



Orientation

September 18, 2020

Thank you for joining! **We will begin shortly**

While you wait, please post your comments in the chat feature.

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AGENDA



- Delayed reopening
- Outdoor Learning
- Personal Protective Equipment Update
- School Building Preparedness
- Testing and Tracing Update
- Technology and Device Requests
- Instructional Programming
- Screen Time
- Special Education Services
- Registration
- Arrival and Dismissal
- Attendance
- Uniforms
- Class Supply Lists
- Breakfast and Lunch
- Junk Food Policy
- Open Forum

DELAYED OPENING



PK Groups A and B begin blended learning Monday, September 21st

Group A: 9/21 - 9/23

Group B: 9/24 - 9/25

K - 5 Students begin a more robust remote learning experience next week.

Blended Learning for K - 5 students begins the final week of September:

Groups A + C: 9/29

Group B: 10/1

Outdoor Learning

- Brooklyn Brownstone School has NOT requested, developed, or intends on implementing an outdoor learning plan
- We have been granted a permit for sole utilization of the joint DOE and Parks Dept. managed park next door. This ensures that school safety agents will be present and strangers cannot use the space while we are using it. Our intention is to utilize the park for physical education and recess as needed.



Your school, **16K628**, has been approved for Outdoor Learning space, please ensure you follow the below parameters of use set by NYC Parks from the first day of school until November 30th.



1. Permittee (Schools) are not permitted to prevent public use of **other** spaces/amenities within the same park/playground.
2. If your school is not a school affiliated with the DOE, the Permittee (School) represents they have insurance satisfactory to meet the requirements of all NYC, NYS, and Federal.
3. Permittee (School) agrees to all safety guidelines reflected in NYC Parks Safety Affirmation Plan or agrees to meet the standards set by the NYC DOE, to ensure the safety of all participants in Outdoor Learning programs.
4. Schools agree to follow all NYS Dept of Health guidelines as they pertain to outdoor gatherings.
5. All permittees (schools) will be limited to no more than 50 people in the site at any given time pursuant to NY State guidelines.
6. All sites shall be agreed to be used “as is.”
7. Permittee (School) must follow a “carry in, carry out” policy each day.
8. Permittee (School) must also bag up and remove all of their own trash from the site at the end of each use.
9. No vehicles will be permitted to enter parks for any delivery of equipment or drop off of students or staff.
10. No amplified sound on a stage or screen is permitted in outdoor learning spaces.
11. No smoking is prohibited in NYC Parks, this includes e-cigarettes or vaping devices.

P.P.E and Cleaning Supplies



- Face coverings (child and adult sizes)
- N95 masks for nurses
- KN95s for Building Response Team (BRT)
- Reusable and disposable gloves
- Disposable medical gowns for early childhood classroom teachers
- Hand sanitizer (wall mount, stands, gallon jugs, 8 oz size)
- Bleach
- Hand soap
- Paper towels
- Disinfectant wipes and disinfectant sprays
- Air purifiers for nurse's office and get well soon room
- Electrostatic sprayer and disinfectant for custodial staff
- Thermometers (non-contact hand-held, oral (sent home with families))
- Social-distancing floor decals and social-distancing signage
- Protective barriers (main office, school safety)

School Building Preparedness

- As staff arrived to the school, all floors were freshly waxed, rooms painted, and spaces cleaned
- Classrooms are in the process of being rearranged in accordance with social distancing guidelines and recommended capacity set forth by the DOE and DOHMH
- Hand sanitizer pumps, floor markings, and signage are being installed today, 9/11/20



HEALTH SCREENING

SELF-SCREENING IS REQUIRED BY ALL EMPLOYEES AND VISITORS WHO ENTER THIS FACILITY

DO NOT ENTER IF:



You have a fever, cough or shortness of breath

— OR —



In the past 10 days, you have tested positive for COVID-19 by a saliva or nose or throat swab test (not a blood test)

— OR —



In the past 14 days, you have been in close contact (within 6 feet for at least 10 minutes) with anyone while they had COVID-19

— OR —



You have 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

healthscreening.schools.nyc

ALL DOE employees, visitors, and families must complete a health screening before entering DOE facilities. This health screening must be completed on each day of arrival and results will reset at midnight of each day. Upon entering the facility you will be asked to provide the results of your screening either by showing your phone or a printout of the results

1. Have you experienced any symptoms of COVID-19, including a fever of 100.0 degrees F or greater, a new cough, new loss of taste or smell or shortness of breath within the past 10 days?

