

***New York State Project SAVE
District-Wide Safety Plan
For
Fort Ann Central School District
2023-2024
School Year***

Annual Review Date: June 27, 2023

Public Comment Period Date: July 5th - August 16, 2023

2023- BOE Adoption Date: August 16, 2023

Introduction

Emergencies and violent incidents in school districts are critical issues that must be addressed in an expeditious and effective manner. New York State School Districts are required to develop a district-wide school safety plan designed to prevent or minimize the effects of serious violent incidents, declared state disaster emergencies involving a communicable disease or local public health emergency declaration and other emergencies. This Plan will be used to facilitate the coordination of the district with local and county resources in the event of such incidents or emergencies. The district-wide plan is responsive to the needs of all schools within the district and is consistent with the more detailed emergency response plans required at the school building level. Districts stand at risk from a wide variety of acts of violence, natural, and manmade disasters. To address these threats, the State of New York has enacted the Safe Schools Against Violence in Education (SAVE) law. Project SAVE is a comprehensive planning effort that addresses prevention, response, and recovery with respect to a variety of emergencies in each school district and its schools.

The Warren-Washington-Saratoga-Hamilton-Essex BOCES, in coordination with the Fort Ann Central School District, supports the SAVE Legislation, and intends to facilitate the planning process. The Superintendent of Fort Ann Central School encourages and advocates on-going district-wide cooperation and support of Project SAVE.

Section I: General Considerations and Planning Guidelines

A. Purpose

The Fort Ann District-Wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. At the direction of the Fort Ann Central School District Board of Education, the Superintendent of the Fort Ann Central School District appointed a School Safety Team and charged it with the development and maintenance of the District-Wide School Safety Plan.

B. Identification of School Teams

The Fort Ann Central School District has an Emergency Response Team that will support district wide emergencies and building level emergencies.

The Emergency Response team was appointed by the BOE on: July 5, 2023

C. Concept of Operations

The District-Wide School Safety Plan is directly linked to the Building-Level Emergency Response Plan for Fort Ann Central Schools. The protocols reflected in the District-Wide School Safety Plan will be used to guide the development and implementation of the Building-Level Emergency Response Plans.

- The development of the District-Wide Safety Plan was a collaborative effort involving members of the Emergency Response Team, law enforcement officials, county emergency service coordinators, and the Capital Region BOCES Health Safety Risk Management Services. The plan was further developed utilizing the guidelines provided the by the New York State Education Department.
 - The Superintendent was appointed as the Chief Emergency Officer. The Chief Emergency Officer or designee, is responsible for coordinating
 - coordination of the communication between school staff, law enforcement, and other first responders;
 - lead the efforts of the district-wide school safety team in the completion and yearly update of the district-wide school safety plan and the coordination of the district-wide plan with the building-level emergency response plans;
 - ensure staff understanding of the district-wide school safety plan;
 - ensure the completion and yearly update of building-level emergency response plans for each school building;
 - assist in the selection of security related technology and development of procedures for the use of such technology;
 - coordinate appropriate safety, security, and emergency training for district and school staff, including required training in the emergency response plan;

- ensure the conduct of required evacuation and lock-down drills in all district buildings as required by Education Law section 807
- ensure the development of protocols for responding to a declared state disaster emergency involving a communicable disease that are substantially consistent with the provisions of section 27-c of the Labor Law

In the event of an emergency or violent incident, the initial response to all emergencies at an individual school will be by the Building Emergency Response Team. The Fort Ann Central School District consist of the following facilities:

Fort Ann Central School Academic Building	Fort Ann Central School District Bus garage
Grounds/Maintenance Building	

All information pertaining to an emergency or violent incident will be directed to either the Building Principal/Designee or the Emergency Response Team.

- Upon the activation of the Emergency Response Team, the Superintendent of Schools or his/her designee will be notified. When appropriate local emergency officials will also be notified by calling **911**.
- County and State resources through existing established protocols may supplement emergency response efforts.

D. Plan Review and Public Comment

- This plan shall be reviewed and maintained by the Emergency Response Teams on an annual basis.
- Pursuant to Commissioner's Regulation 155.17(e) (3), this plan will be made available for public comment 30 days prior to adoption. The district-wide and building-level plans may be adopted by the School Board annually. The District wide plan can only be adopted after at least one public hearing that provides for the participation of school personnel, parents, students and any other interested parties.
- Although the BOE must adopt the Building Level Plan- this plan is NOT available for public comment and shall only be discussed in executive sessions.
- **While linked to the District-Wide School Safety Plan, the Building-level Emergency Response Plans shall be confidential and shall not be subject to disclosure under**

Article 6 of the Public Officers Law or any other provision of law, in accordance with Education Law Section 2801-a.

- Full copies of the District-Wide School Safety Plan and Amendments must be posted on the District website after adoption by the Board of Education.

Section II: Risk Reduction/Prevention and Intervention

A. Prevention/Intervention Strategies

Program Initiatives

The Fort Ann Central School District has offered programs and activities for improving communications among students and staff in order to report potentially violent incidents, such as:

- Athletic Programs (Soccer, Basketball, Softball & Baseball, and others)
- Program concerned with bullying and violence prevention
- National Incident Management System (NIMS) training for emergency response team members
- New York State School Safety Guide (2013 and 2015)
- Collaboration with the Washington County Office of Emergency Services
- Dignity For All Students Act (DASA) training

Dissemination of Information for Threats of Violence to Harm Others or Harm Self

In the event that the District or school is notified of a threat of harm against others, or themselves, the threat should be taken seriously. Threats should be reviewed by the administrator, school social worker, Psychologist and if necessary, the threat should be triaged by the appropriate threat assessment team.

Staff will receive training by September 15th of each school year to identify the early warning signs of potential violent behaviors.

Training, Drills, and Exercises

The Fort Ann Central School District has developed policies and procedures for annual multi-hazard school safety training for staff and students, including the strategies for implementing training related to multi-hazards. All drills required by the NYS Department of Education are satisfied annually. The district has established the following procedure(s) for annual multi-hazard school safety training for staff and students:

- The District will submit certification to NYSED that all district and school staff have undergone annual training on the emergency response plan, and that the school safety training includes components on violence prevention and mental health. New employees hired after the start of the school year will receive training within 30 days of hire. The District will certify that all school staff receives this training by September 15th of each school year, or within 30 days of hire, whichever is sooner.
- Full participation in the Annual Early Dismissal - Go Home Evacuation Drill.
- Full participation in an On-Site Sheltering and Accountability Drill.
- Full participation with 4 Building Lockdown/Security Drills annually. During all Lockdown drills the manual "lockdown" devices will be tested.
- The District conducts 8 Fire Alarm Activation and Evacuation Drills annually.
- The District conducts 4 School Bus Safety and Evacuation Drills annually.
- The Emergency Response Team members participate in simulated tabletop exercises annually to test the building-level safety plan components.
- The district has conducted drills and other training exercises to test components of the emergency response in coordination with the following agencies:
 - o Washington County Office of Emergency Services
 - o Washington County Sheriff's Department
 - o Fort Ann Fire Department
 - o New York State Police Troop G
 - o Department of Homeland Security
 - o Capital Region BOCES Health Safety Risk Management Service

Note: Directly following each test or drill a debriefing will be conducted to evaluate the exercises and determine if changes to the emergency response plan are necessary. Notes are taken during exercises and the debriefing, which are used during the evaluation process.

Implementation of School Security

The Fort Ann Central School District has developed policies and procedures related to school building security, including the following:

- All visitors entering school buildings are directed to the Main Office to provide identification, sign-in, and receive identification (printed visitor badge). Anyone who is found in the building without identification is directed back to the Main Office to sign in.
- Digital video surveillance systems are installed in district facilities. Video surveillance capabilities will be reviewed and expanded as needed.
- Periodic security audits are conducted by local law enforcement, local fire department officials, insurance companies and BOCES risk management personnel.

- Fort Ann CSD Board of Education policy are available to the public.
- The district has installed manual “Lockdown” devices in several offices in the district. In the event of an intruder, these devices will alert both building occupant and the Washington County Sheriff’s department.
- School Building Emergency procedures not available to the public , but are available to Emergency Response Team, and emergency responders through a secure web portal.(Rapid Responder)

Note: Policies and procedures are continually being evaluated and shaped by real life experiences, such as bomb threats, forced entry in to the school building with vandalism and outburst of potentially violent behavior by students.

Vital Educational Agency Information

The Fort Ann Central School District consists of one education facility, one Transportation facility and one exterior maintenance building used to house lawn equipment.

In the event of an emergency within the Fort Ann Central School District, the Chief Emergency Officer or designee will inform other educational agencies within our borders to the nature of an event that adversely impacts their educational environment.

B. Hazard Identification

The identification of sites of potential emergencies are located in the *Maps & Diagrams* section of each Building-level Emergency Response Plan. The location of potential hazards, such as: chemical storage, propane & motor fuel storage, potential fire hazards, electrical hazards, playground equipment, etc. are documented on a building and facility diagram. Potential off-site hazards are identified in the County/Town Hazard Assessment in each of the plans.

