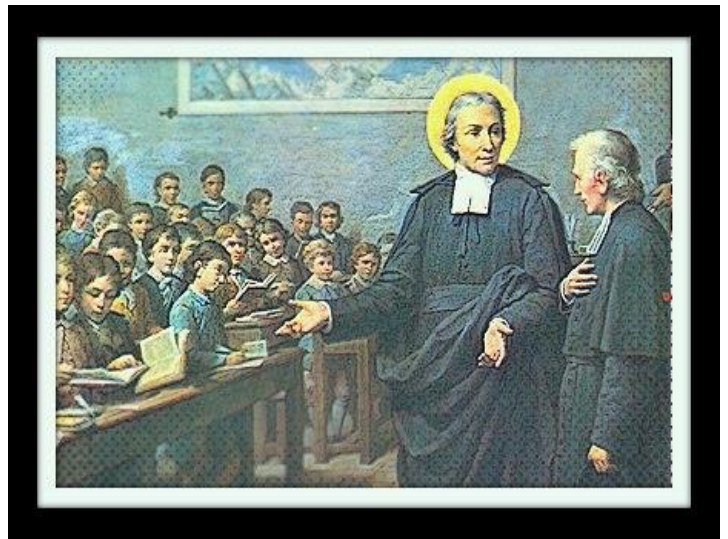


# LA SALLE ACADEMY



## *COVID-19 STRATEGIC PLAN*

Academic Year 2021/2022

Updated 9/4/21 4:41 PM

# STATEMENT FROM OUR PRESIDENT



Bro. Thomas Casey, FSC, President

We have experienced enough of COVID's activity to realize we need to be attentive to the latest scientific news and the most current guidelines and directives from reputable sources like the CDC and the NYS Department of Health. La Salle's COVID-19 Response Team, constituted by a variety of individuals who see the situation from their perspectives, provides us in the school administration with the facts we need to make the most informed decisions.

The members of this Task Force continue to generously invest time and share information, and I am most grateful. Kudos to Mr. Chris Washington for his leadership as the Chairman of this group. We know that the situation with the virus changes and therefore this document will require regular updates. Notices will be sent out when any substantive change is made.

May God bless us and keep us out of harm's way.

# LA SALLE ACADEMY MISSION

The mission of La Salle Academy, a rigorous college-preparatory high school, is to educate students of diverse cultural and socioeconomic backgrounds with special outreach to those most in need. We provide a nurturing environment, which fosters spiritual, moral, intellectual, emotional and physical growth in the Roman Catholic tradition and the Lasallian spirit, as embodied in Saint John Baptist de La Salle.

We create experiences of community within the school and encourage each student to develop his gifts and talents for his own growth, as well as to engage in the caring service of others, through academic, extra-curricular and spiritual programs.

## LA SALLE ACADEMY COVID-19 ACADEMIC YEAR 2021/2022 STRATEGIC PLAN OVERVIEW

The La Salle Academy COVID-19 Strategic Plan Academic Year 2021/2022 “LSACSPAY21” is a ***living document***, and it is intended to be flexible as new information and direction are obtained during this pandemic and will be updated periodically to account for new data and policies. The “LSACSPAY21” was formulated based on the current guidance from New York State Department of Health, the New York State Education Department, The Catholic Schools Office of the Archdiocese of New York, and the Centers for Disease Control and Prevention (CDC).

The “LSACSPAY21” has taken into consideration the most recent health and safety needs of our stakeholders and will be posted on our website [www.lasalleacademy.org](http://www.lasalleacademy.org), in our building, and will be made available to the La Salle community as needed. We also have the wealth of knowledge from the lessons that were learned from last school year as members returned to the building for the 2<sup>nd</sup> semester.

Please note that the “LSACSPAY21” and its policies are intended to limit the risk and spread of COVID-19. No single action or set of plans, including vaccinations, will eliminate the transmission of SARS-CoV-2, but the data shows that the continued implementation of coordinated efforts can greatly reduce the risk. It is our goal to keep our community as safe as possible, with the following plan for the academic year 2021-2022.