- No. Go to the next question.
- Yes. No further screening is needed. The employee/guest may not enter the building.

2. In the past 10 days, have you gotten a positive result from a COVID-19 test that tested saliva or used a nose or throat swab? (not a blood test)

- No. Go to the next question.
- Yes. No further screening is needed. The employee/guest may not enter the building.

3. To the best of your knowledge, in the past 14 days, have you been in close contact (within 6 feet for at least 10 minutes) with anyone who tested positive for COVID-19 or who has or had symptoms of COVID-19?

- No. Go to the next question.
- Yes. No further screening is needed. The employee/guest may not enter the building.

4. Have you 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?

- No. The employee/guest may enter the building.
- Yes. No further screening is needed. The employee/guest may not enter the building.



Cleared to Enter DOE Facilities
Friday, September 11, 2020 7:24 AM

Please be advised that you must be wearing a face covering to enter DOE facilities. In addition, you must have a government-issued ID or your DOE ID.

Please re-take daily or immediately if your symptoms change.

(this badge expires at midnight)

Testing and Tracing Update



Beginning immediately, prioritized access to testing will be available to students, teachers, and DOE school-based staff at 34 sites across the city. These sites will give priority to all DOE workers so they can quickly be tested, and provide results within 24-48 hours. To schedule a prioritized test, visit this [NYC DOH site](#) and use the password **doecovidtest2020**. Please note that you can schedule an appointment up to two days in advance.

School Covid Report Card

<https://schoolcovidreportcard.health.ny.gov/>

Testing and Tracing Updates

Beginning October 1st and recurring each month, it will be mandatory for schools to test a random 20% sample of their students participating in blended learning and on-site staff population.

The percentage of staff tested and the frequency of testing will rise significantly in schools in any zip code that reports a percentage of positive tests of 3% or higher using a 7-day rolling average

Families will be asked to sign a consent form at the start of the year for their child to participate at random, and be notified ahead of time if their child has been selected for the month. **Families in blended learning that have not submitted a testing consent form by November will transition to remote only instruction.**

The full UFT/DOE agreement on testing can be found [here](#).

“Get Well Soon Room”



Each building will have an Isolation Room with a staff member assigned to monitor the room when in use.

For a campus, this can be a shared responsibility during the day. Remember, there is one room per building/campus.

PPE will be provided to staff assigned to the Isolation Room.

Any student exhibiting COVID-19 like symptoms during morning entry or during the school day must be evaluated onsite by a nurse or health professional.

Symptoms of COVID-19 include fever of 100.00 or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.

Technology and Device Requests



124 device requests were filled, 63 devices were requested than have not been filled

Actions:

- Brooklyn Brownstone School is updating in house technology to prepare for distribution
 - We have 30 ipads and 12 chromebooks. Chromebooks will be dedicated to 3rd - 5th grade students
 - Administration has reached out to local politicians and CBOs requesting at least 50 additional devices
 - We are currently assessing protocols for re-distribution of iPads for families that do not NEED them to ensure our neediest families are taken care of
 - Devices will be distributed next week, date(s) and time will be announced on Class Dojo

Instructional Programming



Due to a **dramatic** decrease in blended learning participants, updated teaching responsibilities and policies from the DOE, and social distancing guidelines K-5 will be departmentalized during the pandemic.