Section III: Response

A. Notification and Activation of Internal and External Communications

- The district policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident are located in each Building-level Emergency Response Plan. Each plan identifies individuals who are authorized to initiate contact with local law enforcement agencies. All communications during an incident at the school will flow through the Incident Command Center. Emergency services will be requested through the 911 system.
- In the event of an emergency; staff, students and visitors will be contacted in one or more of the following manners:

✓ Telephone (land line and cellular)	✓ Runner with verbal message
✓ Intercom	✓ Automated Notification System

- ✓ District Radio System
- ✓ Email

✓ Radio

- The district has established guidelines for staff and students that in the event that they initially discover an emergency situation, or impending emergency, that they will notify the Principal and provide him/her with information on the nature of the event. In the event that the Principal cannot be reached the Emergency Response Team will be contacted.

- **Vision Panels**

The Fort Ann Central School District is allowing for the temporary covering of vision panels in spaces that cannot maintain an “Out of sight” location for a lock-down. The rooms have been examined for configuration and furniture layout. To ensure the safety of our students and staff we have found there is no other reasonable option. Temporary covering will only be permitted during emergency situations and drills. The covering must be removed promptly after the conclusion of the event.

- **Barricading of Spaces**

The Fort Ann Central School District is allowing for the temporary barricading of doors in the event a room cannot be secured during a lockdown. The staff member in such space shall make every reasonable attempt to secure the space in accordance with applicable codes however, if this is not feasible barricading will be viewed as an acceptable option.

- Procedures for School Cancellation/Early Dismissal and Community Notification protocol for contacting parents, guardians, or persons in parental relation to the students in the event of a violent incident or an early dismissal are outlined in the Building-Level Emergency Response Plan. This includes using local media in some instances as well as an Automated Notification System. The Building Principals may also use a phone tree with emergency contact information provided by student’s parents/legal guardians.

B. Situational Responses

- The district has developed multi-hazard response plans. These guidelines are present in the Multi-Hazard Emergency Response Action Guidelines in the Building-Level Emergency Response Plan. The emergencies addressed in the plan include: (but are not limited to)

Active Shooters	Energy Supply Losses	Loss of Transportation
Air Pollution	Epidemics	Mass Casualties

Anthrax/Biological Threats	Explosions	Medical Emergencies
Aviation Crashes	Fire and Alarm Activations	Natural Gas or Propane Leaks
Biological Threats	Flooding	Public Health Threats
Bomb/Explosive Threats	Hazardous Materials	Radiological Threats
Building Structural Failures	Heating System Failures	School Bus Accidents
Carbon Monoxide	Hostage/Kidnappings	Severe Weather
Civil Disturbances	Incidents-Off Site	Threats of Violence
Crimes Against Persons	Incidents-On Site	Toxic Exposure
Earthquakes	Intruders	Water Emergencies
Electrical System Failures	Loss of Facilities	

- Others as determined by the Building Emergency Response Teams
- In addition to having plans to address the emergencies, our plans also include procedures that would be used during an emergency. These procedures include, but are not limited to:
 - o Hold in Place
 - o Lockdown
 - o Lockout
 - o Shelter In Place
 - o Fire Drills
 - o Evacuation/Relocation

The guidelines provide basic instructions for responding to any given incidents, such as:

- Contacting emergency response agencies
- Moving occupants from an area of danger to an area of safety
- Assembling the emergency response team and implementing the incident command system
- Notifying school administrators and the District Emergency Response Team of the incident
- Community/parent notification
- Sheltering or student release procedures

- Aftermath and recovery

Responding to Acts of Violence: Implied or Direct Threats

The Crisis Response Plan and Multi-Hazard Emergency Response Action Guidelines in the Building-Level Emergency Response Plan provides guidance on the districts policies and procedures for responding to implied or direct threats of violence by students (including to themselves), teachers, other school personnel and visitors to the school. The following types of procedure(s) are addressed in the plan, and could be used by the district:

- Contacting parents, guardians, or persons in a parental relation to a student in the event of an implied or direct threat of violence by a student against themselves, including threat of suicide
- The use of staff trained in de-escalation or other strategies to diffuse the situation.
- Informing the Building Principal of implied or direct threat.
- Determining the level of threat with the District Emergency Response Team.
- Contacting appropriate law enforcement agency, if necessary.
- Monitoring the situation, adjusting the district's response as appropriate, and include possible implementation of District Emergency Response Team.

Acts of Violence

Multi-Hazard Emergency Response Action Guidelines in the Building-Level Emergency Response Plan provides guidance on the districts policies and procedures for responding to direct acts of violence by students, teachers, other school personnel and visitors to the school. The following types of procedure(s) are addressed in the plan, and could be used by the district:

- Determine the level of threat with the District Emergency Response Team.
- If the situation warrants, isolate the immediate area and evacuate if appropriate.
- Inform the Building Principal and District Emergency Response Team.
- If necessary, initiate lockdown or lockout procedures and contact appropriate law enforcement agency.
- Monitor the situation; adjust the level of response as appropriate; if necessary, initiate early dismissal, sheltering, or evacuation procedures.

Note: The Fort Ann Central School District "Code of Conduct" describes policies and procedures for responding to acts of violence by students, teachers, other school personnel and visitors to the school.

Response Protocols

The Incident Command System, Multi-Hazard Emergency Response Action Guidelines in the Building-Level Emergency Response Plan provides guidance on the district's policies and procedures for responding to bomb threats, hostage takings, intrusions and kidnapping. The following protocols are provided as examples:

- Identification of decision-makers (incident command team).
- Plans to safeguard students and staff.

- Procedures to provide transportation, if necessary.
- Procedures to notify parents.
- Procedures to notify media.
- Debriefing procedures.

Arrangements for Obtaining Emergency Assistance from Local Government

A section on Emergency Communications in the Building-Level Emergency Response Plan provides guidance for obtaining assistance during emergencies from emergency services organizations and local government agencies. The following examples are the types of arrangements that could be used by the district:

- The Superintendent or his or her designee in an emergency will contact the Regional Emergency Dispatch Center by calling 911. The dispatcher will determine the appropriate services needed by the school.
- The Superintendent or his or her designee contacts highest-ranking City and or Town officials to provide notification and/or request assistance.

Procedures for Obtaining Advice and Assistance from Local Government Officials

The district will utilize procedures outlined in Emergency Communications and the Incident Command System sections in the Building-Level Emergency Response Plans for obtaining advice and assistance from local government officials including the county or city officials responsible for implementation of Article 2-B of the Executive Law. The types of procedures for obtaining advice and assistance from local governments during countywide emergencies could include the following:

- Superintendent/Designee in an emergency will contact emergency management coordinator and/or the highest-ranking local government official for obtaining advice and assistance.
- The district has identified resources for an emergency from the following agencies: Washington County Office of Emergency Services, Adirondack Chapter of the American Red Cross, New York State Police, Washington County Public Health Department, , Washington County Sheriff's Department, and Capital Region BOCES Health Safety Risk Management Services.

District Resources Available for Use in an Emergency

- A District & Building Resources and Supply Inventory is located in the Building-Level Emergency Response Plan which identifies the district resources, which may be available during an emergency: such as available facilities, blankets, cots, food supply, communications equipment, fire extinguishers, first aid supplies, flashlights, bull horn, district vehicles and buses.

Procedures to Coordinate the Use of School District Resources and Personnel during Emergencies

- The Building-Level Emergency Response Plan provides a description of the district's procedures to coordinate the use of resources and personnel during emergencies. These sections include the identification of the officials authorized to make decisions and the staff members assigned to provide assistance during emergencies.

Protective Action Options

- The Building-Level Emergency Response Plan describes the following actions in response to an emergency where appropriate: school cancellation prior to the start of school, early dismissal, evacuation before, during and after school hours, and sheltering procedures.

Section IV: Declared State of Emergency Involving a Communicable Disease

On September 7, 2020, Governor Cuomo signed into law Chapter 168 of the Laws of 2020 that requires public employers, including public school districts, to adopt a continuation of operations plan in the event that the Governor declares a state disaster emergency involving a communicable disease. The legislation (S.8617-B / A.10832) amended subdivision 2 of section 2801-a of New York Education Law to require that District Safety Plans include protocols for responding to a declared state disaster emergency involving a communicable disease that are “substantially consistent” with the provisions of section 27-c of the Labor Law. A technical chapter amendment (S.01295 / A.009980) to the legislation became effective February 16, 2021 (Chapter 30 of the Laws of 2021).

As per section 27-c of the Labor Law, the operations plan must include, but is not limited to:

- A. A list and description of the types of positions considered essential in the event of a State-ordered reduction of in-person workforce. For this purpose, essential is defined as required to be physically present at a work site to perform his or her job. Such designation may be changed at any time at the sole discretion of the employer.
- B. A description of protocols the employer will follow in order for nonessential employees to telecommute including, but not limited to, facilitating, or requesting the procurement, distribution, downloading, and installation of any needed technology, including software, data, and the transferring of office phone lines to work or personal cell phones as practicable or applicable to the workplace, and may include devices.
- C. A description of how the employer will, to the extent possible, stagger work shifts of essential employees to reduce overcrowding on public transportation and at worksites.

