

# YONKERS MONTESSORI ACADEMY GRADES PK-12

## SCHOOL REOPENING PLAN 2020-2021

Dr. Eileen Rivera

**Principal**

Ms. Judy Cholewa

Ms. Lucia Griffin-Nuriddin

Ms. Wendy Landrau

Mr. Don DeMatteo

**Assistant Principals**



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Principal's Clerk	Mary Vezzuto	<a href="mailto:mvezzuto@yonkerspublicschools.org">mvezzuto@yonkerspublicschools.org</a>
PowerSchool Clerk	Marianne Vicale	<a href="mailto:mvicale@yonkerspublicschools.org">mvicale@yonkerspublicschools.org</a>

School Phone Number	914 376-8540
School Website	<a href="https://yonkerspublicschools.org/yma">https://yonkerspublicschools.org/yma</a>
Social Media	Twitter: @yma_pkthrough12 Instagram: @yma_pkthrough12

# HEALTH AND SAFETY

**The Health and Safety of the entire YMA learning community begins at home. Assess your wellness and/or your child's wellness. If you or your child are experiencing any COVID-19 related symptoms (including a temperature of 100° or greater) please remain home.**

- Begin screening at home. Parents are responsible for checking their child's daily temperature and completing the health screening questionnaire. Schools will determine additional screening, as needed
- Parents/guardians to complete Daily Attestation Form (health survey) for each child. Parents/Guardians must inform the school in the event of health status changes. The Daily Attestation Form may be completed via App (when available), online and emailed to [lgigante@yonkerspublicschools.org](mailto:lgigante@yonkerspublicschools.org), or brought in to your child's teacher. All Daily Attestation Forms will be maintained on file in the school office. Any responses of "yes" on the Daily Attestation Form will be referred to the School Health Office
- Daily temperature screening will occur upon entry to YMA. Appropriate Face Coverings must be worn
- School Nurses will be the school COVID-19 Coordinators and will monitor community and school spread of virus. The health offices will have an Isolation Space in the event a student or staff member needs to be isolated. There is a health office in both the South and North wings of our campus
- School entry times will be staggered in compliance with Social Distancing Guidelines, to facilitate temperature screenings and collect Daily Attestation Forms brought to school. **Students only** (Parents/Visitors not allowed to enter) will enter through the designated entrance of the building for a temperature screening as follows:

# MORNING ARRIVAL

**Bus Arrival times are scheduled for 7:30 a.m.-7:45 a.m. Grades PK-3 enter SW Main Doors, Grades 4-6 enter NW Main Doors, Grades 7-8 enter through Athletic Field Center Doors for temperature screenings**

**Van Arrival times are scheduled for 7:30 a.m.-7:45 a.m. All students to enter through Mark Twain Pool Entrance**

**Walkers (As part of our safety protocols only students will be permitted to enter the building):**

PK-K Rooms G55 and G56 enter through Classroom Exterior Doors

PK-K Rooms 155, 160, 161, and 162 and Primary Grades 1-3 Rooms G49, G52, and G54 enter through SW Main Doors (near tennis courts)

Primary Grades 1-3 and (Mr. Doyle's Class) Rooms 227, 228, 229, 230, 231, 233, 236 enter through SW Doors (middle of faculty parking lot)

North Wing Intermediate Grades 4-6 Rooms 120, 123, 124, 125, 126, 127, 128, and 129 enter through NW Main Entrance (by the LED Sign)

Grades 7-9 enter through Athletic Field Center Exterior Doors

High School Grades 10-12 enter through Woodlawn Doors (nearest to Glen Road-stairway 2)

# AFTERNOON DISMISSAL

**Bus Dismissal times are scheduled from 1:50- 2:15 p.m. PK-6 Bus students will be picked up by their bus monitor and taken to their bus. Middle School bus students will exit their classrooms, by bus # as busses are called via the public address system. Van dismissal will occur through Mark Twain Pool Exit during this time period.**