Each student will have at least 2 teachers. One teacher will focus on remote learning students for half the day, the other will focus on in-person, then they will switch

Before Wednesday 9/16/2020, grade teams will host a meet and greet to introduce/ re-introduce themselves and share content that is covered during in that grade

Screen Time



TOTAL EDUCATIONAL SCREEN TIME PER DAY

Groups A, B, and D:

Sample of the potential **minimum** ranges of daily synchronous students may experience each day. Delivered in short, grade-appropriate, **intervals** throughout the day with gradual increase until schools fully reopen.

For both blended students at home (Group A and B) and 100% remote students (Group D):

Grade Level	September	October	Nov./ December	January - June
Pre-K	20-30 minutes	20-30 minutes	20-60 minutes	20-60 minutes
Kindergarten	65-75 minutes	70-80 minutes	80-90 minutes	120 minutes
1st Grade	75-85 minutes	80-90 minutes	90-100 minutes	120 minutes
2nd Grade	90-95 minutes	90-100 minutes	95-110 minutes	130 minutes
3rd - 5th Grade	90-110 minutes	100-120 minutes	100-150 minutes	150-210 minutes

Special Education Services

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All students, whether remote or blended, with Individualized Education Plans will receive their services during the 2020-2021 School Year

Special Education Teachers and Related Service Providers will be in contact with families prior to September 21st to create a Special Education Program Adaptations Document (PAD). The PAD is a document that is created in conjunction with families and special education teachers/related service providers to best meet the unique needs of each student during this time.

More information regarding Special Education services can be found at <https://www.schools.nyc.gov/learning/special-education/special-education-in-blended-and-remote-settings>

Registration



All registration forms can be found on our school website, brooklynbrownstoneschool.com.

Please email completed forms to 16K628@schools.nyc.gov.

Pre-K, Kindergarten and New Students

1. Emergency Contact Card
2. Home Language Identification Survey
3. Student Registration Form
4. Housing Questionnaire
5. Federal Ethnic Race Identification Form
6. Allergy Form
7. Neighborhood Walking Form
8. Photo Release
9. Photo of your child's birth certificate or passport
10. Scan of proof of residence

Returning Students Grades 1-5

1. Emergency Contact Card
2. Allergy Form
3. Neighborhood Walking Form
4. Photo Release

Arrival and Dismissal Team

Arrival and Dismissal Team	
Staff Member	Role
Mrs. Docteur-Bailey Guidance Counselor	<ul style="list-style-type: none">• Social/Emotional Support• Mask and Hand Sanitizer Distribution• Schoolyard officer to encourage social distancing
Mrs. Stoddart School Secretary - BRT	<ul style="list-style-type: none">• Movement Monitor to encourage social distancing• Alternate Morning Office• Alternate Dismissal Announcements on PA
Mr. Gibbs Family Coordinator - BRT	<ul style="list-style-type: none">• Ensure that Health Screening is completed• Check phones, have QR code available• Schoolyard officer to encourage social distancing
Ms. Suluki Family Worker - BRT	<ul style="list-style-type: none">• Morning Office• Dismissal Announcements on PA
Ms. Williams - BRT Ms. Morales Ms. Sims School Aides	<ul style="list-style-type: none">• Grab and Go Food Distribution• Movement Monitor to encourage social distancing
Mr. Brunner Principal	<ul style="list-style-type: none">• Visual Check, Temperature Check, and Greeting• School Schoolyard officer to encourage social distancing
Mrs. Richards Assistant Principal	<ul style="list-style-type: none">• Visual Check, Temperature Check, and Greeting• Schoolyard officer to encourage social distancing

Arrival 8:30 am

Door A, corner of MacDonough and Lewis



Arrival Phases		
Step	Detail	Staff Member
Step 1	Ensure that Health Screening is completed - Email Confirmation Check	Mr. Gibbs/ School Safety
Step 2	Visual Check, Temperature Check, and Greeting	Admin
Step 3	Hand Sanitizer and Mask Distribution (mask distribution is on an as-need basis)	Mrs. Docteur-Bailey/ School Aides
Step 4	Breakfast Bag Grab	School Aide
Step 5	Proceed to class/ teacher Staff at Checkpoints (1-5 uses stairwell A) (PK and K uses stairwell B)	School Aides/ Other BRT Team Members/ PK and K teachers
Step 6	Hand Sanitizer and Greeting	Classroom Teacher
Step 7	Proceed to individual student desks	Classroom Teacher