- D. Protocols the employer will implement to procure personal protective equipment (PPE), defined as equipment worn to minimize exposure to hazards, including gloves, masks, face shields, foot and eye protection, protective hearing devices, respirators, hard hats, and disposable gowns and aprons and, for essential employees, a quantity sufficient to provide PPE to each essential employee to meet his or her tasks and needs during any given work shift. A plan for storage of equipment and access to equipment must be included.
- E. Protocols in the event an employee is exposed to a known case of the disease, exhibits symptoms of the disease, or tests positive for the disease to prevent the spread or contraction in the workplace. The protocols shall not violate any existing federal, state, or local law regarding sick leave or health information privacy and must include detailed actions to immediately and thoroughly disinfect the work area, common area surface and shared equipment. The protocols must also describe the employer policy on available leave in the event of the need of an employee to receive testing, treatment, isolation, or quarantine.
- F. Protocols for documenting hours and work locations, including off-site visits, for essential employees. The protocol shall be designed only to aid in tracking of the disease and to identify exposed employees and contractors to facilitate the provision of any benefits which may be available.
- G. Protocols for working with the employer's locality to identify sites for emergency housing for essential employees to further contain the spread of the communicable disease to the extent applicable to the needs of the workplace.
- H. Protocols for implementing any other requirements determined by the Department of Health such as contact tracing or testing, social distancing, hand hygiene and disinfectant, or mask wearing.

The employer must consider and respond to recommendations received from the recognized or certified representatives of the employer's employees in writing, within a reasonable timeframe. A copy of the final version of the plan shall be published in a clear and conspicuous location, and in the employee handbook, and in a location accessible on either the employer's website or on the internet accessible by employees. No employer shall take retaliatory action or otherwise discriminate against any employee for making suggestions or recommendations regarding the content of the plan. "Retaliatory action" is defined as the discharge, suspension, demotion, or discrimination against any employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

Section V: Recovery

A. District Support for Buildings

- The Building-Level Emergency Response Plan provides resources for supporting the Emergency Response Team and Post-Incident Response Team at Fort Ann Central School District. The District's Incident Command System Plan identifies alternates to relieve team members, and interfaces with the Crisis Response Plan to provide team members the opportunity to debrief and rehab in a controlled environment. Additionally, members of the Post-Incident Response Team will be provided with sufficient manpower to allow the rotation of personnel, and the opportunity to debrief and rehab in a controlled environment.

B. Disaster Mental Health Services

- The Administrative branch of the Post-Incident Response Team (Crisis Response Team) will work through the School Psychologist, Guidance Director, and School Nurse to coordinate disaster mental health resources through the County Mental Health Department, community resources, neighboring school districts, and other disaster mental health resources to fully support members of the crisis response team.
- A debriefing of the Post-Incident Response Team is an essential part of the recovery phase following an emergency incident. The debriefing will be used in part to evaluating the district's plan for possible revisions.
- **References: While linked to the District-Wide School Safety Plan, References shall be confidential and shall not be subject to disclosure under Article 6 of the Public Officers Law or any other provision of law, in accordance with Education Law Section 2801-a.**

Reference 1: Included in the Building-Level Response Plan is a table identifying the local and state law enforcement organizations that have received copies of the Building-Level Response Plans.

Reference 2: Board of Education Policy 5680: School Safety and Security

Revised: July 1, 2016 per NYS Education Law Sections 2801-a and 807

APPENDIX 1: Pandemic Continuation of Operations Plan (Attach Plan)

Appendix 2: Washington County SRO Contract

Appendix 3: Remote Learning Plan

Pandemic Continuation of Operations Plan



The Fort Ann Central School District places the safety and health of our students, faculty, staff and school community at the forefront of our planning, while placing high value on collaborative participant engagement in the planning and decision-making process. This plan has been developed in collaboration with the Board of education members, union representatives, administrators, teachers, support staff members, and the Washington County Health Department. This plan has also been developed in accordance with NYS legislation S8617B/A10832.

Date: _____

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Promulgation:

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable.

This plan has been developed with the input of Fort Ann Central School District Teachers Association and the Fort Ann CSEA, Local 1000, AFSCME, AFL-CIO "CSEA", as required by the amended New York State Labor Law.

No content of this plan is intended to impede, infringe, diminish, or impair the rights of us or our valued employees under any law, rule, regulation, or collectively negotiated agreement, or the rights and benefits which accrue to employees through collective bargaining agreements, or otherwise diminish the integrity of the existing collective bargaining relationship.

This plan has been approved in accordance with requirements applicable to the agency, jurisdiction, authority, or district, as represented by the signature of the authorized individual below. --

As the authorized official of Fort Ann Central School District, I hereby attest that this plan has been developed, approved, and placed in full effect in accordance with S8617B/A10832 which amends New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable, to address public health emergency planning requirements.

Signed on this day:

By: Justin M. Hoskins

Signature:

Title: Superintendent of Schools

Purpose, Scope, Situation Overview, and Assumptions

Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requires public employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

Scope

This plan was developed exclusively for and is applicable to Fort Ann Central School District. This plan is pertinent to a declared public health emergency in the State of New York which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

Situation Overview

On March 11, 2020 the World Health Organization declared a pandemic for the novel coronavirus which causes the COVID-19 severe acute respiratory syndrome. This plan has been developed in accordance with amended laws to support continued resilience for a continuation of the spread of this disease or for other infectious diseases which may emerge and cause a declaration of a public health emergency.

The health and safety of our employees and contractors is crucial to maintaining our mission essential operations. We encourage all employees and contractors to use and follow the [CDC Guidance for Keeping Workplaces, Schools, Homes, and Commercial Establishments Safe](#). The fundamentals of reducing the spread of infection include:

- Using hand sanitizer and washing hands with soap and water frequently, including:
 - After using the restroom
 - After returning from a district meeting or visit

- After touching/disposing of garbage
 - After using or touching district computers, tables, doors, and countertops, etc.
- Practice 6ft social distancing whenever possible
- If you are feeling ill or have a fever, notify your supervisor immediately and go home
- If you start to experience coughing or sneezing, step away from people and food, cough or sneeze into the crook of your arm or a tissue, the latter of which should be disposed of immediately
- Clean and disinfect workstations at the beginning, middle, and end of each class
 - Minimally, desks should be wiped if the group of cohorts in the space changes.
- Other guidance which may be published by the CDC, the State Department of Health, or County health officials.

Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current Coronavirus pandemic, but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our students, faculty, staff and contractors, and their families, is of utmost importance
- The circumstances of a public health emergency may directly impact our own operations.
- Impacts of a public health emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety
- The school community and our constituency expect us to maintain high quality education, while maintaining all essential operations
- Resource support from other jurisdictions may be limited based upon the level of impact the public health emergency has upon them

- Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement
- The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit organizations, and other governmental agencies and services may also be impacted due to the public health emergency, causing delays or other disruptions in their services
- Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the public health emergency, as well as guidance and direction from public health officials and the governor
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform their job
- Per S8617B/A10832, 'non-essential employee' is defined as a public employee or contractor that is not required to be physically present at a work site to perform their job

Concept of Operations

The Superintendent of Schools of Fort Ann Central School District, their designee, or their successor holds the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations, and adjustments to plan implementation may be supported by additional personnel, at the discretion of the Superintendent of Schools.

Upon the determination of implementing this plan, all employees and contractors of Fort Ann Central School District shall be notified by email, district website, school messenger and/or phone, with details provided as possible and necessary, with additional information and updates provided on a regular basis. The Fort Ann Teachers Association and the Fort Ann CSEA will be notified of pertinent operational changes by way of email and/or phone. Other interested parties, such as vendors, will be notified by phone and/or email as necessary. The Superintendent of Schools will maintain communications with the public and constituents as needed throughout the implementation of this plan. The plan will also be available to all stakeholders via the district website at www.fortannschool.org.

The Superintendent of the Fort Ann Central School District, their designee, or their successor will maintain awareness of information, direction, and guidance from public health officials and the Governor's office, directing the implementation of changes as necessary.

Upon resolution of the public health emergency, the Superintendent of Schools of the Fort Ann Central School District, their designee, or their successor will direct the resumption of normal operations or operations with modifications as necessary.

Mission Essential Functions

When confronting events that disrupt normal operations, the Fort Ann Central School District is committed to ensuring that essential functions will be continued even under the most challenging circumstances.

Essential functions are those functions that enable an organization or school district to:

1. Maintain the safety of students, faculty and staff, contractors, and our constituency
2. Provide vital educational services
3. Provide services required by law
4. Sustain quality educational programs and operations
5. Uphold the core values of Fort Ann Central School District.

The Fort Ann Central School District has identified as critical only those priority functions that are required or are necessary to provide vital services. During activation of this plan, all other activities may be suspended to enable the school district to concentrate on providing critical educational functions while building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications with students, faculty, staff, parents, guardians, contractors, our constituents, and other stakeholders will be an ongoing priority.

Essential functions are prioritized according to:

- The time criticality of each essential function
- Interdependency of one function to others
- The recovery sequence of essential functions and their vital processes

Priority 1 identifies the most essential of functions, with priority 4 identifying functions that are essential, but least among them.

Critical essential functions for Fort Ann Central School District have been identified as:

Information Technology Department	Maintains servers, interactive whiteboards, Chromebooks, and laptop computers, while providing all hardware and software for the school district. Maintains the school district's network and phone system. Repairs hardware as needed to ensure high quality remote instruction and learning.	1
Administrative Team	Maintains communicating all necessary information to district staff, students, parent/guardians, visitors, education partners, and vendors. Live streamed informational sessions for parents, students and staff will be offered as needed. Continued support for students, faculty and staff, throughout the hybrid, remote/in-person educational initiative.	2
Students with Disabilities Director/staff	Educators, parents and individual students, collaborate when assessing each student's learning needs. Discuss adjustments/modifications needed for remote learning. Modify curriculum, instruction and materials to best meet the needs of each student.	3
Head of Building Maintenance/Custodial Staff	The district will ensure adherence to PPE, hygiene, 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. PPE supplies and equipment will be purchased and closely monitored to ensure the safety of all students, faculty and staff.	4

Essential Positions

Each essential function identified above requires certain positions on-site to effectively operate. The table below identifies the positions or titles that are essential to be staffed on-site for the continued operation of each essential function. Note, that while some functions and associated personnel may be essential, some of these can be conducted remotely and do not need to be identified in this section.

