

**Hope Township School District  
Hope Township, New Jersey**

**REOPENING PLAN  
Released to the public August 3, 2020**



Hope Township School  
320 Johnsonburg Road  
Hope, New Jersey 07844

Updates since the August 3<sup>rd</sup> release identified in yellow highlighter

## Guiding Principles for our Plan

- \*We will strive to maximize learning. Student achievement is always a top priority.
- \*We will make the overall health and safety of the students, staff, and community a top priority. This includes physical, mental, and social-emotional health and well-being.
- \*We will do our best to ensure equitable access for all students, while respecting families that are concerned and/or high risk.
- \*We will communicate in an ongoing and transparent manner.

## Scheduling of Students

### Options for In-School and Virtual Learning for Students

**OPTION #1** - 4 days in person (M. Tu. Th. F.) 8:30am – 1:00pm early dismissal schedule and 1 virtual day a week (W)

**OPTION #2** – 5 virtual days a week (M-F)

### **Key Points:**

- All assignments and activities will be posted in each teachers Google Classroom allowing Option #1 and Option #2 students the same access to lessons, assignments, and materials as an equal and equitable learning method regardless of their choice.
- Students/Families **must commit** to option #1 or option #2 for the first marking period by **August 10<sup>th</sup>**. The school must have time to plan accordingly and stay within safety guidelines and protocols to prepare for the start of instruction in September.
- A digital survey will be sent out to families in the beginning of August where they must select option #1 or #2.  
**\*\*\*\*If a response is not received by August 10th, this population will be recorded as option #2**
- Students may switch to virtual or in person instruction. Students may not change their preference once the school year starts.  
**\*Individual case by case basis will be considered by the Chief School Administrator to switch from option #1 to option #2 once received in writing by the requesting family.**  
**\*Students may switch from option #2 to option #1 no earlier than November 10<sup>th</sup>. The request must be received in writing to**

**the Chief School Administrator by November 3<sup>rd</sup> to be considered.**

- When a student is absent from in person instruction, they may log onto their Google Classrooms, to complete work and to get their assignments. Students are not required to do this but it is an option for them.
  - The student will be marked absent from school due to them being unable to attend. If the reason for them being absent is due to illness or precautionary reasons, the absence will be categorized as an “excused absence” after a note is sent to the main office and the school nurse.
  
- A master scheduling committee will be formed in August. This committee will consist of teachers and administrators. The emphasis of the committee will be placed on the logistics of the schedule building process period by period, limiting movement of students in the building from room to room while following all safety protocols.
  
- In person school day (Option #1):
  - 7 periods – 35 minutes each
  - All specials will be virtual (Art, Music, Technology, World Language/Spanish, STEAM, PE)
    - Students may only have one or two specials a marking period to lighten the load of weekly work/check-ins.
  
- Lunch and outdoor recess will be provided when students are in session and on site.

**Sample Option #1 Schedule grades K-4 (In person)**

8:30-8:45	Student Arrival/Homeroom
Period 1 8:45-9:20	Math
Period 2 9:21-9:56	Reading
Period 3 9:57-10:32	Reading
Period 4 10:33-11:08	Lunch/Recess
Period 5 11:09-11:44	Writing
Period 6 11:45-12:20	Science/Social Studies
Period 7 12:21-12:56	Character Education/SEL/Enrichment
12:57-1:00	Dismissal

**Sample Option #1 Schedule grades 5-8 (In person)**

8:30-8:45	Student Arrival/Homeroom
Period 1 8:45-9:20	Character Education/SEL
Period 2 9:21-9:56	Social Studies
Period 3 9:57-10:32	Math/Algebra
Period 4 10:33-11:08	Lunch/Recess

Period 5 11:09-11:44	Writing
Period 6 11:45-12:20	Science
Period 7 12:21-12:56	Reading
12:57-1:00	Dismissal

### Sample Option #2 Schedule (Virtual)

<b>AM</b>	Students participate in instruction offered by the teacher(s) that guides them through lessons and assignments posted by each teacher in Google Classroom. Students will access links and prerecorded videos as applicable. * Video lessons will be generated by the teacher as necessary.*
<b>PM</b>	Students participate in virtual instruction and schedule appointments to interact with teachers virtually as needed.

### General Health and Safety Guidelines

#### Social Distancing of Staff and Students

-Students and staff will remain 6 feet apart in the classroom

#### Masks for Staff and Students

-Students and staff will be required to wear masks and are encouraged to provide their own that they are comfortable with. Masks will be provided for those who need them.

-Accommodations will be made for those who cannot wear masks for certain medical or other conditions that preclude the use of face coverings.

#### **Note:**

-Masks must be worn.

-Parents/Guardians are encouraged to be alert to signs of illness in their children and keep sick students home.

-We will strive to create as much physical distancing as possible in classrooms, hallways, and other spaces.

-We will add measures and additional time during the day to allow for handwashing, snacks, etc.

-Reasonable accommodations will be provided for individuals that the CDC identifies as having a higher risk for severe illness from COVID-19, including older adults (aged 65

years and older) and individuals with disabilities or serious underlying medical conditions.

-Communication will be established and maintained with local and State authorities to determine current mitigation levels in the community.

-To ensure that all students have access to technology, parents/guardians may request a device to use at their home. Parents will be required to sign the “Student Computing Device Issue Agreement Form.”

