

2019- 2020

Green Township School District: Health Related School Closure Preparedness Plan



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Interim Superintendent
2019-2020

GREEN TOWNSHIP SCHOOL DISTRICT

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Health-Related School Closure Preparedness Plan

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Planning Team

GTSD District-Wide Crisis Response Team:

- Dr. Lydia E. Furnari, Interim Superintendent
- Dr. Vincent Occhino, Interim BA
- Jennifer Thompson, GHS Principal
- Carroll Clark, CST Coordinator
- Marybeth Stiles, School Counselor
- David Miller, Facilities Manager
- William Jeskey, Facilities Night Shift Supervisor

GTEA Leadership:

- Sandra Franciosi, Teacher / Co-President
- Catherine Nowaczyk, Teacher/ Co-President

Information Technology:

- Cori Harrington, Technology Coordinator
- Kyle Mirena, Technology Teacher

Curriculum & Instruction:

- Ann Marie VanSickle, Math Coach
- Kristen Waters, Literacy Coach

Green Township School District Plan of Action**Per NJDOE Special Broadcast on March 5, 2020:**

- In the event a board of education is provided a written directive by either the NJDOH or the health officer of the jurisdiction to institute a public health-related closure, the board of education may utilize home instruction to provide instructional services to enrolled students.
- The provision of home instruction services should be guided by N.J.A.C. 6A:16-10.1 and may include direct services, online instruction, services provided through contract with another district board of education, or any other means developed by the district to meet the needs of its students.
- All boards of education should develop a school health-related closure preparedness plan to provide home instruction in the event of such a closure. The planned services should include equitable access to instruction for all students.
- Each preparedness plan should also address the provision of appropriate special education and related services for students with disabilities and the provision of school nutrition benefits or services for eligible students. The preparedness plans should be submitted to the Executive County Superintendent.
- NJDOE encourages all educators and members of the public to recommit to raising awareness of the deep educational and personal harm brought by stigma, bullying and harassment in our schools, and to spreading factual public health information without fear or stigmatization.
- NJDOE also encourages boards of education to adopt enhanced school cleanliness and disinfection protocols, including disinfection of frequently touched surfaces and objects.

Per N.J.A.C. 6A:16-10.1 (home or out-of-school instruction due to a temporary or chronic health condition):

- The school district shall establish a written plan for delivery of instruction to continue the student's academic progress and to maintain a record of delivery of instructional services and student progress.
- The teacher providing instruction shall be a certified teacher.
- The teacher shall provide instruction for the number of days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate.
- For a student with disabilities, the home instruction shall be consistent with the student's individualized education plan (IEP) to the extent appropriate and shall meet the Core Curriculum Content Standards. When the provision of home instruction will exceed 30 consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the student's IEP.
- For a student without disability, the home instruction shall meet the Core Curriculum Content Standards, and the requirements of the district board of education for promotion to the next grade level. When the provision of home instruction will exceed 60 calendar days, the school physician shall refer the student to the child study team for evaluation, pursuant to N.J.A.C. 6A:14.

Elements of the Plan

1. Planning:

The Green Township School District operated on an **early dismissal schedule for students on Friday, March 13, 2020 and Monday, March 16, 2020**, in order to provide teaching staff the opportunity to plan for up to two weeks of guided learning experiences during a health-related school closure.

2. Instructional Time:

Each student will continue to be provided 10 -20 hours of guided learning experiences per week as designed by the school's teaching staff. Guided learning experiences began on the first morning of the health-related school closure and will continue until school reopens.

3. Access to Technology:

- a. A survey of families was released to determine Wi-Fi access and device availability away from school.
- b. Green Hills School utilizes a one-to-one Chromebook plan for students in grades 4-8. Students in Grades K-3 have classroom sets of Chromebooks available during the school day. This allows us to provide families needing devices the opportunity to borrow Chromebooks from Green Hills School if needed. Parents are able to exchange Chromebook that may malfunction for a working device at any point in time.
- c. Any student K-8 without Wi-Fi access will continue to be provided with physical materials and/or alternative assignments comparable to those posted online.

4. Instructional Platforms:

- a. Students at Green Hills School in Grades K-2 access guided learning experiences remotely through Class Dojo. Teaching staff continue to update the learning platform to foster student engagement.
- b. Students in Grades 3 -8 access guided learning experiences remotely through Google Classroom. They evaluate the success of learning plans and make adjustments as needed.
- c. All students have access to learning platforms appropriate to their grade level instructional program including but not limited to Zearn, Reading Eggs, iReady, Khan Academy, Newslea, Quill, ST Math, Study Island, various video resources and online textbooks such as History Alive (5-8), and Eureka Math (K-8).