**Walkers will be dismissed at approximately 2:15 p.m. from the following locations:**

PK-K Rooms G55 and G56 through Classroom Exterior Doors

PK-K Rooms 155, 160, 161, and 162 and Primary Grades 1-3 Rooms G49, G52, and G54 through SW Main Doors (near tennis courts)

Primary Grades 1-3 and (Mr. Doyle's Class) Rooms 227, 228, 229, 230, 231, 233, 236 through SW Doors (middle of faculty parking lot)

North Wing Intermediate Grades 4-6 Rooms 120, 123, 124, 125, 126, 127, 128, and 129 through NW Main Entrance (by the LED Sign)

Secondary Grades 7-9 enter through Athletic Field Center Exterior Doors

High School Grades 10-12 enter through Woodlawn Doors (nearest to Glen Road-stairway 2)

- **Face Coverings must be worn for the entire school day. Face Mask Break areas/times will be provided**
- **Health and hygiene protocols will be followed as applicable to student individual needs**
- **Student/Staff safety protocols will be followed in accordance with the YPS reopening plan**
- **Classrooms will be arranged to maintain social distancing between students and staff**
- **Visual aids/Signage illustrates appropriate spacing and traffic flow throughout school building (e.g., designating hallways or entrances as one-way), the signage will be age/grade appropriate**
- **For safety reasons, visitors to the building will be restricted to only necessary/ emergent situations**
- **In-person student drop-off or pick-up is restricted to one parent or caregiver. Parents/Care-givers should refrain from early sign-outs. Pick-up should be during designated dismissal times only. Please schedule all appointments/activities for hours outside of your child's school schedule.**
- **In the unlikely event of a situation requiring an early student sign-out:**
  - **Only one parent/caregiver will be allowed to enter the building through the YMA Main Entrance (Woodlawn Avenue by Led sign)**
  - **Parent/Caregiver must adhere to a temperature screening and show a government issued picture identification**
  - **Please be mindful that offices must also adhere to social distancing guidelines, so you may have to wait outside**

***\*Student sign-outs will not be permitted after 1:30 p.m.***

# FACILITIES

- Hand sanitizing stations are located throughout the building. Frequent hand washing is encouraged
- Visual aids/Signage illustrates appropriate spacing and traffic flow throughout school building (e.g., designating hallways or entrances as one-way), the signage will be age/grade appropriate
- Classrooms will be arranged to maintain social distancing between students and staff. Student/Teacher desks will face one direction
- Hold physical education classes outside whenever possible. Floor spots for inside physical education classes adhering to the extended social distancing guidelines. The gymnasium floor will have specific markings to that follow social distancing guidelines
- Students will remain in assigned classrooms whenever possible, wherein other staff will rotate into classrooms. Extra-curricular classes will take place in the student's classroom whenever possible.
- Activities that do not allow for social distancing, including assemblies and not limited to in-person field trips and large group use of playground equipment simultaneously will be suspended. Outdoor spaces will be utilized whenever possible
- Social distancing to be practiced in all student restrooms. Handwashing signage in restrooms will serve as a reminder of appropriate handwashing procedures
- All drinking fountains will be turned off. Students are encouraged to bring in their own bottled water. Filtered bottle filling units are to be installed in every YPS building (we will notify families when this occurs at YMA)
- All emergency drills (including but not limited to fire drills, lock down procedures, evacuations, etc.) will be practiced in the safest way possible
- As per Yonkers Public Schools reopening plan, CDC guidelines, NYS Health Department:
  - Classrooms w/ windows-Windows will be functioning and open for proper circulation and air flow
  - Classrooms w/o windows will have appropriate ventilation for appropriate air circulation
  - Classrooms w/o appropriate ventilation will not be used for instructional space

# NUTRITION

- The YPS Food Services will provide daily breakfast and lunch to all students who want to participate. Students may receive at least one hot meal per session
- Students bringing their own lunch must do so in a disposable bag
- Lunch will be scheduled either in classrooms or in the cafeteria on a rotating schedule. Social distancing protocols will be adhered to in cafeterias

