

PHASE
III PARENT
FORUM

APRIL 22, 2021

**PHASE III: Starting
Monday
April 26th**



How many students are returning?

Grade Level	5-days/week	Cohort A	Cohort B	Virtual	TOTAL
5	0	29	27	45	101
6	0	28	34	39	101
7	3	42	38	32	115
8	1	41	40	37	119
9	13	42	39	39	133
10	11	36	35	20	102
11	9	27	30	55	121
12	27	2	2	70	101
TOTAL	64	247	245	337	893

Cohort Assignment Letters were mailed last week Thursday and Monday:

- ***Cohort Assignment***
- ***Supply List***
- ***COVID-19 Random Testing Consent ****
- ***COVID-19 Daily Screener QR Code***
- ***Student Information Sheet (if updates are needed) ****

Cohort Groupings: Assignments

- To provide for COVID 19 protocols, cohorts were scheduled as follows:
 - **Cohort A** will attend on **Mondays and Tuesdays**; **Cohort B** will attend on **Thursdays and Fridays**.
 - Cohorts were based on last names: **Cohort A (A-L)**, **Cohort B (M-Z)**, with a few exceptions, scheduling students in the same cohort as other buildings that previously phased in.
- Students in need of academic or social-emotional support, autistic students and NYSAA students were given the option to return 5 days a week.

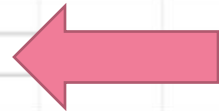
Cohort Groupings: Classroom Capacity

- **As of April 26**, classroom capacity will shift to **6ft vs. 8ft spacing** currently used. As a result, most students will fit into 1 classroom. Overflow rooms will not be necessary.

CPS room inventory

Room #	Room typology category	Verified Usage 2020	Recapturable current use	Area (sf)	Capacity base	Capacity recapture	Notes	
101	Instructional Support	Mail Room	Null	120	0	4		
103	General Classroom	Alumni	Other	770	0	24	24	
104	General Classroom	Classroom 5th Grade	Null	770	24	Null	24	
105	General Classroom	Vocal Music Classroom	Null	770	24	Null	24	
107	Music Room	Music Classroom	Null	770	24	0	24	
107A	Music Room	Music Classroom	Null	770	24	0	24	
109	General Classroom	Reading	Instructional Su..	770	0	24	24	
111	Auditorium	Auditorium	Null	Null	0	Null		
112	General Classroom	Study/Testing	Other	770	0	24	24	
114	SPED Room	Special Education 6:1:1	Null	770	6	Null	SPED: 24>6	
115	General Classroom	Classroom 5th Grade (SE ..	Null	770	24	Null	24	
116	Instructional Support	Parent	Null	350	0	11		
117	General Classroom	Classroom 5th Grade	Null	770	24	Null	24	
118	SPED Room	Special Education 8:1:1	Null	770	8	Null	SPED: 24>8	
119	General Classroom	Classroom 5th Grade	Null	770	24	Null	24	
121	General Classroom	Special Education 8:1:1	Null	770	8	Null	SPED: 24>8	
125	Cafeteria	Cafeteria	Null	6,920	0	218	218	
129	Instructional Support	Pool	Null	4,002	0	30	30	

Capacity recapture
Capacity base



Classroom Capacity

- Based only on square footage of the room
- Does not account for additional furniture in the room: bookshelves, multiple teacher desks, etc.

Example: Grade 8 has the most students returning...

- 69% of students returning to the building:
 - The maximum # of students in any class is 14.

Providing a SAFE Environment @ Olmsted #156

To maintain a safe and orderly environment at Olmsted 156:

- All faculty, staff, and students will complete a health screening survey prior to entering the building.
 - QR Codes were sent home in the Cohort Assignment Letter.
 - QR Codes will be given to Grade 5 and 6 students.
 - QR Codes will be available at each student and staff entrance.
 - Students will be able to complete the online survey in HR, if needed.
- No visitors will be allowed in the building at this time. We will continue with virtual meetings.
- Everyone in the building must wear a mask and observe all social distancing protocols.
- Signage is clearly posted throughout the building communicating all expectations.