# LSA COVID-19 TASK FORCE

The La Salle Academy COVID-19 Task Force (LSACTF) was convened by Ms. Conroy, Principal, in the fall of 2020 to ensure that our stakeholders had input into how we address the unprecedented situation precipitated by the current pandemic. Per New York State guidelines, every school must have a COVID-19 Coordinator to lead efforts within the school community. Mr. Chris Washington, who also serves as the Director of the Academic Center/Assistant Athletics Director, assumed the role of La Salle's COVID-19 Coordinator. He can be reached via email at [cwashington@lasalleacademy.org](mailto:cwashington@lasalleacademy.org).

## *La Salle Academy COVID-19 Task Force*

Mr. Chris Washington, Chair  
Brother Thomas Casey, FSC, President  
Ms. Kerry Conroy, Principal  
\*Mr. Carlos Apreza '22, Student Government President  
Mr. Martin J. Cottingham '88, Board of Trustees  
Mr. Vincent Estevez, Teachers Union  
Mr. Tom Issing '74, La Salle Alumni Association, Owner East Village Environmental, LLC  
Mr. Jerome Pannell, Staff  
Ms. Diane Roman-Worrell, Parents Association  
Dr. Ricardo Sequeira, MD '70  
\*New Member

# GENERAL INFORMATION

With the new mandate from the Governor's office in accordance with the Commissioner's Determination issued pursuant to 10 NYCRR 2.60, any person over the age of 2 (including all students, personnel, teachers, administrators, contractors, and visitors) must always wear masks indoors in P-12 school buildings, regardless of vaccination status. People with medical or developmental conditions that prevent them from wearing a mask may be exempted from mask requirements, as documented by a medical provider. People do not need to wear masks when eating, drinking, singing, or playing a wind instrument; when masks are removed for these purposes, individuals must be spaced six feet apart. All mask requirements must be applied consistently with any state and federal law (e.g., Americans with Disabilities Act).

Therefore, all La Salle Academy students, faculty, administrators, and staff, including, the non-union staff and athletic coaches, **MUST** wear a mask when entering our building. We are also asking all staff, faculty, and athletic coaches to provide a photocopy (scan, jpg, pdf) of their official vaccination card.

La Salle will **NOT** require temperature checks to enter the building and highly recommends staying home if an on-site member of our community feels sick or is experiencing any symptoms of COVID-19.

# THE SCHOOL DAY

## ACADEMIC YEAR 2021/2022

La Salle will follow the following eight (8) day rotation - class schedule for the 2021/2022 academic year.