Information Technology	Manager Staff	The IT manager works with the administrative team to establish educational priorities, IT tasks, and district initiatives and needs. IT staff members provide ongoing support for faculty and staff to ensure quality virtual learning. IT department is responsible for managing and maintaining equipment, hardware and software, network management, and help desk support.
Administrative Team	Superintendent & Building Principals Director of Special Education	The administrative team establishes all priorities for remote instruction and learning. Including, operationalizing academic and instructional parameters, while providing

		available resources and referrals to address mental health for students, families and staff members.
Business Office	Business Official & Staff	The business office closely monitors district revenues and expenditures, purchasing, payroll and FMLA procedures and regulations.
Building Maintenance	Building Main Custodial /Cleaning Staff	The Head of Building Maintenance works with the administrative team to establish all priorities for district buildings and grounds.
Food Service Department	· Food Service Manager · Staff	The food service department will continue to make meals available to all students throughout remote learning.
Transportation	·Head Driver /Mechanic ·Bus Drivers /Aides	The district will conduct transportation activities that are consistent with state-issued public transit guidelines and NYSE School Reopening guidelines. Meals will continue to be delivered throughout remote learning.

School Nurse	School Nurse	Assist in evaluation of staff and students that are on-site. Assist in the identification of high needs families to help make sure they are receiving all necessary supports from the district (food, mental health, other items as deemed appropriate)
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Faculty	<ul style="list-style-type: none"> · Teachers · Teacher Assistants 	<p>In the event that in-person instruction cannot take place due to a high infection rate, in-district, remote learning will take place on a daily basis. Random weekly COVID-19 tests on 20% of the essential employees will take place if mandated.</p>
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Reducing Risk Through Remote Work and Staggered Shifts

Through assigning certain staff to work remotely and by staggering work shifts, we can decrease crowding and density at work sites and on public transportation

Remote Work Protocols

Non-essential employees and contractors able to accomplish their functions remotely will be enabled to do so at the greatest extent possible. Working remotely requires:

1. Identification of staff who will work remotely
2. Approval and assignment of remote work
3. Equipping staff for remote work, which may include:
 - a. Internet capable laptop
 - b. Necessary peripherals
 - c. Access to VPN and/or secure network drives
 - d. Access to software and databases necessary to perform their duties
 - e. A solution for telephone communications
 - f. Note that phone lines may need to be forwarded to off-site staff

As a District we will continue to follow the guidelines provided by the NYS Office of the Governor, the New York State Education Department, and the Washington County Department of Health. Quality educational instruction will continue to be provided from afar remotely if needed. The superintendent will work with the administrative team and

department heads to identify staff members who will work remotely and staff members who will be required report to work on a staggered schedule. Careful consideration will be placed on health and safety of staff members, district's internet capabilities, teachers access to interactive whiteboards and materials, regional COVID-19 infection rates over a 14-day average (especially if the infection rate exceeds 9% over a 7-day average), "Cluster Action" testing requirements, and the needs of students with disabilities and high-risk students. In support of remote/distance learning the district will make computer devices available to students and teachers who need them.

Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. If needed, district administrators and department heads will work together to identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, Fort Ann Central School District will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

1. Identification of positions for which work hours will be staggered
2. Approval and assignment of changed work hours

The Superintendent of Schools will work with the Administrative Team, Teachers Association, Management Confidential, and CSEA Association in determining the identification of positions for which work hours will be modified/staggered, based on the health, safety, education guidelines identified previously. The administrative team, business office, and custodial staff may be required to work in-district on a modified day 1 day 2 schedules with reduced hours to minimize the number of staff members on campus, while maintaining district maintenance, business operations, and educational initiatives. The modified hours may look similar to our summer/holiday hours. The teaching staff may also be required to work in district on an A, B, C day schedule based on the infection rate, program and curriculum needs, and the capabilities of our district's internet bandwidth.

Personal Protective Equipment

The use of personal protective equipment (PPE) to reduce the spread of infectious disease is important to supporting the health and safety of our employees and contractors. PPE which may be needed can include:

- Masks

- Face shields
- Gloves
- Disposable gowns and aprons

Note that while cleaning supplies are not PPE, there is a related need for cleaning supplies used to sanitize surfaces, as well as hand soap and hand sanitizer. The Coronavirus pandemic demonstrated that supply chains were not able to keep up with increased demand for these products early in the pandemic. As such, we are including these supplies in this section as they are pertinent to protecting the health and safety of our employees and contractors.

Protocols for providing PPE include the following:

1. Identification of need for PPE based upon job duties and work location
2. Procurement of PPE
 - a. As specified in the amended law, public employers must be able to provide at least two pieces of each required type of PPE to each essential employee and contractor during any given work shift for at least six months
 - b. Public employers must be able to mitigate supply chain disruptions to meet this requirement
3. Storage of, access to, and monitoring of PPE stock
 - a. PPE must be stored in a manner which will prevent degradation
 - b. Employees and contractors must have immediate access to PPE in the event of an emergency
 - c. The supply of PPE must be monitored to ensure integrity and to track usage rates

The school district has designated the Superintendent of Schools as their COVID-19 Safety Coordinator. The Superintendent of Schools shall be responsible for the continuous compliance with all aspects of the districts Public Employer Health Emergency Plan, as well as the storage of, access to, and monitoring of PPE stock. The superintendent will work closely with the business official, building principals, head of building maintenance,

transportation supervisor, school nurse and the district's school safety specialist to establish health and safety protocols and PPE needs. Bi-monthly inventory will be taken on PPE in order to track usage rates and district needs. The head of building maintenance, school nurse and district safety specialist will work together to ensure that

all PPE meets the department of health standards and that they are appropriately stored in locked cabinets or closets.

Inventory of COVID-19 PPE Supplies/stock in the facility will include the following”

- a. Children and adult face masks
- b. Towels (white and brown)
- c. Nitril gloves (all sizes)
- d. Lemon quat
- e. Gel sanitizer
- f. Purell foaming hand sanitizer
- g. Purell wipes
- h. Purell surface sanitizer
- i. G 256 disinfectant cleaner and sanitizer
- j. True cleaner
- k. Complete 360 for our spray foggers

The head of building maintenance and the business office will monitor PPE inventory and work with EA Morse, WB Mason and VI Enterprises to ensure that we have the appropriate PPE supplies on hand.

As a District we will continue to follow all guidelines provided by the NYS Office of the Governor, the New York State Education Department, and the Washington County Department of Health in order to follow best practice protocols for PPE. As a baseline, we will continue to require all staff members to maintain six feet of distancing in most scenarios; wear appropriate face coverings and PPE while in transit, when we cannot appropriately socially distance; staff members will wear appropriate face coverings, maintain proper hand hygiene; and adhere to the CDC’s and Department of Health’s guidance as they relate to cleaning and disinfection of our building, vehicles and materials.

Staff Exposures, Cleaning, and Disinfection

Staff Exposures

Staff exposures are organized under several categories based upon the type of exposure and presence of symptoms. Following CDC guidelines, we have established the following protocols:

A. If employees or contractors are exposed to a known case of communicable disease that is the subject of the public health emergency (defined as a 'close contact' with someone who is confirmed infected, which is a cumulative presence of 10 minutes within six feet with that person with no masks being worn):

1. Potentially exposed employees or contractors who do not have symptoms should remain at home or in a comparable setting and practice social distancing for the lesser of 14 days or other current CDC/public health guidance for the communicable disease in question.

- a. As possible, these employees will be permitted to work remotely during this period of time if they are not ill.

- b. The superintendent of schools will work closely with the administrative team, school nurse and the Washington County Health Department to ensure that these requirements are communicated and appropriately followed.

- c. See the section titled Documentation of Work Hours and Locations for additional information on contact tracing

2. CDC guidelines for COVID-19 provide that critical essential employees may be permitted to continue work following potential exposure, provided they remain symptom-free and additional precautions are taken to protect them, other employees and contractors, and our constituency/public.

- a. Additional precautions will include the requirement of the subject employee or contractor, as well as others working in their proximity, to wear appropriate PPE at all times to limit the potential of transmission.

- b. In-person interactions with the subject employee or contractor will be limited as much as possible.

- c. Work areas in which the subject employee or contractor are present will be disinfected according to current CDC/public health protocol at least every hour, as practical. See the section on Cleaning and Disinfection for additional information on that subject.

- d. If at any time they exhibit symptoms, refer to item B below.

e. The superintendent of schools will work closely with the administrative team, school nurse and the Washington County Health Department to ensure that these requirements are communicated and appropriately followed.