Digital resources available for use including but not limited to:

Company/Program	Products/Description	URL
ALEKS	Algebra I	
BrainPop	Reference w/activities	https://www.brainpop.com/
BrainPop Jr.	Reference w/activities	https://jr.brainpop.com/
Britannica Online	Encyclopedia	http://school.eb.com/
Discovery Education	Reference - Video, images, audio, text interactives	http://www.discoveryeducation.com
Ebsco Host	Reference	http://search.ebscohost.com/
EduLastic		https://edulastic.com/
Fitnessgram	Health Dept Program	Custom to Phys Ed Dept.
Flocabulary	ILA; Math; SS; Science; Current Events; Life skills; Vocabulary	https://www.flocabulary.com/
GoGuardian	Manage student Chromebook activity from teacher dashboard	https://www.goguardian.com/
Google Apps for Ed	Docs, Slides, Sheets, Sites, Drive, Email, Google Classroom	
iReady	ELA & Math diagnostic	https://login.i-ready.com
IXL	Math practice	https://www.ixl.com/
Learning A-Z	RazPlus; Headsprout; Vocabulary A-Z, Science A-Z	https://www.raz-kids.com/
Mathseeds		https://mathseeds.com/
Membean	Middle School Vocabulary	http://membean.com/
Mosa Mack	Science	https://www.mosamack.com/
Newsela	Non-fiction articles	https://newsela.com/
Pebblego	Reference - Animals, Biographies, Science, Social	http://www.pebblego.com/login/

	Studies	
Readingeggs		http://readingeggs.com/
Read, Write And Type (<i>Talking Fingers</i>)	Keyboarding and phonics	https://www.talkingfingers.com/read-write-type/
Reflex Math	Math facts - add, subt, mult, divide (special grant)	https://www.reflexmath.com/
Renaissance Learning	Star Reading; Star Literacy; Grade 3 Reading Proficiency	https://global-zone08.renaissance-go.com/identityservice/sso/signin?signin=059906745defeb3550c3091beeb41eda
ST Math	Mathematical Practices; Conceptual learning	https://web.stmath.com/entrance/go/GRE0S1
StudyIsland	Math Benchmarks	http://www.studyisland.com/
StudyIsland	ELA; Math & Science Practice	http://www.studyisland.com/
Typing Pal	Keyboarding Practice	https://greenhills.typingpal.com
Quill	Writing; Grammar	www.quill.org
WeVideo	Video Editing	See Mr. Mirena
Whoos Reading	Reading/quizzes	https://www.whoosreading.org/
Zearn Math (Free)	K-5 Eureka Math Digital	https://www.zearn.org/

- d. Teachers are available through learning platforms to support students as they complete their assignments. They have incorporated face to face opportunities for groups and for individual students.
- e. Our objective is to support continuous learning. Although task completion will be carefully monitored, grading of assignments and their weight in assigning grades to students will be flexible during any required health related school closure.
- f. There are no English Language Learners attending Green Hills School during the 2019-20 school year.

5. Demographics: **= fewer than 20 students

Green Hills School	Students
Total Population	410
Special Education	40 In-District ** OOD
English Language Learners	**
School Choice	50
Free & Reduced Lunch	24
Homeless	**
Migrant	0
Pre-School	** OOD

6. Special Education and Related Services:

- a. Students with special needs receive the same remote learning opportunities as their general education peers, with accommodations noted in their IEPs. Remote/virtual instruction has been done to implement IEP's for students with disabilities to the greatest extent possible. Platforms used are listed above. Teachers tailor programs, modify instruction, track student participation and progress, and follow-up with and support parents. Case management is done remotely through email, telephone, or online.
- b. All related services are available remotely. Related service providers provide activities/instructions and check-in with children/parents. Some services have been provided over telephone or through online meeting platforms. Services will be provided in a compensatory manner if needed after the school closure has ended.
- c. CST meetings for identification, evaluation planning, eligibility determination and IEP's are held using Google Meets. Method of participation is noted on all paperwork. All paperwork is emailed and mailed. Except for the Social Assessment which is conducted over the phone, all in-person evaluations will be completed when State and County guidelines allow.

7. Student Support Services:

- a. Counseling and nursing services will be made available after the health-related school closure has ended.
- b. There are no English Language Learners served by Green Hills School during the 2019-2020 school year.