Dismissal Student Facing beginning at 1:40 Door B, Decatur School Yard



Dismissal Phases			
Time	Detail	Stairwell Side/Exit	Staff Member
1:40 PM	School Yard and Entrance/Exit gates are opened Hall and stairwell doors are propped open	Exit B	Administration, Mr. Gibbs, Mrs. Docteur-Bailey
1:40 PM	School Safety is posted at Entrance/Exit gates		School Safety
1:42 PM	Announcement for student dismissal for all students walking home and 5th Grade	Right side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
1:44 PM	Announcement for 4th grade students, students exit via Door B	Left side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
1:46 PM	Announcement for 3rd grade students to dismiss, students exit via Door B	Right side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
1:48 PM	Announcement for 2nd grade students to dismiss, students exit via Door B	Left side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
1:50 PM	Announcement for 1st grade students to dismiss, students exit via Door B	Right side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart

Dismissal Student Facing (cont.)

1:52 PM	Announcement for Kindergarten students to dismiss, students exit via Door B	Left side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
1:54 PM	Announcement for Pre-Kindergarten students to dismiss, students exit via Door B	Right side of stairwell Exit B	Ms. Suluki/ Ms. Stoddart
2:00 PM	End of Dismissal, gates and doors are locks		Administration, Mr. Gibbs, School Safety
2:00 PM	Students that have not been picked up will be returned to their classroom <u>by their classroom teacher</u> , teacher will call the office with the names of the remaining students	Pre-K, K, 1 use Right side of stairwell 2, 3, 4, 5 use Left side of stairwell	All Mr. Gibbs, Ms. Suluki, Ms. Stoddart will communicate with classroom teachers
2:00-2:20 PM	Office will call classroom when parent arrives, depending on age students will either be escorted downstairs or asked to walk down to meet their parents		School Aides will escort students downstairs when needed Mr. Gibbs, Ms. Suluki, Ms. Stoddart will communicate with classroom teachers

Dismissal Parent Facing

Dismissal (Parents)		
Time	Detail	Location
1:40 PM	Parents enter schoolyard gate	Decatur Street Gate, left side
1:43 PM	5th Grade Students Dismissed	Families exit Decatur Street Gate, right side
1:45 PM	4th Grade Students Dismissed	Families exit Decatur Street Gate, right side
1:47 PM	3rd Grade Students Dismissed	Families exit Decatur Street Gate, right side
1:49 PM	2nd Grade Students Dismissed	Families exit Decatur Street Gate, right side
1:52 PM	1st Grade Students Dismissed	Families exit Decatur Street Gate, right side
1:54 PM	Kindergarten Dismissed	Families exit Decatur Street Gate, right side
1:56 PM	Pre-Kindergarten Dismissed	Families exit Decatur Street Gate, right side
2:00 PM	Dismissal is over	Decatur Street Gate Locked