B. If an employee or contractor exhibits symptoms of the communicable disease that is the subject of the public health emergency:

1. Employees and contractors who exhibit symptoms in the workplace should be immediately separated from other employees, customers, and visitors. They should immediately be sent home with a recommendation to contact their physician.
2. Employees and contractors who exhibit symptoms outside of work should notify their supervisor and stay home, with a recommendation to contact their physician.
3. Employees should not return to work until they have met the criteria to discontinue home isolation per CDC/public health guidance and have consulted with a healthcare provider.
4. Fort Ann Central School District will not require sick employees to provide a negative test result for the disease in question or healthcare provider's note to validate their illness, qualify for sick leave, or return to work; unless there is a recommendation from the CDC/public health officials to do so.
5. CDC criteria for COVID-19 provides that persons exhibiting symptoms may return to work if at least 24 hours have passed since the last instance of fever without the use of fever-reducing medications. If the disease in question is other than COVID-19, CDC and other public guidance shall be referenced.
6. The superintendent of Schools will work closely with the administrative team, school nurse and the Washington County Health Department to ensure that these requirements are communicated and appropriately followed.

C. If an employee or contractor has tested positive for the communicable disease that is the subject of the public health emergency:

1. Apply the steps identified in item B, above, as applicable.
1. Areas occupied for prolonged periods of time by the subject employee or contractor will be closed off.

- a. CDC guidance for COVID-19 indicates that a period of 24 hours is ideally given before cleaning, disinfecting, and reoccupation of those spaces will take place. If this time period is not possible, a period of as long as possible will be given. CDC/public health guidance for the disease in question will be followed.
 - b. Any common areas entered, surfaces touched, or equipment used shall be cleaned and disinfected immediately.
 - c. See the section on Cleaning and Disinfection for additional information on that subject.
2. Identification of potential employee and contractor exposures will be conducted
 - a. If an employee or contractor is confirmed to have the disease in question, the superintendent of schools or their designee should inform all contacts of their possible exposure. Confidentiality shall be maintained as required by the Americans with Disabilities Act (ADA).
 - b. Apply the steps identified in item A, above, as applicable, for all potentially exposed personnel.
3. The superintendent of schools will work closely with the administrative team, school nurse and the Washington County Health Department to ensure that these requirements are communicated and appropriately followed.

We recognize there may be nuances or complexities associated with potential exposures, close contacts, symptomatic persons, and those testing positive. We will follow CDC/public health recommendations and requirements and coordinate with our local public health office for additional guidance and support as needed.

Cleaning and Disinfecting

CDC/public health guidelines will be followed for cleaning and disinfection of surfaces/areas. Present guidance for routine cleaning during a public health emergency includes:

1. As possible, employees and contractors will clean their own workspaces in the beginning, middle, and end of their shifts, at a minimum.
 - a. Desktops and touch surfaces should be cleaned between cohort groups

- b. High traffic/high touch areas and areas which are accessible to the public/constituents will be disinfected several times through the school day.
 - c. The head of building maintenance, or his designee, is responsible for cleaning common areas, and the frequency and quality of the cleaning and disinfecting.
2. Staff tasked with cleaning and disinfecting areas will be issued and required to wear PPE appropriate to the task.
3. Soiled surfaces will be cleaned with soap and water before being disinfected.
4. Surfaces will be disinfected with products that meet EPA criteria for use against the virus in question and which are appropriate for that surface.
5. Staff will follow instructions of cleaning products to ensure safe and effective use of the products.

Employee and Contractor Leave

Public health emergencies are extenuating and unanticipated circumstances in which Fort Ann Central School District is committed to reducing the burden on our employees and contractors. The *Families First Coronavirus Response Act provided requirements related to the COVID-19 pandemic, which form the policies outlined below. This policy may be altered based upon changes in law or regulation, as applicable.*

It is our policy that employees of Fort Ann Central School District will not be charged with leave time for testing. Employees will be provided with up to two weeks (80 hours) of paid sick leave at the employee's regular rate of pay for a period which the employee is unable to work due to quarantine (in accordance with federal, state, or local orders or advice of a healthcare provider), and/or experiencing symptoms and seeking medical diagnosis.

Further, Fort Ann Central School District will provide up to two weeks (80 hours) of paid sick leave at two-thirds the employee's regular rate of pay if the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to federal, state, or local orders or advice of a healthcare provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to the public health emergency, and/or the employee is experiencing a substantially similar condition as specified by the CDC/public health officials. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so.

Additionally, Fort Ann Central School District will provide up to an additional 10 weeks of paid expanded family and medical leave at two-thirds of the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days by Fort Ann Central School District, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to the public health emergency. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of Fort Ann Central School District, and as such are not provided with paid leave time by Fort Ann Central School District, unless required by law.

Documentation of Work Hours and Locations

In a public health emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of locations shall include on-site work, off-site visits. This information may be used by Fort Ann Central School District to support contact tracing within the organization and may be shared with local public health officials.

The administrative team, head of building maintenance, transportation director and school business official will be responsible for maintaining a paper-based or electronic logging, tracking via a smartphone app, or other. Detail the terms and conditions of such, when and how the information is used, and who is responsible for handling and managing the information.

Housing for Essential Employees

There are circumstances within a public health emergency when it may be prudent to have essential employees lodged in such a manner which will help prevent the spread of the subject communicable disease to protect these employees from potential exposures, thus helping to ensure their health and safety and the continuity of Fort Ann Central School District's essential operations.

6. If such a need arises, hotel rooms are expected to be the most viable option. If hotel rooms are for some reason deemed not practical or ideal, or if there are no hotel rooms available, Fort Ann Central School District will coordinate with the Washington County Department of Health to help identify and arrange for these housing needs. The superintendent of Schools will also work closely with the administrative team, school nurse and the Washington County Health Department to ensure that these requirements are communicated and appropriately followed.

* Will BE SIGNED AFTER JULY 5th, 2023 MEETING

**AGREEMENT BETWEEN THE FORT ANN CENTRAL SCHOOL
DISTRICT AND THE COUNTY OF WASHINGTON FOR THE PROVISION
OF
SPECIAL PATROL OFFICER SERVICES**

This Agreement is made this ____ day of June 2023, by and between the FORT ANN CENTRAL SCHOOL DISTRICT ("District") and the COUNTY OF WASHINGTON, NEW YORK ("County") (collectively referred to as "the Parties," and individually referred to as "Party").

WHEREAS, the District is desirous of retaining the services of a part-time special patrol officer ("SPO") in an effort to enhance the security of District students, staff, visitors and property, to deter criminal behavior and otherwise benefit the student population through positive interactions between students during school hours, and to otherwise perform duties traditionally associated with a school resource officer to the extent permitted by law; and

WHEREAS, the County is desirous of providing such services to the District, in order to benefit the District's student population as well as the community at large; and

WHEREAS, the Parties have considered and discussed the terms upon which this program will be implemented, and have agreed upon the terms set forth herein for that purpose;

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the Parties hereby agree as follows:

1. **Term.** The term of this Agreement shall commence on July 1st 2023 (the "Effective Date") and end on June 30th 2024 ("Termination Date").
2. **Termination.** This Agreement may be terminated with or without cause at any time by either Party, in its sole discretion, upon a ninety (90) day written notice to the other Party, or earlier terminated pursuant to the provisions of Section 11(1) herein.
3. **Compensation and Costs.** The County, as more fully set forth below, shall appoint and employ a uniformed and equipped special patrol officer pursuant to N.Y. General Municipal Law Section 209-v ("Section 209-v"). The Parties affirm that the intent of this Agreement is to have the SPO perform duties which include those traditionally associated with a school resource officer, to the extent permitted by law including Section 209-v, and as specified in Section 5 herein.
 - 3.1 The Parties agree that the District shall pay the County the total sum of \$45,510 in ten (10) equal monthly installments in the amount of \$4,551 beginning October 15th 2023 and continuing the 15th day of each month thereafter through July 15th 2024. In consideration of such payment, the County shall make available to the District a total of 1300 hours of service to be provided by the SPO as more fully described in Section 5 herein. The County shall be responsible for paying all salary, benefits, training, insurance, taxes, equipment and other costs associated with the SPO. The County acknowledges and agrees that the SPO is not eligible to participate in any District pension or fringe benefit program, such as vacation pay, sick pay, or health insurance that is provided to District employees. The County will provide the District with the number of hours worked by the SPO each month.

In June, the District will either be credited at a rate of \$33.12 for each hour under the 1300 hours that was not worked by the SPO or compensate the County at a rate of \$33.12 for each hour over the 1300 hours that was worked by the SPO. Hours spent by the SPO attending required training shall be deducted from the 1300 hours of service available to the District. Similarly, if the District determines that the SPO shall no longer be allowed to work at the District, the District will be credited at the rate of \$33.12 for each hour under the 1300 hours that was not worked by the SPO. In the event of a change in the County's cost for provision of SRO services, the Parties agree to meet and negotiate the impact of those changes.

- 3.2 In the event the SPO is sick or unable to perform the SPO duties, the County will **attempt** to fill the vacant SPO position with another SPO that is agreeable to the District.