Student Schedule La Salle Academy								
Year: 2021-2022: Q1				Homeroom: Murphy, Patrick (302)				
Grade: 11								
<b>Course</b>	<b>Section</b>	<b>Room</b>	<b>Instructor</b>					
Homeroom	11 HR-RM 302 (01)	302	Murphy, Patrick					
ALGEBRA 2	ALGEBRA 2-02	504	Ritzu, Ana-Maria					
American History and Government	AM HIST-02	302	Murphy, Patrick					
Regents Earth Science	EARTH SCI-02	502	Rosich, Michael					
English 3: American Literature	ENGLISH 3-02	409	Toney, Patricia					
LUNCH	LUNCH-D2	CAFE						
Physical Education 11	PHYS ED 11-03	Gym	Schaller, Thomas					
Religion 3: Sacraments/Morality	RELIGION 3-03	405	Pena, Joel					
Spanish 2	SPANISH 2-02 Split	404	Stark, Matthew					
Studio Art	STUDIO ART-01	510	O'Mara, Mollie					
	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8
HOMEROOM 08:00 AM-08:10 AM	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302	11 HR-RM 302 (01) 302
8:13am - 9:08am 08:13 AM-09:08 AM	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504	ENGLISH 3-02 409
9:11am - 10:06am 09:11 AM-10:06 AM	PHYS ED 11-03 Gym	SPANISH 2-02 Split 404	RELIGION 3-03 405	STUDIO ART-01 510	PHYS ED 11-03 Gym	SPANISH 2-02 Split 404	RELIGION 3-03 405	STUDIO ART-01 510
10:09am - 11:04am 10:09 AM-11:04 AM	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504
11:07 - 11:34am 11:07 AM-11:34 AM	SPANISH 2-02 Split 404	EARTH SCI-02 502	SPANISH 2-02 Split 404	RELIGION 3-03 405	SPANISH 2-02 Split 404	EARTH SCI-02 502	SPANISH 2-02 Split 404	RELIGION 3-03 405
11:34am - 12:02pm 11:34 AM-12:02 PM	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE	LUNCH-D2 CAFE
12:05pm - 12:37pm 12:05 PM-12:37 PM	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302
12:37 - 1:10pm 12:37 PM-01:10 PM	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302	ALGEBRA 2-02 504	ENGLISH 3-02 409	EARTH SCI-02 502	AM HIST-02 302
1:13pm - 2:18pm 01:13 PM-02:18 PM	RELIGION 3-03 405	STUDIO ART-01 510	SPANISH 2-02 Split 404		RELIGION 3-03 405	STUDIO ART-01 510	SPANISH 2-02 Split 404	

### FACE MASKS

Masks must be worn while inside the building, regardless of vaccination status, if more than one (1) person is in the room. If a student arrives without a mask or if his is lost or broken, a replacement standard issue mask will be available.

### ARRIVAL TIME

The school door will open at 7:30 am, through the entrance on Taras Shevchenko Place. No student should arrive prior to that time. He will be allowed to go to his locker and then to his homeroom. Pre-class study groups with teachers may happen in person with LIMITED capacity.

### ***LATE ARRIVAL***

A student will be considered LATE for the school day if they are not physically present in their designated homeroom by 8:00am. Exceptions may be made, case by case, pending parent notification and the Dean of Students, Mr. Jerome Pannell. Detention for lateness and other disciplinary actions will be held accordingly and within social distancing guidelines.

### ***WELLNESS AREA***

A wellness area (shared by La Salle Academy, St. George Academy, and the Daycare program) is on the 1<sup>st</sup> floor in a space designated as the “Medical Room.” Any individual who is in the room will be supervised by an adult member of the program that individual is associated with until a parent/guardian/emergency contact arrives to pick up their child or a decision is made with the parent(s)/guardian/emergency contact to return the student home safely.

### ***LOCKERS***

Lockers will be assigned and spaced for social distancing. Students are allowed to go to their locker in the morning, before their lunch period and after school. Students are NOT allowed to visit their lockers between classes. Umbrellas should be small to medium sizes so they can fit inside their lockers. Umbrella bags, if needed, have been placed by the entrance.

### ***FLOW OF STUDENTS IN HALLWAYS AND STAIRS***

Because of the size and layout of the hallways and building, it is necessary to have two-way traffic in the hallways and stairwells. Students will be cautioned to walk to the extreme right in each direction and to socially distance.

### ***DESK SANITIZING (Between Classes)***

Non-toxic hospital grade spray, in spray bottles, will be provided in each classroom. Before the change of periods, each teacher will spray each used desk and chair and each student will wipe his desk and chair before, with provided paper towel, before leaving the room. Plastic gloves and hand sanitizer will also be available for any student that wishes to use them during this process.

### ***GYM CLASS***

In addition to using the gym, if the weather is favorable, gym classes will take place outside at one of the local parks or on the roof of the building. On their “gym day,” students will be allowed to wear their La Salle issued gym uniform and/or sweatsuit for the entire day. Students should also bring an extra t-shirt/undershirt to change into after class and a plastic bag for their sweaty clothes.

### ***END OF THE DAY DISMISSAL***

Following end-of-the-day announcements, students will be dismissed over the intercom by grade level to minimize congestion in the hallway and exit door(s).

