



Elizabeth Seton
Children's School

Reimagine School Targeted Plan*

White Plains Campus White Plains, New York

August 21, 2020

*Refer to the Reimagine School document for the full reopening plan



Elizabeth
Seton
Children's

Where inspired care creates possibilities

Mission Statement

“Creating possibilities for children with medical complexities and their families, inspired by the love of St. Elizabeth Seton.”

Vision Statement

“Pursuing leadership and excellence by advancing innovative, loving care with transformational outcomes for children with medical complexities and their families.”

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SCHOOL INFORMATION

Agency Name: John A. Coleman School

DBA: Elizabeth Seton Children's School

BEDS Code: 662600996417

Administrative Address: 300 Corporate Boulevard South, Yonkers, NY 10701

Program Site Address: 317 North Street White Plains, New York 10605

Program(s) provided at this site:

- 4410 (Preschool Special Education)
 - Special Class
 - Special Class in an Integrated Setting
 - Multi-Disciplinary Evaluations
- 853 (School Age Special Education)

Contact Person: Jennifer Geskie, Principal

Contact Phone Number: (914) 597-4098

Contact Email Address: jgeskie@setonchildrens.org

Website where Reimagine School Plan in entirety and plan updates are posted:
setonchildrens.org/covid-19

PURPOSE

Pursuant to the Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools during the COVID-19 Public Health Emergency, we are required to publish a separate document that highlights the following components of our reopening plan:

- Remote Learning
- Testing
- Contact Tracing

All employees, families and community stakeholders are encouraged to maintain an open dialogue with the organization. Questions, concerns or suggestions related to this addendum should be directed to our School Response Team:

- Maureen Tomkiel, Executive Director
914-597-4054
mtomkiel@setonchildrens.org
- Jennifer Geskie, Principal
914-597-4098
jgeskie@setonchildrens.org
- Jean Maya, School Nurse Coordinator
914-597-4099
jmaya@setonchildrens.org

REMOTE LEARNING

Explain how the Responsible Party will accomplish remote learning, especially considering closing inequity gaps. This must include details outlining the numbers of students, mode of remote learning, asynchronous and synchronous learning opportunities, internet and device access among students, and alternatives available for students who have neither a device nor consistent access.

Transitioning to a remote instructional model may be necessary as per Executive Order of the Governor and/or directive from the Department of Health to address the health and safety concerns of our medically complex student population.

Students at Elizabeth Seton Children's School White Plains location have complex medical conditions and intensive educational needs. The children are community based from over 35 school districts in Westchester, Bronx and Putnam counties. September 2020 enrollment includes 8 School Age students (853 program) and 86 students scheduled for our preschool (4410) programs. Based on the results of a July 2020 parent survey we will provide a blended model of in-person and remote services to 70% of the students and 30% will receive all educational services through distance learning.

Educational equity is at the core of the Elizabeth Seton Children's School reopening plan, ensuring that every child is offered the highest quality of educational opportunities, services, and supports that provide effective instruction aligned with New York State Learning Standards, regardless of the instructional model. In-person and home based (remote) learning are offered in nurturing environments where each child has full access to learning for long term academic achievement, independence and social emotional well-being. This will be accomplished by:

- Engaging all stakeholders in planning.
- Keeping the best interest of all students, staff and families at the forefront through shared and participatory decision-making.
- Affirming decisions that reflect equal treatment and rights for everyone in the learning community.
- Ensuring decisions are culturally and racially responsive through use of equitable and results-proven strategies.
- Informing all stakeholders of ongoing measures of accountability.

Inclusive Instructional Practices

All in-person classes and remote instructional services provided by Elizabeth Seton Children's School are led by New York State certified teachers. Each cohort of children will include seven children in-person and three distance learning students. The teaching

team also includes at least one New York State certified teacher assistant and a teacher aide. Certified teachers are responsible for designing IEP-driven instructional plans aligned with current best practices and implementing lessons in a differentiated manner which provides multiple pathways for learning for students whether in-person and on distance learning plans.