Wash YOUR HANDS!



Safety Starts With YOU!

Get with the



#MaskUp

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Cover Coughs and Sneezes

Stop the spread of germs that can make you and others sick!



Cover your mouth and nose with a **tissue** when you sneeze or cough.



If you don't have a tissue, use your **elbow**.



Wash hands often, **especially** after coughing or sneezing.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Appropriate Mask-Wearing

WEAR IT CORRECTLY

TO PROTECT YOURSELF AND OTHERS



Completely cover the nose and mouth with the face covering.

Be sure it fits snugly against the side of the face.



Nose & mouth are not covered.



Nose is not covered.



Mask is too loose.



ORANGE COUNTY
HEALTH DEPARTMENT

Mask-Wearing

MASKS **must** be worn at all times.

What happens if students don't wear the mask?

Warning



Student continues to violate the mask rule...

1. One-on-one conversation
2. Parent Conference
3. Parent Pick Up (virtual instruction)

Student has a medical?

That goes through the BPS Legal Department

COVID-19 RANDOM TESTING

- All students must have a consent form submitted by **PRIOR TO RETURNING TO THE BUILDING:**
 - https://forms.office.com/Pages/ResponsePage.aspx?id=nNCgtViodUS_aFWqCu5g2siw46kBr3RBmp_WAc-RoCdUNUc3NDZKVEdRMjZWUEYwV0Y2VFIKMKRPNC4u
- Principals will randomly choose 40% of the total population that has provided consent and notify staff and students **1 week in advance** of their test date.
- The Nurse will conduct all tests on-site
 - Parents will have the option to test their child off-site. Results must be within 3 days of the scheduled date.
 - All results must be submitted to the Nurse.
- If a child tests POSITIVE:
 - The Principal will notify the parent/guardian for IMMEDIATE pick-up
 - The student will wait in the isolation room
 - The student will follow directives per the ECDOH
 - The Principal will follow directives per the ECDOH
 - Once confirmed with the Nurse Practitioner, communication will go out to the school community

Sanitation & Cleaning

- **CLEANING/DISINFECTING PROCEDURES:**

- Cleaning and disinfecting will be manually tracked and recorded through daily cleaning logs.
- Arrival of Students -Clean and disinfect areas used by groups before the start of the school day.
- During the School Day - Clean and disinfect high touch areas such as door handles, stair railings, elevator buttons, push bars, light switches etc. multiple times every day. All staff will support cleaning efforts.
- Bathrooms will be monitored frequently and cleaned and disinfected frequently during the school day. Custodians will wipe down all sink hardware, toilets, door handles and other high touch areas. Restocking of soap dispensers and paper products, as necessary. Cleaning logs will be monitored.
- Hospital grade disinfectant wipes will be available for all classrooms, in addition to spray bottle disinfectant and paper towels for wiping of desks and other surfaces.

Sanitation & Cleaning

- **AFTERSCHOOL CLEANING/DISINFECTING PROCEDURES:**

- Daily procedures for cleaning and disinfecting will be completed in all student and staff areas to prepare for the next day. Routine cleaning includes:

- **Clean all high touch items:**

- light switches, doorknobs, handrails, desktops, counters, handles, faucets, etc.

- **Dust mop and/or wet mop floors**

- **Use of electrostatic sprayer**

Building Hours:

	Entry Time	Departure Time
Staff	7:30 a.m.	3:30 p.m.
Students	7:50 a.m.	2:50 p.m.



High School students participating in sporting events and/or clubs will remain in the building, as needed under the direct supervision of their Coach.

TRANSPORTATION

- Busing for curb-to-curb students was processed by the Transportation Department.
- Letters should have arrived:
 - Safety protocols
 - Social distance procedures
 - Maximum capacity on buses
- Changes to transportation take 3 weeks to process.
- NFTA will provide Specials # 12, 19 and 23 starting Monday.
 - Tripper buses have not been confirmed.