### ***REMOTE LEARNING***

Should a student(s) be forced into an extended stay (three (3) or more consecutive days) quarantine because of positive test and/or contact tracing of COVID-19, remote learning will be made available for all classes through the quarantine period, for that student(s), the day after official notification is received and verified with the school office. If circumstances require that the entire school move to a fully remote model, we will do so, and details of class times will be sent out immediately.

### ***SICK/MISSING DAY(S)***

If a parent reports a student(s) as “sick” for the day, they are not eligible for remote learning. Student(s) should email their respective teachers and make arrangements to cover those days in-class work, projects and/or homework assignments.

Likewise, student(s) missing in-person learning because they are ‘away’ from home or on a family vacation are NOT eligible for remote learning.

### ***SENIOR PRIVILEGES***

Senior privileges will be allowed with the permission of the parent/guardian of the student and Mr. Pannell, Assistant Principal for Student Services.





# LA SALLE ACADEMY

## CARDINALS COVID STRATEGY



easy as **L - S - A**



**L** - *LOCATION* (maintain proper distances  
inside AND outside the building)



**S** - *SAFETY* (Wear a Mask and Wash Hands  
Frequently)



**A** - *AWARENESS* (Attention to the COVID  
guidelines helps to keep our family SAFE)

# ATHLETICS



With the approval of low-risk sports by New York State, the New York Catholic High School Athletic Association (CHSAA), State Officials and the CHSAA Principals, La Salle Academy will participate in the following fall 2021 sports: bowling, cross country, and soccer. La Salle is set to compete in the CHSAA seasons for baseball, basketball, handball, and outdoor track.

All athletic tryouts, practices and games/matches/contests will follow standard COVID-19 policies and procedures set forth by NYS, CDC, CHSAA and La Salle Academy, including mask/face coverings and distance responsible practices. It should be noted that each individual sport will have its own guidelines and suggestions that will be provided by the commissioner of that particular sport.

The daily attendance sheets will be completed by the coaches will be kept on file in the main office, the Athletics Department, and COVID Coordinator in case the information is needed for contact tracing.

La Salle will provide athletic branded face masks and/or face coverings (i.e. gaiter) that will also serve as part of the team “uniform” and must be worn during designated times. The Athletics Department will also investigate any other type of uniform apparel that can be purchased to minimize skin to virus transmission and/or to better protect our student-athletes. All athletes must bring their own water bottles/drinks and towels, and there should be no sharing of personal equipment (e.g., helmets, shoes, etc.)

Students received the online signup sheet for all sports. For a student to try out or participate on a team, the La Salle Academy physical and NYS Health form must also be on file with a printed date after July 1, 2021, with noted yearly exceptions by medical providers. Individual coaches will contact the students after the sign-up period has ended regarding pertinent details associated with the student’s involvement on the team.

To manage the amount of people, present during athletic contests, when spectators are permitted, individuals are asked to bring their own chair and maintain social distancing. Our hope is to have a system in place to broadcast La Salle games so that parents and fans can view from a safe distance or on any personal device.

All coaches of La Salle Academy teams are required to take the NFHS (National Federation of High Schools) COVID-19 Coaches Course and provide a certificate of completion. Each individual sport’s Return to Play (RTP) guidelines will be placed on the La Salle website and each coach will also have a copy.

## **Head Coaches**

Baseball & Soccer – Chris Washington

Basketball – Jerome Pannell (Varsity); Elvis Peralta (JV); Danny Colon (Freshmen)

Bowling – Ron Anderson

Handball – Cristian Perez

Track & Cross Country – William Hackshaw



# AFTER SCHOOL and LA SALLE @2:30

We will offer a full set of after school clubs and programs, with guidance from NYCDOH. A full list of activities with descriptions and teacher leaders was sent with a sign-up sheet inviting student participation. \*Please note these guidelines will be reviewed every quarter and are subject to change as new information and guidance is provided.