Late Pick Up



Call the office at (718) 573-2307 if you are running late

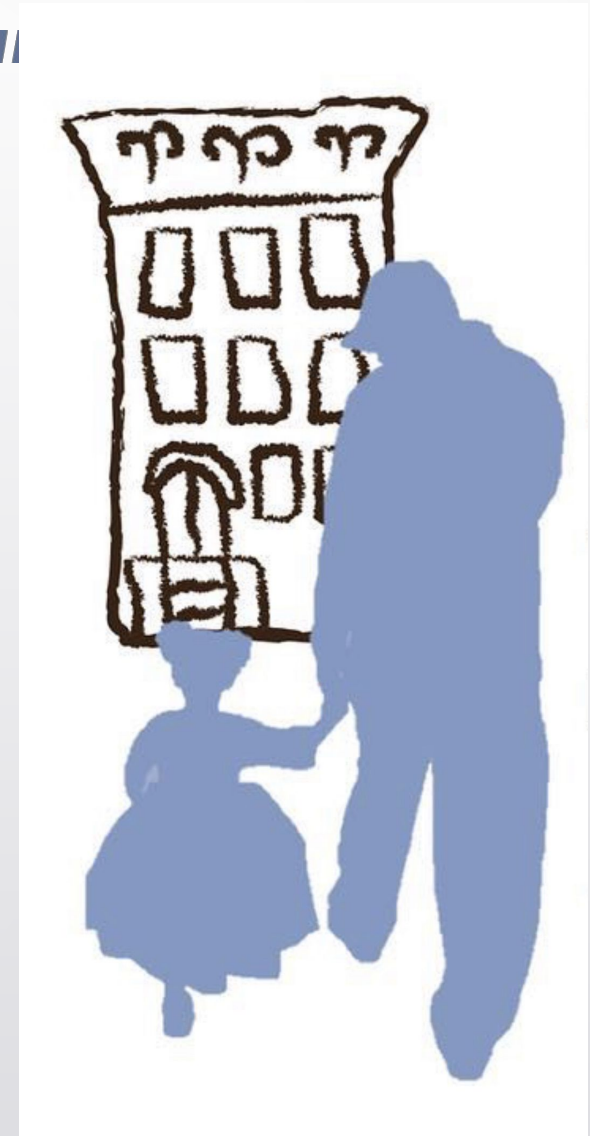
Late Pick Up		
Time	Detail	Location
2:01 PM	Late parents enter building and alert school safety to child's name, grade, classroom #	Main Entrance, MacDonough Street
3:00 PM	Any student who is not picked up will be brought to the police precinct	81st Precinct, Sector C 30 Ralph Avenue, Brooklyn, NY

ATTENDANCE

The definition of “present” is as follows:

- In Person: **Student is physically present** in the classroom / school learning environment for instruction during the scheduled school day.
- Remote: Student is virtually present in a virtual learning environment for synchronous instruction **during the scheduled school day.**

Please note that early childhood programs are required to **limit screen time to 20 minutes per day** and much of the remote learning day should be spent on asynchronous activities, which means that the definition of present for remote learning should be modified for students in pre-K classes. **For pre-K, participation in asynchronous activities can count as daily attendance.**



UNIFORMS

Uniform Choices



Uniform Choices



Gym Uniforms





CLASS SUPPLY LIST

All classroom supply lists can be found at
www.brooklynbrownstoneschool.com
under “Welcome”, “School Supplies and Uniforms”

Items should be clearly labeled with child’s name.

Supplies will not be shared.

BREAKFAST AND LUNCH

Breakfast and LUNCH are FREE FOR ALL

Deadline October 1st

<https://www.myschoolapps.com>

What you will need to provide during the application process:

- The names and incomes of every member of your household
- The school, grade, birthdate of every student in your household. (Optional)
- The last 4 digit of your social security number and electronic signature
- A valid email address or phone number for the Office of School Food to communication about the status of the application. (Optional)

BREAKFAST AND LUNCH

INFO ABOUT EATING

- All students will be provided a bagged “grab and go” breakfast and lunch.
- If you send your child to school with food from home, we cannot reheat it.
- Masks will not be worn while children are eating.
- Instruction will not take place during this time, rather it will be a moment to rest, digest, and prepare ourselves for the morning or afternoon.

WE ARE A JUNK FOOD FREE SCHOOL

- Items with sugar (any word ending in “ose”) or corn syrup listed in the first 3 ingredients are not allowed
- 100% juice, milk, or water are allowed for beverages
- We encourage reusable bottles to take advantage of our new water fountains



LOOKING AHEAD...



ORIENTATION:

- Wednesday: 9/16/2020 6 PM
- Friday: 9/18/2020 10 AM

PK ORIENTATION:

- Tuesday: 9/15/2020 6 PM

FIRST DAY OF SCHOOL:

- Remote Engagement/ Student Orientation for ALL: 9/16/2020
- IN PERSON Week 1:
 - Group A: 9/21-23, Group B: 9/24+25, Group C: 9/21-25