TRANSPORTATION

The Buffalo Public Schools will provide student transportation services consistent with federal, state and local guidance. Please be aware that the following procedures will be in place:

- All students, bus drivers and bus aides are required to wear a face mask at all times
- Students may be assigned seats in order to ensure appropriate social distancing
- Students from the same household will be required to sit together
- Bus capacity will be reduced to promote social distancing
 - Maximum capacity will be 26 students
- Bus windows will be opened to improve air circulation as weather conditions allow
- Temporary bus passes will not be utilized due to COVID-19 bus capacity limits
- Transportation changes may take 7 to 10 days to be processed
- Students must be listed on a route sheet in order to receive transportation services

Daily Routines
& Procedures:
**CHANGES TO
ARRIVAL
PROCEDURES**

**ENTRANCE TO THE
BUILDING:**

- Grades 5, 6, 8 and high school students arriving on First Student transportation will enter through the **Main Entrance doors** on Suffolk Street.
- Grade 11 and 12 students arriving on Metro busing will enter through the **Oakmont Avenue Auditorium entrance**.
- Any student being dropped off will enter through the **Main Entrance** doors on Suffolk Street.

Daily Routines & Procedures: CHANGES TO ARRIVAL PROCEDURES

ARRIVAL

- Students will have their temperature taken via thermal scanner.
- Students will grab breakfast bags and go to HR.
- HRs will be given times to send students to their lockers.



What happens when I come into Olmsted?





Daily Routines & Procedures: CHANGES TO DISMISSAL PROCEDURES

Students will be monitored by staff to maintain proper social distancing and masks wearing.

Stairwells used for going down during dismissal:

- 8th period classes will be dismissed per floor and exit the building as follows:
 - Student First bussing students will exit using the Main Entrance on Suffolk Street.
 - All Grade 5 and 6 students will be escorted by their teacher to bussing and then to parents for pick-up.
 - Metro bus students will exit using the Oakmont Avenue exit door on the corner of Oakmont and Suffolk (down stairwell).
 - **Students walking or being picked up will exit using the Hempstead Avenue exit door, near the back parking lot (down stairwell).**

The middle stairwells remain for staff use only.



Daily Routines & Procedures: Daily Screeners

All staff and students will be required to complete a daily screener prior to entering the building.

If you cannot answer "NO" to all questions, you may not report to the building.

- Students would engage in VIRTUAL instruction until they can answer NO to all questions on the screener.
- If you are traveling, you will need to follow all CDC guidelines prior to reporting to the building:
 - Quarantine for 10 days or negative COVID-19 rapid test with 3 days quarantine.
 - Please seek the advice of a medical professional if you have questions on whether your child should be reporting to school.
 - NOTE: See guidance documents sent in Cohort Assignment letters.



Daily Routines & Procedures

Late Arrival:

- Upon arrival, parent/guardian is to call the office.
- Parent/Guardian is to wait outside of the building until Teacher/Aide/Assistant comes to the door.
- Staff member will then take the student to the classroom.

Early Dismissal:

- Parent/guardian is to notify the Main Office for Early Pick-up by note, email, or phone call upon the student's arrival to the building.
- When the parent/guardian arrives at school, he or she is to call the main office.
- Main Office will contact the classroom and the student will be escorted to the Main Entrance.
- Parent/Guardian will not be permitted to enter the building, therefore sign-out will occur at the door.



