



Storefront Academy Charter Schools Return to School Plan School Year 2020-2021

C.E.O- Dr. Nicole Garcia

SCHOOLS:

HARLEM
70 EAST 129TH STREET
NEW YORK, NY 10035

SOUTH BRONX
609 JACKSON AVE
BRONX, NY 10455

Executive Summary

This Storefront Academy Reopening Plan aims to define clear guidance for how we will open our doors, physically and virtually, that is aligned with the regulations developed by the CDC and state authorities. Our first commitment is to the staff, students and families we serve. **Our priority must be keeping them safe.**

The areas outlined in this plan represent major considerations our schools are addressing to reopen safely and to sustain their reopening. Each department has taken the safety of both staff and our learners into consideration.

Of course, as with every plan right now, this document is fluid and will change as necessary based on guidance from the state, CDC, and considerations to our families and our staff. We obviously don't want to have a COVID-19 case at one of our schools in the fall but it could, and we will be ready to act if and when it happens.

Our return to school will occur with two options, all remote and blended (on site and remote)

It is important that all parents and staff understand and be prepared to comply with the information shared in this document.

Sincerely,

Dr. Nicole Garcia

CEO

QUESTIONS or CONCERNS? Please contact a Return to School Task Force member(s):

Return to Work Task Force

Name/Position	Email
Nidia Evangelista - Director of Operations	nevangelista@cstorefront.org
Maria Ruiz - E.A to CEO	maruiz@cstorefront.org
Taleema Chesney - Harlem Principal	tchesney@cstorefront.org
Carol Singletary - South Bronx Principal	csingletary@cstorefront.org

Guiding Principles for Reopening

Storefront Academy Charter Schools has identified five principles to guide all planning for school reopening.

1. Ensure safe learning and working environments for students and staff.
2. Maximize family choice in student learning format, offering two options for instruction:
 - a. Full-time online instruction; or
 - b. In-person instruction with social distancing in SACS school buildings.
3. Ensure all students receive instruction that meets state and federal standards and have the necessary supports for success, including:
 - a. Access to technology and connectivity
 - b. Social-emotional wellness and health supports
 - c. Additional support to meet the needs of special populations.
4. Provide training, time, support, and flexibility necessary for staff to prepare for successful reopening.
5. Provide proactive, clear communication (with translations) to all families and staff

PLANS AT A GLANCE

1. Focus on Safety in the Building
2. All the Supports from Our Virtual School and More
3. Building Relationships & Attendance
4. How Can I Get More Information?
5. What May Change?



<p>Focus on Safety in the Building</p> <ul style="list-style-type: none"> • Health checks: The school will monitor temperatures of all persons entering the building, • Social distancing: Classroom groups will be small, in accordance with CDC guidelines; movement and visitors in the building will be restricted • Building modifications: The school will work with the custodial staff to sanitize regularly, the night staff to clean daily, and provide hand washing and sanitizing resources. 	<p>All the Supports from Our Virtual School and More</p> <ul style="list-style-type: none"> • Daily live instruction: will begin with Morning Meeting with scholars in uniform. • The school’s full academic program: replicated to the extent possible in the remote setting. • Technology and connectivity support to the extent possible to ensure 100% of students can access our online learning platform. • Regular outreach from school staff to check in on families, communicate the importance of attendance, and offer support. • Continued flow of information from our staff on the state of the virus and happenings at the school.
<p>Building Relationships & Attendance</p> <ul style="list-style-type: none"> • The first day of school is Tuesday, September 8. • Mandatory Parent Orientation for ALL parents • We expect 95% attendance, regardless of whether your child is on campus or learning at home. 	<p>How Can I Get More Information?</p> <ul style="list-style-type: none"> • Look out for our Family Updates in your email. • Text messages via Remind app, please accept the messages • You can also contact the school Harlem (646) 328-9730 South Bronx (646) 758-7201

What May Change?

- It is possible that the school will move to an all remote learning status, as we experienced in the spring, given the following considerations:
- In the first week of August, Governor Cuomo will confirm that New York City has entered Phase IV of our recovery plan. We cannot provide onsite instruction in September unless the city enters this phase
- If the infection rate rises to a high level even after we enter Phase IV, we will need to snap back to fully remote learning and shut down the building.
- The governor will monitor the statewide and city infection rates and make ongoing determinations about whether buildings are safe for school use.

Social Distancing

It is our goal that as we reopen schools and welcome children into a new year of learning, that we mitigate the health concerns with which we are faced, and focus on providing high-quality instruction and engagement for every student despite the circumstances.