# TRANSPORTATION

- Parents/Care-givers are required to insure their children are not experiencing COVID-19 symptoms and complete the Daily Attestation Form before boarding the YPS school bus. Sick students should not come to school
- YPS will provide transportation services to all eligible students
- Busses will be cleaned and disinfected using CDC and DOH recommended products
- Face coverings must be worn while boarding, riding and disembarking YPS school busses
- Social distancing protocols must be followed at bus stops, while on the bus and when arriving and departing the school
- Siblings and students residing in the same household that are eligible for district transportation may sit together
- Parents/Care-givers may consider walking or transporting their children to school to reduce density on busses



# SOCIAL AND EMOTIONAL WELL-BEING

- Pupil Support Team Members (School Social Worker, School Psychologist, Guidance Counselors and Nurses) will be available to address students' needs and prepare socially responsive support systems
- After in-depth training during the 2019-2020 academic year, Elementary PAX Social-Emotional Learning Program protocols and Secondary ReThink Ed Social-Emotional Learning Program protocols will be followed
- Student and Parent Virtual Orientations and Presentations will be held prior to school opening and throughout the school year

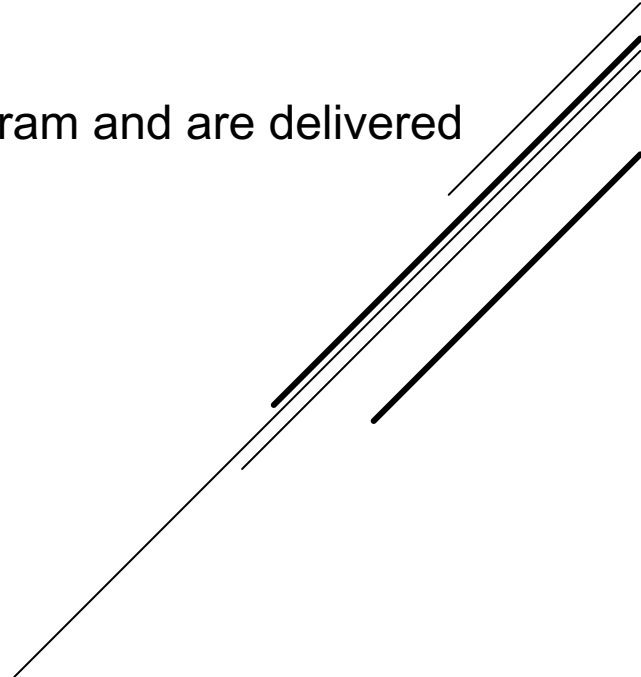
# TEACHING AND LEARNING

***As Montessorians, we teach our community to be prepared for an ever-changing world. We are on the front lines of fighting for equity for our children and families. We are working diligently to figure out how to fully implement Montessori in a way that leads to equitable outcomes for all learners.***

- Digital instructional platforms will be used for remote learning. PK-K will use SeeSaw. Grades 1-12 will utilize Microsoft Teams. These instructional platforms will be used during in-person, hybrid and 100% remote models
- Social distancing markers will be used for classroom seating. Students will put all their items in their desks and jackets on the back of their chairs to eliminate the use of cubbies and/or lockers
- As per NYSED guidelines, Next Generation Learning Standards and appropriate curriculum will be utilized
- All instructional experiences will be inclusive, culturally responsive and consider the academic and social-emotional needs of all students
- Students will receive instruction and support services as per grade level requirements, IEP indicators and multi-language learner needs
- Co-curricular programs (art, music, physical education, technology, etc.) will be scheduled and administered following social-distancing and safety protocol guidelines in accordance with NYSED regulations
- In a hybrid model, Flexible Wednesdays will be used for professional development, lesson planning, and student supports