Modifications to ensure educational equity in remote instruction include:

- Use of virtual platforms for synchronous instructional activities.
- Live-stream group learning activities occurring in the classroom to students on remote learning via a virtual platform (e.g. Zoom or WebEx).
- Asynchronous learning will be provided through educational videos and video recordings made by staff that are related to the curricular theme in the Unique Learning System and posted on Seesaw.
- Every child receiving 100% remote instruction will have up to four individual sessions weekly provided by the classroom teacher so there is continuity of learning between in-person and remote curricula.
- Teachers will act as collaborative coaches for teacher assistants, aides, and families in supporting students' ability to access instruction and to monitor their progress. Team members from the child's classroom cohort will schedule one-on-one or small group virtual sessions with child / family.
- Follow-up home learning activities will be posted on Seesaw for Schools daily to engage in meaningful asynchronous feedback loops with families.
- Full access to classroom activities such as music enrichment and APE (school age) will be offered to remote learners through a virtual platform at the same frequency provided to the in-person students.
- Using data from parent survey identifying family needs for technology to:
 - Ensure equity in offering instructional materials to children on distance learning by lending school owned iPads and communication devices specified on their IEPs to address their unique instructional needs and provide access to the general education curriculum.
 - Distribute individually designed learning kits based on curriculum activities to all children on distance learning.

TESTING

The Responsible Party's testing protocol and procedures. The plan needs to include where the testing will take place and who will be providing the testing and what circumstances the testing will occur, and describe how the district will work with local departments of health.

Employees of the Elizabeth Seton Children's School's White Plains campus work in a community school- based setting with children who reside at home with their parents and/or legal guardians who are responsible for their healthcare. While we are not a medical healthcare facility and do not have onsite testing, any instance that warrants referral for further assessment / COVID-19 testing based on our screening protocols for an employee or student will be addressed by our nursing coordinator and the Director of Infection Prevention and Occupational Health at the Elizabeth Seton Children's Center in Yonkers.

Elizabeth Seton Children's School will implement the following practices to conduct daily mandated health screening.

Employee Health Screening

Employees must stay home when sick or exhibiting signs of illness. Employees are responsible for exercising vigilance in monitoring symptoms and must take responsibility for disclosing symptoms to the school nurse.

In accordance with the Office of Children and Family Services, all employees must sign a one-time self-screening attestation. These signed forms are stored in the school nursing office.

Prior to entering the work space each day, employees must participate in health screenings. Screening will include a temperature check and questionnaire. Employees must sign a daily attestation indicating they are symptom free and have not:

- Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has symptoms of COVID-19;
- Tested positive for COVID-19 in the past 14 days; and/or
- Experienced any symptoms of COVID-19 in the past 14 days (based on the CDC's most current guidance on "Symptoms of Coronavirus");
- Traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.

Any employee who exhibits symptoms or screens positive will be sent home immediately with instructions to contact their healthcare provider for further assessment and/or testing.

Employees are required to disclose the outcome of assessment to school nurse. If an employee tests positive for COVID-19, the school will notify NYS and Westchester County Departments of Health (DOH) and the Elizabeth Seton Children's Center (ESCC) Infection Prevention Team. Employee is directed to follow 14 day isolation period and will not be permitted to return to work until they receive at least one negative test result, and are free of fever and respiratory symptoms for at least 72 hours. Employees will follow return to work criteria as set by the CDC, state and local health departments, and ESCC Infection Prevention/Employee Health.

The Infection Prevention Department of ESCC will call the employee and initiate a contact tracing investigation and symptom screening.

Student Health Screening

Students must stay home when sick or exhibiting signs of illness. Families are responsible for exercising vigilance in monitoring their own and their child's symptoms and must take responsibility for disclosing symptoms to the school nurse.

In accordance with the Office of Children and Family Services, all families must sign a one-time self-screening attestation before their child begins in-person instruction.

Prior to entering the school, all children must participate in health screenings. Screening will include a temperature check and questionnaire indicating the child is symptom free and has not:

- Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has symptoms of COVID-19;
- Tested positive for COVID-19 in the past 14 days; and/or
- Experienced any symptoms of COVID-19 in the past 14 days (based on the CDC's most current guidance on "Symptoms of Coronavirus");
- Traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.