While in theory social distancing is antithetical to modern educational practices, it is perhaps one of our most important tools in reducing the spread of COVID-19 and it will be included in each aspect of campus life.

Classroom structure

- Every classroom will be designed to maximize space and distance between each student. Classroom furniture will be rearranged to provide additional space. Administrators will preview and approve classroom designs prior to the start of school, and throughout the school year as adjustments are required.
- Students will be encouraged to take hand-washing breaks throughout the day, in addition to washing hands before and after eating, as well as before sharing materials. Hand sanitizer will be in each classroom.
- Teachers will minimize the use of shared items in the classroom, including learning tools, pencils, and other items shared in a group setting. In all instructional models, students will be provided with materials to avoid the sharing of items.
- NO backpacks will be allowed on any of the campuses. School supplies will be provided to all students



Sample Daily Schedule

Students will be divided into two cohorts; each cohort will have two groups, A & B are hybrid learners (2 days in school & 3 days remote), and AR & BR are remote learners.

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
K-5	Group A In School	Group A In School	Group B In School	Group B In School	School-wide Remote Learning 9:00a-Huddle 9:30a-12:00p Small Groups 1:00-4:00p Staff P.D & Planning
K-5	Group AR Remote	Group AR Remote	Group BR Remote	Group BR Remote	
K-5	Groups B-BR Remote	Group B-BR Remote	Group A-AR Remote	Group A-AR Remote	

Daily Schedule

Time Slot	In School Learning	Real Time Remote Learning Day ¹	Remote Learning Day ²
7:30-8:05am ³	Arrivals / Breakfast		
8:10-8:30a	Morning Meeting	Morning Meeting	
8:30-10:30a	Literacy Block	Literacy Block	9:00-10:00a Opening Huddle VCT
10:30-11:15a	Specials	Specials	10:00-11:00a Literacy Work <ul style="list-style-type: none"> • Independent Reading • Writing • Targeted Reading 11:00-12:00p Lunch/Recess
11:15-12:15p	Lunch/Recess	Lunch/Recess	
12:15-12:30p	Mindfulness & Meditation Moment	Mindfulness & Meditation Moment	12:00-1:00p Math Work <ul style="list-style-type: none"> • Independent Practice



			<ul style="list-style-type: none"> • Math Journal • Math Vocabulary
12:30-2:00p	Math Block	Math Block	1:00-2:00p Exact Path Work <ul style="list-style-type: none"> • Literacy- 30 minutes • Math- 30 minutes
2:00-2:45p	Science/Social Studies	Science/Social Studies	2:00-3:00p Closing Huddle VCT
2:45-3:15p	Exact Path/Independent Projects	Exact Path/Independent Projects	
3:15-3:45p	Dismissal		

---Storefront Academy Learning Design---

In-School and Remote Learning

We will be modifying our curriculum to meet the needs of the students to continue remote learning sessions alongside in school learning. In the event that students are moved to remote learning only, we are prepared to move the curriculum to a digital platform. Students will alternate between in-school learning for two (2) days and remote learning for three (3) days. Parents can choose to have their students only learn remotely.

- Students will still receive full instruction on the days they are learning via remote.
- Students will utilize our digital tools such as Iready, class dojo, google classroom, zoom, and google meets.

Academic Support

Students with Individualized Education Plan (I.E.P) will still receive all academic services either in person or by remote learning depending on the type of service. We have an intervention team that will provide additional support to students, such as English Language Learners (ELL), via in-school and remote sessions to help students achieve academic success.

For families choosing eLearning, the IEP team will meet to ensure that the online program is individualized for each student in the eLearning environment. Special education and related services as identified in the IEP during eLearning may be provided in a variety of ways including the use of telephone calls, instructional support

materials, internet based or virtual lessons and/or virtual therapies, and other available distance-based learning approaches.

Our school will take the following actions to ensure the needs of students are addressed:

- Administrators will review students' baseline data in order to determine the present level and learning gaps.
- Educators will review the student's progression toward IEP goals and objectives.
- Additional certified counselor onboarded for the 2020- 21 SY in addition to the existing counseling team
- Teachers will attend trauma training to be able to identify students emotional needs and experiencing psychological distress
- A parent coordinator has been hired and available to all parents for support and resources
- Determine any need for additional supports or services to remediate gaps
- Ensure delivery of services and supports through extended learning opportunities as necessary.
- Progress monitoring assessments may be conducted utilizing diagnostic assessments and curriculum-based measures.
- Schedule and hold all meetings and complete all evaluations that were postponed due to requirements of social distancing for in-person meetings.
- Provide ongoing communication and collaboration with parents.
- Hold IEP team meetings, including parents and all appropriate IEP team members to conduct annual reviews, revisions, and eligibility staffing. These may take place utilizing Zoom or telephone conference calls. Teams may meet in-person if CDC guidelines allow.