4. **The Duties of the County.** The County shall appoint on a part-time basis and assign one SPO to the District as follows:

- 4.1 The SPO shall be assigned to the District, and shall be expected to work a regular scheduled 7 hour work day between the hours of 8:00 a.m. to 3:00 p.m. each day (exact start and end time depending on which building the SPO is assigned to each day as determined upon mutual agreement between the school and Sheriff's Office), during the District's regular school day, plus the following special events: To be determined by mutual agreement between the school and Sheriff's Office. However, the SPO's working days and hours and special events may be adjusted by mutual agreement between the SPO and the District's Superintendent of Schools upon submission of a written change request to the Sheriff's Office.
- 4.2 The SPO may leave school grounds during scheduled working hours to attend required training or to perform duties that arise in the course of the SPO's services under this Agreement. The SPO shall provide notice to the Superintendent of Schools (or his designee) and Sheriff's Office as soon as practicable, and in advance if possible, of any such obligations.
 - 4.2(a) School grounds shall include any grounds and associated buildings on the school campus and District.
- 4.3 The SPO, may by mutual agreement between the SPO, Sheriff's Office and the District's Superintendent of Schools, work beyond the standard work day and week, and special events, and, he shall then be permitted to flex his time to account for such additional hours upon notice to and approval of the Superintendent and Sheriff's Office (at no time shall overtime pay be incurred).
- 4.4 The County shall provide the SPO with appropriate uniforms, equipment, badges and firearm.
 - 4.4(a) The County shall provide the SPO with the required yearly firearms/Article 35 training and qualification.

5. **The Duties of the SPO.** The SPO shall perform the following duties under this Agreement, as directed by the District and Sheriff's Office, to the extent permitted by law including Section 209-v:

- 5.1 The SPO shall undertake appropriate efforts to ensure the safety and security of District property and persons on such property. The SPO will patrol school buildings and grounds and respond to emergency situations on the District's property.
- 5.2 The SPO shall act as a school resource officer and provide a positive role model for students.
- 5.3 The SPO shall act as an instructor for specialized, short-term, programs at the District, when invited to do so by the principal or a member of the faculty (ie. Internet safety, conflict resolution, violence prevention etc.). All such presentations will be approved by both the District and Sheriff's Office.
- 5.4 The SPO shall make presentations to the District faculty and students on law-related topics. Such subjects shall include a basic presentation on laws, the role of police officers, and the police mission. All such presentations will be approved by both the District and Sheriff's Office.
- 5.5 The SPO shall coordinate his or her activities with the Superintendent of Schools and staff members as identified by the Superintendent, and will seek permission, advice and guidance prior to undertaking any program in the District.
- 5.6 The SPO shall promote a trusting relationship by developing lines of communication with students and staff and promote positive behavior and interaction between students.
- 5.7 The SPO shall make themselves available for conferences with students, parents and faculty members in order to assist them with law enforcement or crime prevention matters.
- 5.8 The SPO shall refer students who may be experiencing a variety of school, family or social problems to the District for appropriate action.
- 5.9 The SPO shall become familiar with all community agencies that offer assistance to youths and their families, such as mental health clinics, drug treatment centers, etc. but any referrals thereto will be made by the District.
- 5.10 The SPO shall assist the District in developing plans and strategies to prevent and/or minimize dangerous situations which may occur in school or during school sponsored events. The SPO shall assist in increasing staff awareness about policies and procedures for preventing/responding to incidents of violence and other threats to school safety.
- 5.11 The SPO shall take law enforcement action as immediately required to the extent that a special patrol officer may do so under the authority of law. As soon as practicable, the SPO shall make the Superintendent of Schools (or his designee) aware of such action. At the

Superintendent's (or his designee's) request, the SPO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SPO may do so under the authority of the law.

5.11(a) Once the SPO has taken whatever immediate action was necessary to resolve the situation the SPO shall notify and turn the case and investigation over to a Deputy Sheriff or appropriate Police Officer for any further action.

- 5.12 The SPO will assist other police officers and law enforcement representatives in matters regarding this Agreement, whenever necessary.
- 5.13 The SPO shall maintain detailed and accurate records of the operation of the SPO Program, and shall make them available to the Superintendent of Schools as required by law, or upon request.
- 5.14 The SPO shall not act as a school disciplinarian. However, if the Superintendent believes an incident involves a violation of the law, then the Superintendent may contact the SPO and the SPO shall then determine whether law enforcement action is appropriate and notify a Deputy or Police Officer for any further action. The SPO is not to be used as a substitute for regularly assigned lunchroom duties, hall monitoring, bus duties or other monitoring duties, but will maintain a highly visible presence through the school day in hallways, lobby, cafeteria, restrooms, and parking lot to protect persons and property, to maintain order, and to assure compliance with safety and security rules and protocol.

6. **Duties of the District.**

- 6.1 The District shall provide to the SPO the following materials and facilities, which are deemed necessary for the performance of the SPO's duties:
 - 6.1.1 Access to a properly lighted office area, which shall contain a telephone and which may be used for general business purposes;
 - 6.1.2 A location for official files and records which can be locked and secured;
 - 6.1.3 A desk with drawers, a chair, work table, filing cabinet and office supplies;
 - 6.1.4 Access to a computer with e-mail and internet capability;
 - 6.1.5 A written letter authorizing the SPO to carry a firearm on school property in compliance with PL 265.01(a).
 - 6.1.6 Provide TCI training, if required by the District.

7. **Independent Contractor.** The relationship between the District and the County is that of an independent contractor. The SPO shall be an employee of the County and shall have no

employment relationship with the District.

8. **Federal, State, and Local Taxes.** Consistent with its status as an independent contractor, the County agrees that it, and not the District, shall be responsible, where appropriate, for: (1) Withholding FICA (Social Security and Medicare) taxes from the SPO's compensation or making FICA payments on the SPO's behalf; (2) Making federal or state unemployment insurance contributions on the SPO's behalf; (3) Withholding federal, state, or local income tax from the SPO's compensation. The County represents, warrants, and agrees that it will timely pay all federal, state, and local income taxes, FICA taxes, federal and state unemployment insurance contributions which arise in connection with the SPO's provision of services under this Agreement.

9. **Workers' Compensation.** The County acknowledges that the SPO will not be entitled to workers' compensation or disability insurance coverage under the District's policies. The County will cover the SPO with workers' compensation and any other similar insurance required by law. The County will provide the District with proof of such coverage upon request, before the SPO begins performing services under this Agreement. To the extent a claim is asserted against the District by the SPO, the County shall defend and indemnify the District for any judgments or claims entered against the District under the Workers' Compensation Law.

10. **Unemployment Insurance.** The County acknowledges that the SPO will not be entitled to unemployment insurance benefits from the District. The County agrees that it will make any federal or state unemployment insurance contributions on behalf of the SPO. The County will also be responsible for the reimbursement of any unemployment insurance benefits that may be paid to the SPO. To the extent the SPO asserts an unemployment insurance claim against the District, the County shall defend the District and shall indemnify the District for any resulting judgment or liability under the Unemployment Insurance Law.

11. **Appointment of the SPO.** The SPO must possess relevant job knowledge, experience, training, education, and have the appropriate appearance, attitude, communications skills and bearing. The SPO must be legally eligible to be appointed and to serve as a special patrol officer. The County shall solicit candidates for appointment to SPO, and shall conduct the process of interviewing and screening candidates. The District shall have the right to have a representative present during the interview, screening and selection process, and may participate in the hiring decision with the Sheriff's Office. The District shall have the right to reject an individual recommended by the County. The implementation of this Agreement is specifically contingent upon the Washington County Department of Personnel, or any other applicable civil service entity with jurisdiction, approving the appointment of the SPO pursuant to Section 209-v.

1. **Termination and Replacement of the SPO.** In the event that either the County or the District believes that the SPO is not effectively performing his duties and responsibilities, it shall promptly notify the other, and may immediately preclude the SPO from working at the District or being on District property. The Parties shall then confer to determine whether to (a) terminate the assignment of the SPO and assign another individual to serve as SPO, or (b) terminate this Agreement. If the Parties are unable to reach agreement under this section, then this Agreement shall be terminated.

2. **Good Faith.** The District, the County, and their respective agents and employees, agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Parties.

3. **Modification.** This document constitutes the full understanding of the Parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless upon mutual written agreement by the Parties.

4. **Severability.** In the event any provision of this Agreement shall be or become invalid under any provision of federal, state or local law, such invalidity shall not affect the validity or enforceability of any other provision hereof.

5. **Hold Harmless.** The County agrees to indemnify and hold harmless the District, its officers, Board of Education members, employees, agents, contractors and representatives, from any and all liability, damages, fines, or judgments, (including those based on negligence) which may arise as a result of the County's acts and omissions in the performance of this Agreement or violation or breach of any promise, representation, or the law. The District agrees to indemnify and hold harmless the County, its officers, County Board members, employees, agents, contractors and representatives, from any and all liability, damages, fines, or judgments, (including those based on negligence) which may arise as a result of the District's acts and omissions in the performance of this Agreement or violation or breach of any promise, representation, or the law.

6. **Entire Agreement.** This constitutes the entire agreement of the Parties hereto and all previous communications between the Parties, whether written or oral, with reference to the matter of this Agreement, are hereby superseded.

7. **Compliance with Laws.** The services to be provided by the SPO pursuant to this Agreement shall be in all respects consistent with applicable law, and the terms of this Agreement shall be interpreted and applied consistent with applicable law. By their signatures below, the County Supervisor and Superintendent of Schools represent and certify that this Agreement has been approved by resolution of the County Board and the Board of Education, respectively.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date set above.