8. Summer Programming:

- a. Summer programming is planned for students currently enrolled in the school's supplemental support program. The program will be delivered virtually and focuses on

the reinforcement of reading skills through reading and study of themed literature, following the Leveled Literacy Intervention and Guided Reading programs. The program is funded using Title I funds.

- b. In the event that assessment data reveals that there are additional students where learning loss has been detected and are in need of these supports, they will be offered the same programming.
- c. The district's STEM summer program was planned as on-site. The school plans to move to a virtual platform.
- d. All special education children will be offered Supplemental Services. Extended School Year programming will occur virtually in alignment with individual students' IEPs. Students requiring ESYs in Out of District Placement settings will follow the plans noted in IEPs and created by those out of district schools.

9. Free & Reduced Lunch:

- a. Maschio's, our food service vendor, has a plan in place to service the students eligible for Free & Reduced Lunch for their customers. Students receiving free or reduced price meals will be able to pick up 5 days of lunch at Green Hills School on the first day of school closure. Upon changes to the Federal School lunch program lunches are provided to any student enrolled in the school.
- b. Lunch will be prepared and delivered on the first day of any additional week(s) of closure for pick up by parents. District staff follows the process recommended by the Office of School Preparedness and Emergency Planning.
- c. In the event that the school location is not accessible at any time, an alternate site for lunch pick up will be identified.

10. Extra-Curricular Programs:

All before and after school programs, social trips, field trips, athletic contests, and other extracurricular activities are cancelled during any required health-related school closure.

11. Field Trips & Social Events:

- a. Organizations are already canceling or postponing upcoming trips for schools. We will notify parents of any planned trip that has been cancelled or postponed by any of the organizations with whom arrangements have already been made.
- b. Non-essential trips are subject to being cancelled due to health-related considerations
- c. Parents will be advised not to make down payments on planned social trips and field trips for the remainder of this school year.

12. Attendance:

A student's attendance is recorded through their access to digital platforms.

- a. Attendance calls are received by the school nurse as is our usual procedure in the event that a child is ill and is unable to participate on any given day.
- b. In the event that a student does not participate in lesson activities, teachers and administration follow up with parents to encourage student engagement.
- c. If non-participation involves issues other than academic detachment, other services are provided by our counselor, CST or other services.
- d. Student work and participation are included in decisions regarding the conferral of grades; however it is not our intent to retain K-8th grade students, but rather to support them through the provision of summer and supplemental programming.

13. Communication:

- a. Information is disseminated to families through the Honeywell Alert System, District e-blasts, District website, GHS Facebook and GHS Twitter.
- b. Families were alerted to the planned delayed opening day as well as provided access to the Digital Access Survey on March 10, 2020.
- c. Information is also disseminated regarding best practices for healthy interactions as well as updates from the Department of Health as they relate to schools through our School Nurse's Office.
- d. Information will continue to be disseminated to families through the Honeywell Alert System, district website, and social media (Facebook and Twitter). Following current recommended health protocols, school and district offices will be staffed only by essential employees for critical needs.

14. Disinfection / Sanitation Procedures :

- a. Green Township School District plan outlines the differences between cleaning, disinfecting and sanitizing.
- b. The plan goes on to make note of daily procedures that include a multi-step process to ensure that all frequently touched surfaces (flat surfaces, door knobs, door handles, sinks, facets, toilets, urinals, desks, phones, keyboards, window ledges, hand rails, etc.) are cleaned using these procedures.
- c. Use of ECO "Green Seal" certified cleaners, Critical Care (hospital grade) surface cleaner and Clorox health grade disinfecting wipes.

This plan may require adjustments to be made during its implementation. If revisions become necessary, the revised plan will be resubmitted to the Sussex County Executive Superintendent for review.

ADDENDUM

The following information is required by the New Jersey Department of Education to be added to the original plan. This addendum is revised as of 5/20/2020.

List of Essential Employees by Category	Role of Employee	Duties/Work Stream	How Many Essential Employees per Category	Teachers instruction hours per day via remote learning: 4
Administration	Overseeing school operations	Interacting with staff, students, and community members, handling food and other deliveries and mail.	2 administrators, CST coordinator and 4 support staff on a shared schedule	3-4 days per week approx. 5 hours per day or as needed.
Custodial/Maintenance	Cleaning of building	Cleaning, disinfecting and sanitizing the building, necessary repairs and maintenance	6 personnel on overlapping shifts	Daily approx. 6 hours
Technology	Technology support	Keeping our technology running and assisting with technology issues and breakage.	2 working onsite and/or remotely	As needed
Food Service	Meal service	Delivering meals to school	1 individual from vendor. Handled by administrative office on site.	Delivery only