Daily Routines & Procedures

LOCKER USAGE

- Students will be allowed to go to their lockers only three specified times: before first period, lunch, and dismissal
- Each HR teacher and 8th period teacher will be given a specific time where their students may go to their lockers
- Staff & Security personnel will be in the hallways supervising



BATHROOM USE

Bathrooms are Under Construction:

- 1 set of bathrooms per floor for MS (1)
- 1 set of bathrooms per floor for HS (2)

Maximum Capacity: 3 students at a time

- Stalls and sinks will be closed off, to maintain social distancing

Supervision:

- Hall duty personnel, from the hallway
- Maximum capacity signage will be placed outside of each bathroom

Pass System:

- Flexible system.
- Use the 10-minute rule.
- No written passes will be given. Teachers will give students verbal permission to exit the room. We do not want to carry more germs into the classroom.
- Teachers will communicate with hallway staff as needed - they are visible
- In case of an emergency, call the office

Daily Routines & Procedures

	ALL AREAS	CLASSROOMS	HALLWAYS & STAIRWELLS	RESTROOMS	CAFETERIA	AUDITORIUM	VIRTUAL PLATFORMS	LIBRARY
PREPAREDNESS	<ul style="list-style-type: none"> + Arrive on time + Have a mindset to accomplish great things 	<ul style="list-style-type: none"> + Arrive on time + Be an active learner and listener + Come prepared 	<ul style="list-style-type: none"> + Walk at a safe pace + Keep moving 	<ul style="list-style-type: none"> + Request a pass + Follow "<u>10 minute rule</u>" 	<ul style="list-style-type: none"> + Be on time + Know your lunch number + Enter, exit in an orderly fashion 	<ul style="list-style-type: none"> + Enter, exit quietly + Sit in assigned area + Stay with teacher and class + No electronics or food 	<ul style="list-style-type: none"> + Be on time + Be an active learner: participate in discussions and chats + Have a quiet workplace + Have notifications on + Check IC grade and assignments 	<ul style="list-style-type: none"> + Come to the Library with an academic purpose
RESPONSIBILITY & ACCOUNTABILITY	<ul style="list-style-type: none"> + Use kind and appropriate words – free from swearing, insults, and teasing + Listen and follow directions the first time 	<ul style="list-style-type: none"> + Display academic honesty + Give your best effort + Complete assignments on-time 	<ul style="list-style-type: none"> + Keep hallways and stairs clean + Report to your destination promptly + Respect hallway displays 	<ul style="list-style-type: none"> + Keep facility clean + Get in and out of restroom quickly 	<ul style="list-style-type: none"> + Stay at one table during lunch + No line skipping + Organize one single lunch line + Push in chairs when leaving 	<ul style="list-style-type: none"> + Be an active listener + Show appreciation to presenter(s) and/or performer(s) + Applaud when appropriate 	<ul style="list-style-type: none"> + Complete all assignments on-time + Follow asynchronous procedures for sign-in and assignments + Attend "Teacher Office Hours" 	<ul style="list-style-type: none"> + Student is to report to class with pass before coming to Library + Return materials on time
APPROPRIATE BEHAVIOR	<ul style="list-style-type: none"> + Follow the Code of Conduct + Model exceptional behavior + Follow Dress Code 	<ul style="list-style-type: none"> + Use appropriate language + Respect requests from staff + Accept and respect difference in others 	<ul style="list-style-type: none"> + Use appropriate language + Stay to the right + Keep noise level low 	<ul style="list-style-type: none"> + Give privacy to others + Practice proper hygiene 	<ul style="list-style-type: none"> + Use appropriate language and voice level + Be attentive to directions and procedures 	<ul style="list-style-type: none"> + Be attentive to presenter(s)/performer(s) + Keep hands and feet to yourself + Follow staff directives 	<ul style="list-style-type: none"> + Communicate with and respond to teachers + Follow proper protocols: mute when not speaking, raise hand, etc. + Have appropriate backgrounds 	<ul style="list-style-type: none"> + Use appropriate language and low voice level + No eating or food + Keep your area clean
LEADERSHIP & CITIZENSHIP	<ul style="list-style-type: none"> + Be a positive influence in and out of the classroom + Own your actions 	<ul style="list-style-type: none"> + Advocate for yourself and others + Be a role model + Encourage classmates to do their best 	<ul style="list-style-type: none"> + Pick up trash + Help those who need assistance 	<ul style="list-style-type: none"> + Report vandalism or damage to an adult + Clean up after yourself 	<ul style="list-style-type: none"> + Model positive behavior + Stay seated until the end of the lunch period + Leave cafeteria clean 	<ul style="list-style-type: none"> + Model positive behavior + Embrace culture, and diversity 	<ul style="list-style-type: none"> + Follow the Code of Conduct + Use proper "netetiquette" and digital citizenship + Communicate with your teacher if absent, questions, problems, or assignments 	<ul style="list-style-type: none"> + Respect others' privacy + Model positive behavior + Be patient when waiting for assistance