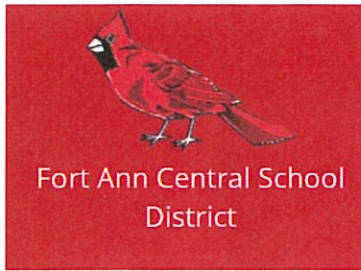
For the County of Washington:

For the Fort Ann Central School District:

Chairman of the Board

Superintendent of Schools

Sheriff Jeffrey J. Murphy



Fort Ann Central School District:
Remote Instruction Plan 2023-2024 School Year

This appendix addresses the 2022-2023 amendments of Sections 100.1, 155.17, and 175.5 of the Regulations of the Commissioner of Education Relating to Remote Instruction and its Delivery under Emergency Conditions, and the amendments of Sections 200.7, 200.16, and 200.20 of the Regulations of the Commissioner of Education Relating to Remote Instruction and its Delivery Under Emergency Conditions and Length of School Day for Approved School-Age and Preschool Programs Serving Students with Disabilities

INTRODUCTION

The Fort Ann Central School District developed the following Emergency Remote Instruction Plan to address the instruction of students if extraordinary circumstances prevent students and staff from physically attending school. The Emergency Remote Instruction Plan meets the requirements of New York State Education Commissioner's Regulations for inclusion in the 2023-2024 District-Wide School Safety Plan. Additionally, the plan adheres to guidance set forth in the following Board of Education policies: 6570- Remote Eorking, 7110 Comprehensive Student Attendance Policy, 7150 Remote Learning, 7316 Student Use of Personal Technology, 8271 internet Safety, Internet Content Filtering Policy, 8280 Instruction for ELL students

BACKGROUND INFORMATION

The NYS Education Department (NYSED) authorized a "snow day pilot" program during the Covid-19 pandemic 2020-2021 and 2021-2022 school years. This program allowed school districts to deliver instruction remotely on days in which they would otherwise have closed due to an emergency.

To give districts greater predictability, in September 2022, the NYSED Board of Regents amended section 175.5(e) of the Commissioner's regulations to codify this flexibility. Districts that would otherwise close due to an emergency may, **but are not required to**, remain in session and provide instruction through remote learning and count these

instructional days towards the annual hours requirement for State Aid purposes. Instruction must be provided to all students and be consistent with the definition of remote instruction, as explained below. In addition, beginning with the 2023-2024 school year, such instruction must be consistent with the school district's Emergency Remote Instruction Plan.

NYSED also amended section 155.17 of the Commissioner's regulations to require public schools, BOCES, and county vocational education and extension boards amend their District-wide School Safety Plans to include plans for remote instruction beginning with the 2023-2024 school year. This gives the public an opportunity to provide feedback on such plans for remote instruction prior to their adoption. The Emergency Remote Instruction Plan must include the methods that the school district will ensure the availability of: devices; internet access; provision of special education and related services for students with disabilities; the expectations for time spent in different remote modalities.

Such plans also require that each chief executive officer of each educational agency located within a public school district report information on student access to computing devices and access to the internet each year.

NYSED additions to section 100.1 of the Commissioner's regulations define the term "remote instruction." This definition identifies various ways in which remote instruction may be delivered, but which must include, in all situations, regular and substantive teacher-student interaction with an appropriately certified teacher.

The NYS Board Regents adopted the amendments noted above that became effective as a permanent rule on September 28, 2022.

Sections 200.7, 200.16, and 200.20 of the Regulations of the Commissioner of Education were amended, and became effective September 13, 2022, and December 12, 2022, as an emergency action for the preservation of the general welfare to permit approved special education providers to provide remote instruction in the 2022-2023 school year on days they would otherwise close due to an emergency and to count such instructional days towards 14 minimum requirements and to identify the ways in which such remote instruction may be delivered. These amendments relate to remote instruction and its delivery under emergency conditions for students in approved private schools for the education of students with disabilities, state-supported schools, state-operated schools, and approved preschool special education programs. These updated regulations now provide the same flexibility for remote instruction under

emergency conditions that was given to school districts. The effective date of the final rule was January 25, 2023.

REMOTE INSTRUCTION

The Commissioner's regulations define remote instruction as “instruction provided by an appropriately certified teacher, or in the case of a charter school an otherwise qualified teacher pursuant to Education Law §2854(3)(a-1), who is not in the same in-person physical location as the student(s) receiving the instruction, where there is regular and substantive daily interaction between the student and teacher.” For the purpose of this plan, remote instruction means the instruction occurring when the student and the instructor are in different locations due to the closure of one or more of the district's school buildings due to emergency conditions as determined by the Superintendent of Schools. Emergency conditions include, but are not limited to, extraordinary adverse weather conditions, impairment of heating facilities, insufficient water supply, prolonged disruption of electrical power, shortage of fuel, destruction of a school building, shortage of transportation vehicles, or a communicable disease outbreak, and the school district would otherwise close due to such an emergency.

Communication and Engagement

To help inform our Emergency Remote Instruction Plan, the district completes an annual Student Digital Resources data collection report to better understand the level of access students have to devices (e.g., laptop, Chromebook, cell phone) and the Internet. The survey is shared with parents annually. Parents are able to access the survey on our website and through the Parent Portal.

The purpose of this survey is to ensure that, to the extent possible, students can access the Internet and receive remote instruction, if necessary, under emergency conditions. This survey is conducted on an annual basis. Students and families may update their access information at any time by contacting the student’s school. It is our goal that this plan is aligned with the information provided by families in the Student Digital Resources data collection.

The district has also developed a plan for communicating all necessary information should a school or schools need to close. The district will use existing internal and external communications channels to notify staff, students, and families/caregivers about remote learning schedules with as much advance notice as possible. This communication will include information about how computing devices (e.g., computers, hot spots, etc.) are being disseminated to students and families who need them.

Parents will be informed by a robocall, email, text messages and postings on our social media pages. All of this information will be available in other languages if needed.

The district will provide students and their families with multiple ways to contact schools and teachers during remote learning, including email, phone numbers, messaging through online websites like Facebook, and Google Classroom.

UNSCHEDULED SCHOOL DELAYS AND EARLY RELEASES

Instructional hours that a school district scheduled but did not execute, either because of a delay to the start of a school day or an early release, due to emergency conditions, may still be considered as instructional hours for State aid purposes for up to two instructional hours per session day, provided the School Superintendent certifies such to NYSED, on the prescribed NYSED form, that an extraordinary condition existed on a previously scheduled session day and that school was in session on that day (NYSED Part 175.5).

The Emergency Remote Instruction Plan shall identify various ways in which instruction may be delivered, including synchronous and asynchronous instruction. In all situations, remote instruction requires regular and substantive teacher-student interaction with an appropriately certified teacher.

Synchronous instruction engages students in learning in the direct presence (remote or in-person) of a teacher in real time. During remote instruction, students and teachers attend together from different locations using technology. Asynchronous instruction is self-directed learning that students engage in learning without the direct presence (remote or in-person) of a teacher. Students access class materials during different hours and from different locations. During an emergency closing, synchronous instruction is the preferred method of instruction, whereas asynchronous instruction is considered supplementary instruction.

Device, Internet and Platform Access

To support remote learning, the district will make computer devices available to all students and families who need them.

<p>Policy and Procedure to ensure computing devices will be made available to students or other means by which students will participate in synchronous instruction.</p> <ul style="list-style-type: none"> ● How will the district ensure that all students have access to a computing device? ● How will the District disseminate computing devices to students? ● How will we communicate about the dissemination of devices? ● How will devices be serviced and/or replaced? ● If not using computing devices, how will students participate in synchronous instruction? 	<p>Remote Instruction “Snow Day”</p>	<p>Remote Instruction that goes beyond Five (5) days of Instruction</p>
<p>Elementary</p>	<ul style="list-style-type: none"> ● K-6 students will have emergency snow day packets or assignments to complete. ● Teachers will be available for help through Google Classroom and Google Meets. 	<ul style="list-style-type: none"> ● Students K-6 have devices in the building ● The district will send out mass communication, using our many platforms to disseminate information. ● A ChromeBook pick up will be schedule. ● Parents will drive through our parent loop and will be handed the device. ● Students that can not

		arrange a time to pick up the device, will have it delivered to them.
Secondary	<ul style="list-style-type: none"> • Students 7-12 bring chromebooks home daily. 	<ul style="list-style-type: none"> • Students 7-12 bring chromebooks home daily.

To the extent possible, the district will also support students and families with accessing the Internet at home. Where that is not possible, the district will work with community partners to secure Wi-Fi access points for students and families so that they may participate in remote learning.

<p>Policies and procedures to ensure students receive remote instruction under emergency conditions will access internet connectivity.</p> <ul style="list-style-type: none"> • How will the district determine the need for access to the internet in student's places of residence? • How will the district ensure that all students have access to the internet? • How will the district work with community organizations and local public species to ensure students have access to Wi-Fi access points? 	<p>Remote Instruction "Snow Day"</p> <ul style="list-style-type: none"> • 	<p>Remote Instruction that goes beyond Five (5) days of Instruction</p>
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Elementary	<ul style="list-style-type: none"> • Every year we conduct an at home technology survey. • Students that do not have wi-fi will be given a mi-fi device to ensure they can attend synchronous learning. • The district will also provide extended wi-fi in our parking lot in the even of a shutdown. 	<ul style="list-style-type: none"> • Every year we conduct an at home technology survey. • Students that do not have wi-fi will be given a mi-fi device to ensure they can attend synchronous learning. • The district will also provide extended wi-fi in our parking lot in the even of a shutdown.
Secondary	<ul style="list-style-type: none"> • Every year we conduct an at home technology survey. • Students that do not have wi-fi will be given a mi-fi device to ensure they can attend synchronous learning. • The district will also provide extended wi-fi in our parking lot in the even of a shutdown. 	<ul style="list-style-type: none"> • Every year we conduct an at home technology survey. • Students that do not have wi-fi will be given a mi-fi device to ensure they can attend synchronous learning. • The district will also provide extended wi-fi in our parking lot in the even of a shutdown.