Parent Drop-Off

Parents transporting their children to school will be given an arrival time and instructed to drive up to the school entrance. School nurse will conduct a health assessment of the student and occupants of the vehicle, including temperature checks. All occupants of the vehicle over the age two must wear masks during the arrival and screening process.

Any student who screens positive for or exhibits symptoms of COVID-19 will not be allowed to enter the building. The parent will be directed to take the child home and instructed to contact their healthcare provider for further assessment and/or testing as deemed necessary. Parents are required to disclose the outcome of assessment to school nurse. If a child is tested and test results are positive for COVID-19, the school will

notify NYS and Westchester County Departments of Health and ESCC Infection Prevention.

Bus Arrival

Wearing a mask, school nurse/designee will conduct screening, including temperature check and verify family completion of daily health screening questionnaire. School nurse will maintain a record of screenings. Based on results of the screening/questionnaire, school nurse will immediately will bring child to isolation area located in nursing office to mitigate any additional exposure. Nurse will contact parents to pick up child and instruct parent to inform their healthcare provider for assessment and/or testing as deemed necessary. Parents are required to disclose the outcome of assessment to school nurse. If a child is tested and test results are positive for COVID-19, the school will notify NYS and Westchester County Departments of Health and ESCC Infection Prevention.

CONTACT TRACING

Provide details about how each school will work with, support, and supplement the contact tracing efforts of their local health department. Plans must include protocols for symptomatic individuals and positive cases in school, and proximate contacts; and a determination for how students and or staff need to be tested to adequately isolate and mitigate additional exposure to COVID-19. The plan must also specify the roles will the Responsible Party's staff will perform and who among the staff will perform these tests.

At the Elizabeth Seton Children's School, a log is maintained by the school nurse coordinator of every person, including employees, parents/guardians, children, and any essential visitors who may have close or proximate contact with other individuals at the school. This log excludes deliveries that are performed with appropriate PPE or through contactless means. Log contains contact information, such that all contacts may be identified, traced, and notified in the event an employee, parent/guardian, child or visitor is diagnosed with COVID-19. The following methods are used:

- ADP sign in for employees
- Daily attendance sheets for children
- Children's emergency contact forms
- Visitor log at security desk
- Video surveillance cameras

The School Response Team (executive director, school nurse coordinator and principal) will actively cooperate with the state and local health departments and the Elizabeth Seton Children's Center Infection Prevention Department to trace all contacts in the workplace. State and local health departments, transportation providers as deemed necessary, will be notified of all individuals who entered the site dating back to 48 hours before the employee, parent/guardian, or child first began experiencing COVID-19 symptoms or tested positive, whichever is earlier. Confidentiality will be maintained as required by federal and state law and regulations.

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PUBLIC MEETINGS

Between August 7 and August 21, 2020, every school district and/or school is required to host at least three public meetings with parents, community members and stakeholders to address and discuss potential concerns and/or outstanding questions regarding school reopening plans. The largest five school districts in the State are required to host at least five public meetings.

Between August 7 and August 21, 2020, every school district and/or school is also required to host one additional meeting whose attendees are limited to teachers and staff of such institution to address and discuss potential concerns and/or outstanding questions regarding school reopening plans.

Meetings can be held in an online and/or telephone town hall format. Participants must be given multiple options to ask questions, and provided on-going opportunity for the submission of community questions (i.e., dedicated and monitored email address) in addition to these forums.

The Elizabeth Seton Children’s School held informational question and answer sessions for staff via Zoom platform as follows:

- July 27, 2020
- August 4, 2020
- August 10, 202

Town hall informational question and answer sessions were held with families via Zoom platform as follows:

- August 11, 2020
- August 12, 2020
- August 13, 2020

Family members and employees are encouraged to maintain an open dialogue with the organization and can send questions, concerns or suggestions related to COVID-19 to our COVID-19 email address at COVID19questions@setonchildrens.org.