After School Support

We will not have after school tutoring in the school building. This will be done remotely via our afterschool program called Springboard.

Social and Emotional Learning Support

The pandemic and social unrest have placed a strain on the emotional well being of all students and placed a wedge in daily routines; to help alleviate this we will have training for teachers to help them recognize signs of psychological trouble or emotional disturbances. Morning meetings will include a mental wellness check in which will provide teachers with information to help support students. Counselors will be checking in with students remotely and in the school buildings to provide additional emotional support.

Specials and S.T.E.A.M Programs

Storefront Academy established a new rigorous science program that will help students explore the world around them using everyday items that students interact with on a daily basis. This program will provide students with the knowledge needed to be competitive in the changing world in the STEAM fields. Specials will be offered in school; some programs include Visual Arts, Performing Arts, Technology, and Spanish, depending on the campus.

---What Returning to School Will Look Like---

Students and staff will return to campuses with increased health and safety measures in order to combat the effects of COVID-19 in our schools.

---Strategy to Reopening of Schools---

Our schools held biweekly Zoom meetings to keep parents and families in our quest to develop better remote learning experiences and to keep them informed of models for learners in the fall.

Parents made it clear through our School Reopening Survey that they want choices and flexibility as our community continues to fight against COVID-19. This survey was electronically delivered to all families electronically and data was captured via Google



Form. Parents were asked their level of comfort in sending their learners back to school, as well as interest in virtual learning options.

Parents were split down the middle in our School Reopening Survey, with a little over half indicating they would be comfortable sending students back to traditional face-to-face instruction in the fall. Parents were also offered the opportunity to go to all remote if not comfortable with the initial decision in class.

We also surveyed all staff and held mandatory Zoom meetings to share updates.

Face Coverings

Face coverings will be required based upon the best available data and input from local health authorities, CDC guidelines. Students and staff will be required to wear masks upon entry and expected to wear them while on campus.

We will provide the Speech provider and students with special masks to facilitate mandated sessions.

Social Distancing

Students will practice social distancing from the arrival on campus through departure. Breakfasts and Lunch will be available, and where possible eaten in classrooms in order to deter students from congregating in the lunchroom. Staggered release schedules may be utilized in an effort to decrease crowding.

Additional Hand Sanitation and Water Stations

Each classroom will be outfitted with additional sanitation stations with a variety of supplies to encourage proper cleaning practices. Each station will include gloves and disinfectant wipes for spot cleaning, along with hand sanitizer. Students and staff will work together to ensure everyone is contributing to a healthy environment during instructional hours.

We will also be adding water stations to each floor, in the absence of any water fountains. This will facilitate ALL classrooms with water throughout the day.

Mass Gatherings

For the safety of staff and students on campus, pep rallies, assemblies and other large gatherings will not be permitted until further notice.

After School will be offered and moved to a virtual setting until further notice.

Closure Triggers and Next Steps

- ALL scholar and staff medical information will remain private.
- All scholars and staff will have their temperature checked using non-contact thermometers upon entry into the building. Any scholar or staff member with a temperature above 100.0 degrees will be restricted from accessing classrooms and sent home.
- Each campus will have an isolation room for scholars who cannot be picked up immediately.
- Scholars and staff who test positive for COVID-19 will be asked to stay home for a period of at least 14 days, and be tested for COVID-19 as soon as possible.
- If a scholar or staff member tests positive, Storefront staff will implement a normed communication protocol that will:
 - Communicate cases to the Department of Health and ensure that they can take appropriate contact tracing measures.
 - Inform relevant stakeholders, while taking measures to protect the privacy of scholars and staff members.
 - Close a specific batch of scholars for 14 days.
- If another person in the same residence as the scholar or staff member is diagnosed with COVID-19, that scholar or staff member should not attend school in-person.
- If someone is contacted via contact tracing and told that they have been in contact with someone who has tested positive and is told to quarantine, they should do so.

---School Operations---

Arrival/Dismissal

Safety is the number one concern of our school as we prepare for the new year. We will require mask & temperature checks upon entry to the buildings and will be enforcing social distancing guidelines. Students that have a temperature of 100.0 °F will not be allowed to enter the building or return to the classroom; parents are required to remove students that display a high temperature.