There will be those students in our community for whom remote learning through digital technology is not appropriate or possible. For these students, the district will assess each student's individual needs and whether in-person learning is an option. Other methods that will be considered include instruction by phone and/or the delivery of hard-copy materials to the student's home.

A description of how instruction will occur for those students for whom remote instruction by	Remote Instruction "Snow Day"	Remote Instruction that goes beyond Five (5) days of Instruction
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digital technology is not available or appropriate.

- How will the district determine which students for whom remote instruction via digital technology is not appropriate.
- How will synchronous instruction be provided for those whom digital technology is not available or appropriate.

Elementary

Subject	Approx. Synchronous	Approx. Asynchronous
Reading	60 Minutes *May be broken up into whole group and small group times throughout the day	30 Minutes
Writing		
Phonics/Word Study		
Math	30 Minutes	30 Minutes
Science/Social Studies	2x/week 30 Minutes	15 minutes
Special Areas	20 Minutes	10 Minutes
Total Daily	110-140 Minutes/day	85 Minutes

Secondary

- The remote class schedule will mirror
- The remote class schedule will mirror

	the in-person schedule for that "letter" day.	the in-person schedule for that "letter" day.
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The district will also take steps to ensure that school staff members have the necessary tools, i.e., computing devices and Internet access, to deliver emergency remote instruction from their place of residence.

How will the district ensure that the staff has the necessary tools, including devices and Wi-Fi to deliver emergency remote instruction from their places of residence	Remote Instruction "Snow Day"	Remote Instruction that goes beyond Five (5) days of Instruction
Elementary	<ul style="list-style-type: none"> • The "Remote Instruction" plan will be discussed on opening day with the Faculty and Staff. • Any staff lacking the tools necessary to provide instruction from home will be provided with them (mi-fi, additional tech...etc) 	<ul style="list-style-type: none"> • The "Remote Instruction" plan will be discussed on opening day with the Faculty and Staff. • Any staff lacking the tools necessary to provide instruction from home will be provided with them (mi-fi, additional tech...etc)

Secondary	<ul style="list-style-type: none"> • The “Remote Instruction” plan will be discussed on opening day with the Faculty and Staff. • Any staff lacking the tools necessary to provide instruction from home will be provided with them (mi-fi, additional tech...etc) 	<ul style="list-style-type: none"> • The “Remote Instruction” plan will be discussed on opening day with the Faculty and Staff. • Any staff lacking the tools necessary to provide instruction from home will be provided with them (mi-fi, additional tech...etc)
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To ensure high-quality remote learning experiences, the district has standardized the use of a single online learning platform Google Classroom, to the extent possible, and developed a common, coordinated set of guidelines for teachers to follow when using the platform with students.

Teaching and Learning

Our district has developed an emergency remote instruction plan that would support all students. When a remote learning model is necessary, certain groups of students will be prioritized for in-person learning to the greatest extent possible, depending on the nature of the emergency. This includes, but is not limited to, special education students, English language learners, and students with technology or connectivity needs.

Acknowledging that the typical content in each grade level or course may need to be adjusted, content will be prioritized to ensure that students receive instruction for the prioritized learning standards, key understandings, and skills necessary for students’ success in future study.

Instruction will focus on “core” subject areas; however, elective courses will continue to be offered in a remote learning environment. All instruction will continue to be aligned to the New York State Learning Standards.

Virtual learning schedules have been developed by grade level. If an emergency requires the district to move to virtual learning, these schedules will be shared with students and families in accordance with the communication strategies outlined earlier in this plan. Students will be given opportunities to engage with teachers and classmates through live instruction, question and answer periods with teachers and group work (i.e., synchronous learning). Teachers will ensure that their students are

directly engaged with them and their class peers in experiential learning on a regular basis. Supplementing this time will be self-guided projects, readings and other age-appropriate assignments that can be completed by the students remotely (i.e., asynchronous learning).

<p>Expectations for school staff as the proportion of time spent in synchronous and asynchronous instructions?</p> <ul style="list-style-type: none"> • What portion of the school day should be spent on synchronous instruction. • What portion of the school day should be spent on asynchronous instruction 	<p>Remote Instruction "Snow Day"</p>	<p>Remote Instruction that goes beyond Five (5) days of Instruction</p>
<p>Elementary</p>		
<p>Subject</p>	<p>Approx. Synchronous</p>	<p>Approx. Asynchronous</p>
<p>Reading</p>	<p>60 Minutes *May be broken up into whole group and small group times throughout the day</p>	<p>30 Minutes</p>
<p>Writing</p>		
<p>Phonics/Word Study</p>		
<p>Math</p>	<p>30 Minutes</p>	<p>30 Minutes</p>
<p>Science/Social Studies</p>	<p>2x/week 30 Minutes</p>	<p>15 minutes</p>
<p>Special Areas</p>	<p>20 Minutes</p>	<p>10 Minutes</p>
<p>Total Daily</p>	<p>110-140 Minutes/day</p>	<p>85 Minutes</p>
<p>Secondary</p>	<ul style="list-style-type: none"> • The entire day will be synchronous 	<ul style="list-style-type: none"> • The entire day will be synchronous

Support Services

Based on the learning model we have developed, students with disabilities and/or an Individualized Education Plans will continue to receive support services in accordance with their individualized education plans (IEP) should remote learning become necessary. It is the expectation that all service providers (e.g., teachers, paraprofessionals, related service providers) will sign-on to the remote learning platform to support students as needed. This will include large classroom settings in the remote learning environment, as well as the use of breakout rooms or one-on-one virtual meetings as necessary.

The district will follow its existing engagement and communication protocols with parents regarding the provision of special education services for their child.

<p>Description of how special education and related services will be provided to students with disabilities and preschool students with disabilities in accordance with their individualized education plan.</p> <ul style="list-style-type: none">• How will the district ensure that special education and related services will be provided remotely.• How will the district coordinate with special education teachers, support staff and service providers to ensure each student is receiving required services.	<p>Remote Instruction "Snow Day"</p>	<p>Remote Instruction that goes beyond Five (5) days of Instruction</p>
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Elementary

- Consultant teachers are available to provide on-going support and to deliver IEP services.
- Special education classrooms shall collaborate regularly with co-teachers to provide differentiated virtual learning experiences for students on their caseload.
- Students are provided with prioritized standards-based lessons via Google Meet
- Students are directly provided with modifications and accommodations as per their IEP
- All differentiated assignments shall be compliant with NYS guidelines and the student's IEP
- Accommodations shall be provided through the student's 504 plans
- Special Education teachers shall attend professional learning communities, grade level meetings, and department meetings to discuss continuity of instruction, struggling students, and learning activities
- Students are provided with daily synchronous

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	instruction via Google Meet	instruction via Google Meet
Secondary	<ul style="list-style-type: none"> ● Consultant teachers are available to provide on-going support and to deliver IEP services. ● Special education classrooms shall collaborate regularly with co-teachers to provide differentiated virtual learning experiences for students on their caseload. ● Students are provided with prioritized standards-based lessons via Google Meet ● Students are directly provided with modifications and accommodations as per their IEP ● All differentiated assignments shall be compliant with NYS guidelines and the student's IEP ● Accommodations shall be provided through the student's 504 plans ● Special Education teachers shall attend professional learning communities, grade level meetings, and department meetings to discuss continuity of instruction, struggling students, and learning activities 	<ul style="list-style-type: none"> ● Consultant teachers are available to provide on-going support and to deliver IEP services. ● Special education classrooms shall collaborate regularly with co-teachers to provide differentiated virtual learning experiences for students on their caseload. ● Students are provided with prioritized standards-based lessons via Google Meet ● Students are directly provided with modifications and accommodations as per their IEP ● All differentiated assignments shall be compliant with NYS guidelines and the student's IEP ● Accommodations shall be provided through the student's 504 plans ● Special Education teachers shall attend professional learning communities, grade level meetings, and department meetings to discuss continuity of instruction, struggling students, and learning activities

	<ul style="list-style-type: none"> • Students are provided with daily synchronous instruction via Google Meet 	<ul style="list-style-type: none"> • Students are provided with daily synchronous instruction via Google Meet
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Funding Requirements

Pursuant to Section 175.5 of Education Law the school district may decide to transition to remote instruction in the event emergency conditions dictate the closure of the PreK through Grade 12 facilities. Under the provisions of New York State Education Law and the District Emergency Remote Instruction Plan any instruction sessions provided during the closure of the school facilities are counted towards annual hour requirements for meeting 180 days required for State financial aid.

Annual Hourly Requirements for the purpose of apportionment of State Aid (for districts receiving foundation aid) are noted below:

- 450 instructional hours for pupils in half-day kindergarten
- 900 instructional hours for pupils in full-day kindergarten and grades one through six
- 990 instructional hours for pupils in grades seven through twelve

The district estimates the number of instructional hours it intends to claim for State aid purposes for each day spent in remote instruction due to emergency conditions from a minimum of 1 remote instruction day due to emergency conditions, up to the full year's annual hourly requirement.

Aide will be claimed based on the nature and severity of the emergency that required the district to go remote. The exact time cannot be calculated before the actual emergency condition.