Serving Meals & Water

BREAKFAST

Student breakfast will be served in classrooms during HR

LUNCH

Lunches will be served in the cafeterias

Social distancing protocols will be followed

Spaces will be cleaned after students have finished eating

Masks will be required once students have finished their meals

WATER

Water fountains will no longer be in use.

Students may use water bottles.

The water refilling stations will be in use. They will be sanitized throughout the day by maintenance staff.

**** When using a classroom for food consumption, a window will remain open for ventilation.
All classroom doors will remain open throughout the day**

Daily Routines & Procedures

CAFETERIA USE: LUNCHES

- Cafeteria Capacity: 218 persons according to the Cannon Report.

COVID-19 Protocols: Cafeteria Guidelines & Responsibilities

Due to social distancing protocols, students cannot move throughout the cafeteria. Students are to stay in their seats and dispose of their garbage as lunch monitors come around with garbage totes. All assistance in keeping the cafeteria safe and clean is appreciated.

- Using both cafeterias, the space is divided as follows:
 - The middle school cafeteria will serve:
 - A Lunch: Grade 5
 - B Lunch: Grades 7-9
 - C Lunch: Grades 7-9
 - The high school cafeteria will serve:
 - A Lunch: Grade 6
 - B Lunch: Grades 10-12
 - C Lunch: Grades 10-12



Stairwells

- **Oakmont Stairs** (209, 309, 409) will be used for going down
- **Auditorium Stairs** will be used for going up
- **Hempstead Stairs** (122, 221, 322, 422) will be used for going down
- **Cafeteria Stairs** will be used for going up
- **Middle Stairs** will only be used for arrival (going up) and dismissal (going down)

Hallways



Students will travel throughout the building using the hallways for 2-way traffic.



All students are to remain on the RIGHT SIDE of the hallway.



All hallways are marked with traffic signage.



Daily Routines & Procedures

COVID-19 Protocols: Hall Passes

In order to ensure the safety of all individuals in the building, and to stay in line with room capacity and social distancing protocols, **NO PASSES WILL BE ISSUED BY CLASSROOM TEACHERS.**

Passes to Administrator offices, the Nurse, SST or Guidance will be issued by those individuals and distributed during homeroom time. When issuing a pass, authorized personnel will use the FLO passes distributed by Administration.

COVID-19 Protocols: School Safety

Due to social distancing and room capacity protocols, students may not leave study hall during this time.

COVID-19 Protocols: School Safety

In order to ensure the safety of all individuals in the building, **NO VISITORS ARE ALLOWED IN THE BUILDING.**