# ***100% REMOTE INSTRUCTION***

***SEPTEMBER 8, 2020 – OCTOBER 5, 2020***

- Students receive instruction remotely 5x per week (excluding holidays)
  - Related services are provided remotely
  - Social emotional learning and supports are integrated into the instructional program and are delivered remotely
  - Microsoft Teams will be used as the platform for grades 1 through 12
  - Seesaw will be used as the platform Pre-Kindergarten and Kindergarten
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# ***HYBRID INSTRUCTION***

***BEGINS OCTOBER 5, 2020  
(SUBJECT TO CHANGE)***

- Students receive instruction in school at least 2x per week (excluding holidays)
- Schools may stagger dismissal, and transitions
- Remote learning takes place on the day's students are not in a school
- Related services may be provided in-person or remotely
- Social emotional learning and supports are integrated into the instructional program and may be delivered in-person or remotely
- Students will be divided into 4 letter cohort groups A through D (Siblings will be placed in the same cohort)
  - Track A will attend school Monday and Tuesdays (excluding holidays)
  - Track B will attend school Thursdays and Fridays
  - Track C will attend school Mondays, Tuesdays, Thursdays and Fridays
  - Track D have opted for 100% remote instruction

# TECHNOLOGY AND CONNECTIVITY

## **Access to Internet**

Many families have access to the Internet however, there are families in the community that do not have access to Internet or technology. The district has been working with service providers to find low cost solutions for families that do not have Internet. This includes finding the means and funding to provide “portable hot spots” to families. Wi-Fi access is also accessible immediately outside of school buildings, including many school parking lots and the public libraries provided they are open.

## **Technology Access Survey**

YPS surveyed families on their access to technology, the Internet and digital learning experiences during the Spring and Summer of 2020. In addition, website and the IT program dashboard analytics provided the district with information on the number and percentage of students who were able to access digital resources and information and the methods that were being used by families to access it (phones or computers and types of browsers). This information has been used to inform the district on how digital content should be displayed so that it can be read by phones as well as computers. In addition, it has been used to illuminate the needs of our school community.

## **Technology Supports**

The district provides support for technical issues through several means. The district Technology Department Help Desk is accessible during business hours through email [helpdesk@yonkerspublicschools.org](mailto:helpdesk@yonkerspublicschools.org) and by phone (914) 376-8637. The District Instructional Technology office is also available by phone to assist families and teachers (914) 376-8280. Other supports include:

- Assistance with log on and password issues
- Assistance with devices and instructional technology
- Videos posted for families, students and teachers on the Distance Learning website and individual school websites providing instruction on accessing district programs, including Microsoft Teams and Clever, the district’s instructional technology single-sign on system
- Technicians are assigned to school buildings to provide support
- Library Media Specialists and technology liaisons are available to support students and teachers in the schools
- District technology staff loaning laptops to families in the main atrium of the Yonkers Public Library and District building are easily accessible to the public

# ATTENDANCE

Per NYSED guidance district policies and procedures must focus on the academic consequences of lost instructional time and address absences before students fall behind in school. It is critical for schools to use a variety of creative methods to reach out to students and their families who have not engaged in distance learning.

## **Attendance Tracking and Reporting**

- Teachers must track attendance in PowerSchool, whether students are attending at schools or engaging from home
- The primary classroom teacher of grades PK-6 will take attendance on a daily basis. For grades 7-12, each teacher will take attendance for each class period
- For students engaging from home, the District recommends teachers give a daily attendance assignment or exit ticket in Microsoft Teams, then mark students that complete the assignment as engaged in PowerSchool

## **Chronic Absenteeism**

- Reports are readily available in PowerSchool to assist schools in identifying students at-risk of chronic absenteeism, so as to develop interventions, problem solve with families, and improve attendance
- Individual school plans will include additional details on systems and processes for detection and intervention At YMA all conversations, meetings, and other forms of communication must be documented on “Log Entries” on the student's page in PowerSchool