- Clubs will begin in October.
- Teacher tutoring sessions will be allowed on the first day but on a limited capacity per teacher/per room on a first come first serve need for students.
- Fall Sports (Bowling, Soccer, Cross Country) will be allowed to remain in the building to prepare for practice, matches or meets.
- The La Salle Student Government Association (SGA) will be allowed to remain in the building, after school, as needed.
- Members of Campus Ministry will be allowed to remain in the building, after school, as needed.

## SCHOOL VISITS

### Prospective Students

Prospective students who would like to visit La Salle with their parents/guardians must adhere to the following protocols and guidelines:

- Make an appointment with the Admissions Director, Mr. Anthony Chin at [achin@lasalleacademy.org](mailto:achin@lasalleacademy.org)
- Prior to arrival, fill out the La Salle Academy COVID-19 questionnaire for all members of the party (Limit 3 per student, including perspective student)
- Leave a primary phone number and email address to use for contact tracing
- No visits will occur until after 3pm when many of the students and teachers have left the building
- Temperature checks will not be required to enter the building; however, we may ask for OFFICIAL proof of vaccination or a negative test result (within three (3) days prior to visit). La Salle Academy recommends staying at home and rescheduling your visit if anyone, in the attending party, feels sick or is experiencing any symptoms of COVID-19.

### Guest Lecturers

At this time there will be no in-person guest lecturers, however we are encouraging virtual presentations.

### College Visits

We will not have in person college visits at least through the first quarter, the college guidance department will continue to offer the best in virtual college visits from the nation's premier programs.

We will revisit these policies after the first quarter and each subsequent quarter.

# BUILDING SAFETY

It's important to note that La Salle Academy shares building space with St. George Academy and a Pre-school. Communication among the leadership of the three groups is ongoing. All parties have been diligent in their efforts to minimize risk to our respective students, faculty and staff. Additional measures have been implemented on the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> floors which La Salle rents.

## ***Bathrooms***

Additional automatic soap dispensers have been added to each student bathroom, middle urinals and middle sinks have been taken offline for social distancing. Every other bathroom stall has been taken offline for social distancing.

## ***Building Cleaning***

By contract the landlord is responsible for the cleaning of the building. It will be deep cleaned before faculty and staff return to the building in September. La Salle's on-site custodial engineer, an employee of Parish Property Management, provides constant sanitizing measures throughout the day and more frequently in high traffic areas including bathrooms, hand railings and doorknobs. A log of his activity will be kept with the La Salle Covid coordinator. An outside service will monitor the thoroughness of the cleaning.

## ***Lunch***

Our food service provider will provide individual lunches for students. Cafeteria seating assignments for the first quarter will be by grade in designated areas. Social distancing for lunch locations will be expanded to include our larger classrooms when necessary. Lunch areas will be cleaned prior to, and after, their use. The vending machines and cafeteria microwave will be taken off-line.

## ***Classrooms***

Classrooms will be configured to allow for social distancing. Desks will all be positioned in one direction to minimize face-to-face contact. Seating charts will be used in case contact tracing is needed. Additional air filters have been installed in the room AC units to augment the fan function of the air conditioners for those days when the weather will not allow us to open the classroom windows. Portable protection screens as well as desk sneeze guards have been provided as requested per teacher.

## ***Hallways***

Social distance markers along with COVID-19 signage will be placed in highly visible locations. Automatic hand sanitizers have been installed on all three (3) floors, the gym, cafeteria and by the front door.

## ***Locker Rooms***

Locker rooms will not be open. Students who have gym class will be allowed to wear their gym outfit for the entire day (see Gym Class in the School Day section). For athletic events that may happen for a La Salle home game, we will designate our larger classrooms as changing space (masks must be worn while changing).

## ***Signage***

Signs will be placed throughout La Salle (entrance, classrooms, staircases, hallways, and floors) emphasizing COVID-19 safety. School video monitors will also display COVID-19 messaging and videos.