Classroom Set-Up

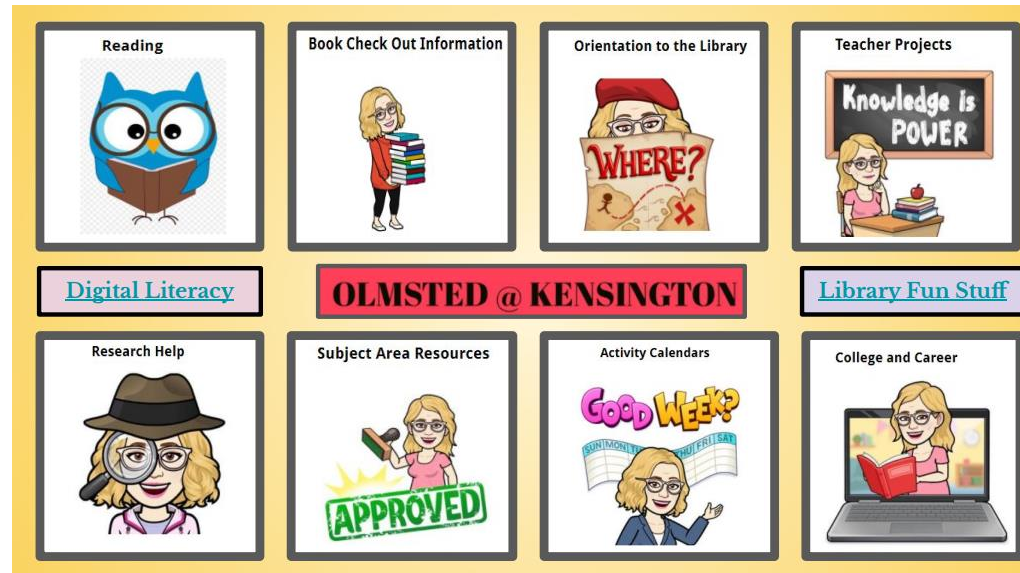
- Classrooms were set-up per Cannon Design social distancing protocols:
 - 6 feet of social distancing
 - All areas have been accounted for and have a maximum capacity, which will be posted at the door.
 - Most classrooms are limited to 24 persons per room
 - Students must observe all social distancing protocols
 - "Safe spaces" have been identified for emergency situations (lockdown drills)

- Students participating in in-person instruction art and music classes CANNOT share materials. Adjustments will be made.

Curriculum Adjustments

Curriculum Adjustments

- Student Support Services
 - Speech, OT and Counseling services will be delivered in-person for students that report to the building.
 - All social-distancing protocols will be followed.
 - Students will report to an alternate setting to receive services.
- Library Use
 - Ms. Cowe will be working with classroom teachers to schedule use of the Library to support curriculum.
 - If students would like to check-out reading materials, they can visit the [Library page](#) on the school website for more information.



Instructional Modes

- **IN-PERSON**

- Student is in the classroom with their teacher and other students

- **REMOTE (VIRTUAL)**

- Student is learning from home (opt-out)

Instructional Modes

IN-PERSON:

- Social distancing protocols must be followed
- Students will follow all teacher directives and continue with synchronous/asynchronous schedule to stay at pace with remote learners
 - SYNCHRONOUS: whole-group sessions
 - ASYNCHRONOUS: independent assignments, one-on-one assistance, small groups (socially-distanced)

REMOTE:

- Students will continue to follow synchronous/asynchronous schedule
 - SYNCHRONOUS: whole-group instruction with the teacher and students in the classroom
 - ASYNCHRONOUS: students must check-in with the teacher, attend one-on-one sessions, or small groups, as assigned to work on independent tasks

***All students will continue to follow their daily schedule per Infinite Campus.
We will continue using the synchronous/asynchronous schedule.***

REMINDERS:

- On Day 1, your child should bring to school:
 - COVID-19 Random Testing Consent Form
 - Student Information Update Form (if a change is needed)
 - Mask with Ziplock bag for storage during mealtime
 - Instructional supplies
- If your child takes medication:
 - A parent/guardian is to drop it off with a script to the Nurse's office.
 - Please call the nurse at 816-4330, to schedule a drop-off time.

Special Thanks!!

- SBMT
- Teachers, Engineer
- Olmsted Parent Teacher Organization (OPTO)
 - olmstedschoolpto@gmail.com
- Olmsted Foundation
 - olmstedschoolfoundation@gmail.com

Any Questions? 



QUESTIONS/CONCERNS 