Both arrivals and dismissal will be staggered with a 15-20min window to limit the number of students entering at a given time.

Availability of Safe Transportation

SASC will rely on NYCDOE Pupil Transportation to ensure that school bus companies and personnel follow all appropriate guidelines for safety. Those families relying on NYC public transportation will be provided with full information and guidance for using public buses, subways, and taxis according to NYCDOH rules.

Protocols and procedures for school bus cleanings

SASC will rely on NYCDOE Pupil Transportation to ensure that school bus companies and personnel follow all appropriate guidelines for cleanliness and disinfection. Any school buses contracted directly by charter schools will meet the same guidelines as provided by NYCDOH.

Food Service

Charter School will rely on NYCDOE SchoolFood to ensure that service personnel follow all appropriate guidelines for safety as recommended by the NYCDOH. The school will train school staff as needed to reinforce the protocols adopted by food service and custodial personnel to ensure healthy, safe meals and the least disruption to the instructional day.

Testing Protocols

SACS will consult with our assigned NYCDOH nurse to determine which staff and students presenting symptoms should be referred for COVID-19 tests. COVID-19

testing is available across New York City and unless determined otherwise by NYCDOH, students and staff will continue to use their own doctors or clinics/hospitals of their choice.

Cohort Groups

“Batching”

As per CDC recommendations, we will be keeping students in one classroom for the day, keeping students with one cohort of students for all activities, eating lunch at desks, etc.

We will operate at 35% capacity for in school learning. Students will be kept together in designated groups on the days they are scheduled to enter the building; this is to reduce the chance of cross contamination. Social distancing guidelines will be followed in the classroom.

Plan to be implemented:

SACS will use strategies to minimize mixing between groups whenever possible

- Teachers will maintain their small groups in their classrooms.
- Specials (movement, technology, and music classes) will be held in class.
- Students will eat meals in classrooms whenever possible.
- No backpacks will be allowed.
- Water stations will be added on each floor.
- Hand sanitizer stations will be in each classroom.
- SACS will limit volunteers and visitors to the building.
- Specific practices will be customized for each school and include designating building entrances, mapping traffic patterns through the school, and scheduling student and staff groupings to be as static as possible.

Parent/Guardian Meetings

Parents/guardians will be restricted to the main office and will not be allowed in the building. Medical items for students should be given to the main office during arrival. Parents are required to contact the main office to schedule a digital meeting. Parent-Teacher Conferences will be done digitally.

Ongoing Monitoring Practices

SACS will regularly communicate and monitor developments with local health department authorities regarding cases, exposures, hospitalizations, and any other relevant metrics that may require a change in school operations.

In the event of an elevated number of cases in local health data or in the event of presumed or confirmed cases directly impacting schools we will follow government orders and guidance. This could include short-term closure for one or more of our schools until health officials deem it safe to reopen.

Hygiene

We will enforce strict hygienic guidelines for both staff and students. Hand washing is mandatory when using the bathroom and should last no less than 20 seconds. Hand Sanitizers will be administered throughout the school day especially before and after meals.

Cleaning

Classroom teachers will monitor and sanitize frequently touched surfaces when in the school building. Operations staff will provide continuous cleaning of stairwells, doors, bathrooms, etc. There will be a separate cleaning company that will come into the building for a deep clean of the building at night; school electronics will be sanitized during this process.

---Health and Wellness Processes---

- All employees will be required to sign in with a designated staff member every day for temperature checks upon arrival. The school will develop a protocol for staff who exhibit symptoms of COVID-19.
- Students shall be self-screened at home with parents or guardians to ensure the absence of symptoms. Teachers and staff will evaluate students throughout the day, including asking students how they are feeling and observing general wellness.
- Before entering a school or district building, you should assess your wellness with the following questions:



Have you experienced any of these symptoms, not associated with previously diagnosed conditions, in the past 72 hours:

- Fever greater than 100.0 F/chills
- Cough/shortness of breath
- New loss of taste or smell
- Nausea/vomiting/diarrhea

In the last 14 days, have you:

- Been in close contact with anyone who has been diagnosed with COVID-19
- Been placed on quarantine for possible contact with COVID-19
- Traveled abroad to an area of the country where it is recommended that you self-quarantine
- Have a COVID-19 test pending
-

Designated Isolation Room

There will be two separate rooms for students with basic first aid situations, and students exhibiting symptoms of COVID-19. Students exhibiting possible COVID-19 symptoms will be isolated from others within the isolation room. The parent or guardian must pick up the student within 2 hours of being contacted.