their students.
- All students participate in a summer program focused on virtual, live guided reading with a staff member.
- Staff are engaging in racial bias training.
- Parent/Student Support Coordinator is conducting virtual home visits with all new students and families.
- Parent/Student Support Coordinator will maintain consistent contact with all families during periods of online learning.
- Staff are involved in the decision-making process for the upcoming year.
- Virtual parent outreach is planned to support with technology and remote learning needs.
- Virtual parent-teacher conferences will be held prior to the first day of school.

- Town Hall meetings will be held virtually prior to the first day of school to provide an overview of the year.
- At-risk students will be identified, and additional supports will be provided.

Entry to School

- Each day will begin with SEL instruction such as wellness checks, discussion circles about important issues, and lessons directly addressing SEL and mental health.
- BCCS will prioritize establishing routines and relationships between staff and students.
- Information about community resources will be readily available to all families, students, and staff.
- At-risk students will be identified and referred to the Student Support Team.

During School

- Every student's social-emotional needs will be continually monitored.
- Additional supports will be provided to families and students and/or students programming will be reevaluated as needed.
- Professional development on racial bias will be ongoing.
- Referrals to the on-site health clinic, which includes a mental health professional, will be made as needed.

After-school Programming

N/A

Adult Education

N/A

CAREER AND TECHNICAL EDUCATION

N/A

STAFFING AND PERSONNEL

Certification and Personnel Planning

- BCCS will comply with legal and regulatory requirements related to personnel, including the EEOC guidance related to the ADA and the COVID-19 pandemic.
- BCCS will assess the need for additional substitutes as the school year progresses.

Professional Development

- BCCS will prioritize mandatory training for staff regarding signs and symptoms of COVID-19, Standard Public Health Protocols, Hygiene Practices, PPE, Reporting Illnesses, and supporting SEL. As changes occur in recommendations and public health data, staff will receive additional information and training.
- BCCS is utilizing the summer months to provide staff with professional development on reviewing curriculum, planning for the social and emotional needs of students and themselves, and learning the new health and safety protocols.