## ***Hydration Stations***

The hydration stations will have the fountain portion disabled and covered. Students may fill their personal water bottles at any one of stations using the bottle feature only.

## ***Offices***

The Main, guidance, SETSS, finance, and development offices are fitted with desk sneeze guards as requested. All window AC units will have their regular (and additional filters that were installed last year) cleaned.

# MESSEGING, MONITORING and PROCEDURES

La Salle Academy COVID-19 Coordinator – Mr. Chris Washington – [cwashington@lasalleacademy.org](mailto:cwashington@lasalleacademy.org)

If a student shows any symptoms of COVID-19 during the day he will be sent to the Cardinal Wellness Area, under supervision, until he is picked up by his parent/guardian/emergency contact, who will be advised to contact their health care provider for assessment and testing.

In case of a positive COVID-19 test within our school community, the Archdiocese, the NYC Board of Health will be notified, and a notice will be sent out by an administrator at La Salle Academy with details on next steps and procedures. A list of those who are determined to have been in close contact will be made.

**Quarantine and close contact** –Directly pulled from *INTERIM NYSDOH GUIDANCE FOR CLASSROOM INSTRUCTION IN P-12 SCHOOLS DURING THE 2021-2022 ACADEMIC YEAR* - September 2, 2021

Consistent with CDC guidance, all “close contacts” with someone with COVID must quarantine unless they are fully vaccinated. People who are fully vaccinated do not need to quarantine after contact with someone who is suspected or confirmed to have COVID-19 unless they also present possible symptoms of infection; however, they should be tested 3-5 days after exposure and must wear a mask indoors for 14 days or until they receive a negative diagnostic test result. In general, a “close contact” is anyone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). *However, in the P-12 indoor classroom setting, the CDC specifies that students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where both students were engaged in consistent and correct use of well-fitting masks are not considered close contacts.* This exception to the close contact definition does not apply to teachers, staff, or other adults in the indoor classroom setting.

Those required to quarantine according to these guidelines will be notified. Remote learning will be made available to the affected students as outlined on page 6 of this plan under the heading “Remote Learning.”

New York State mandates we submit a daily report, by 3:00 pm, to the New York State Department of Health regarding the COVID-19 screening of all students, faculty and staff; both on site and off site at school sponsored events.

COVID-19 messaging will also be sent to the homeroom teachers for display during remote and in-person learning.

## **CARDINAL REMOTE EDUCATION**

If another situation arises in which the entire school must shut down, we will revert to remote education for the required amount of time as set forth by the New York State Department of Health. During this period, we will cooperate with the appropriate civic officials in the process of contact tracing. The school will be thoroughly cleaned, and all students, faculty and staff will self-quarantine. A remote learning schedule will be instituted and presented to faculty and students.

## **GUIDANCE SUPPORT/CAMPUS MINISTRY**

Our counselors will be available to the students to discuss any COVID-19 related issues (stress, anxiety, fear, etc.).

# PARENTS ASSOCIATION

The Parents Association will be active this year. If you are interested in joining, please reach out to Principal Conroy at [kconroy@lasalleacademy.org](mailto:kconroy@lasalleacademy.org) and she will put you in touch with PA President, Ms. Diane Roman Worrell. Meeting details and their setting (in person or virtual) will be sent out via email.

## INFORMATION LINKS

New York State Department of Health - <https://coronavirus.health.ny.gov/home>

New York State Department of Education - <http://www.nysed.gov>

Centers for Disease Control - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

City of New York - <https://www1.nyc.gov/site/coronavirus/index.page>

Catholic School Reopening Plan - <https://catholicschoolsny.org/opening/>

NYS DOH - Interim COVID-19 guidance for Sports and Recreation -

<https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/SportsAndRecreationMasterGuidance.pdf>

NYS Reopening Guidelines - <http://www.nysed.gov/common/nysed/files/programs/reopening-schools/nys-p12-school-reopening-guidance.pdf>

New Jersey Free COVID-19 Test Sites - <https://covid19.nj.gov/pages/testing>