## **Facilities Cleaning Practices**

1. Custodial cleaning time will be maximized

2. A schedule has been developed for increased, routine cleaning and disinfection.

Examples of frequently touched areas in school that will be routinely cleaned:

-Classroom desks and chairs

-Lunchroom tables and chairs

-Door handles and push plates

-Handrails

-Kitchens and bathrooms

-Light switches

-Handles on equipment

-Buttons on vending machines and elevators

-Shared telephones

-Shared computer keyboards (We do not plan on students sharing devices)

-Drinking fountains (Will be closed other than the two non-touch bottle filling stations with filtered water)

-Sanitize bathrooms as much as possible, using protocols outlined by the Environmental Protection Agency (EPA).

3. To limit crowds in the bathroom the school will limit the number of students who can enter the bathrooms to no more than two students at a time. There will be a designated bathroom/hallway monitor(s).

4. Bathroom doors propped open to limit contact

5. The drinking fountains will be disabled other than the two non-touch bottle filling stations with filtered water.

6. Hand sanitizer will be made available throughout the building and outside of each classroom, bathroom and office. Non-touch hand sanitizer dispensers have been installed.

7. A schedule for routine cleaning and disinfecting of furniture has been developed with the custodial staff.

8. EPA approved disposable wipes will be available to all staff to clean commonly used surfaces such as keyboards, desks, and remote controls before use.

9. The district will ensure adequate supplies to support cleaning and disinfection practices.

10. An electrostatic spray system will be utilized by the custodial staff

### **Classrooms, Testing and Therapy Rooms**

-We will allow for social distancing within the classroom to the maximum extent practicable. This will be achieved by ensuring students are seated at least six feet apart.

-Masks will be required for students, and masks are always required for visitors and staff unless it will inhibit the individual's health.

- Enforcing the use of masks may be impractical for young children or individuals with disabilities.

- Use of shared objects will be limited and discouraged.

- We will have adequate ventilation, including operational heating and ventilation systems. Recirculated air will have a fresh air component and windows will be opened as applicable.

- Non-Touch hand sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol) will be placed throughout the building.

-Students/Staff will be required to wash their hands for at least twenty seconds at regular intervals during the school day and always before eating, after using the bathroom, and after blowing their nose, coughing, and/or sneezing.

### **Transportation**

-Every school bus will be cleaned and disinfected before and after each bus route.

- We will work with our contracted transportation provider to ensure that all rules and regulations are followed in accordance with the Department of Transportation and the Department of Health

-When social distancing is unable to be maintained on the bus, a face covering must be worn by all students who are able to do so upon entering the bus.

-Siblings will be seated together.

-We anticipate that social distancing will be achievable due to students choosing not to ride the bus and the Option #2 population.

-Accommodations for students who are unable to wear a face covering will be addressed according to that student's particular need and in accordance with all applicable laws and regulations.

### **Student Flow, Entry, Exit, and Common Areas**

-Physical guides such as tape on floors and signage will be used to serve as a reminder to maintain social distancing during student arrival/departure, and while in lines when moving through the hallways/common areas.

-Entry into the building will require a temperature/visual check. Anyone with a temperature of 100.4 or higher will be quarantined and sent home.

-Two entry points will be used during student arrival that include the bus loop doors and the student drop off door. The same two doors will be used to exit the building at dismissal.

-Students will enter and be dismissed from the building in small groups.

-The use of common areas in the building will be limited to times when social distancing can be maintained and students are supervised such as related services, lunch and recess.

### **Screening, PPE, and Response to Students and Staff Presenting Symptoms**

-Staff will visually check students for symptoms upon arrival (which may include temperature checks) and confirm with families that students are free of COVID-19 symptoms.

-Contactless thermometers will be used to check individual's temperatures.

-Health checks will be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.

- Results will be documented by the school nurse when signs/symptoms of COVID-19 are observed.

-Students and staff with symptoms related to COVID-19 will be safely and respectfully isolated from others.

-If the school becomes aware that an individual who has spent time in a district facility tests positive for COVID-19, officials will immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality. The district will work in conjunction with the Warren County Department of Health.

-PPE equipment such as masks and gloves are currently on hand and additional supplies have been ordered in abundance for staff and students.

### **Contact Tracing**

-As per the county superintendent's office, Warren County Health Department will conduct contact tracing.

### **Meals**

School meals are critical to student health and well-being, especially for low-income students. The district as well as the NJDOE considers it a moral imperative to ensure the seamless and continuous feeding of students during all phases of school reopening.

-Lunch times will be separated into four separate groupings to allow for social distancing and to clean and disinfect between groups.

-Family style, self-service, and buffet options will be discontinued.

-Tables/surfaces will be cleaned and sanitized between each meal service, pursuant to the protocols outlined by the EPA.

-Students will be spaced at least six feet apart.

-Individuals will be required to wash their hands after removing their gloves or after directly handling used food service items.

### **Recess / Physical Education**

Recess sections will be separated into four separate groupings to allow for social distancing.

-There will be at least six feet of open space between multiple grade groups.

-The use of cones, flags, tape, or other signs will be used to create boundaries between groups.

-Individuals will wash hands immediately after outdoor activity.

-Playground equipment used by students will be disinfected frequently.

-An inventory of outdoor spaces (outdoor classroom, green spaces, open space, and local fields) will be noted to ensure separation among students.



-We will mitigate risk, limit and/or eliminate direct contact with equipment (lessons with no equipment), and will discourage the sharing of equipment. If equipment must be shared, the equipment will be cleaned and disinfected between each use.

-Specific areas for each class during recess will be designated.

### **Field Trips, Extra Curricular Activities, and Use of Facilities Outside of School Hours**

-Currently field trips are not being planned.

-External community organizations will not be permitted to use the interior of the school building until further notice once the school year begins.

-Visitor access will be greatly restricted until further notice. Symptomatic individuals will not be permitted to enter the building.

- A visitor is classified as a non-student or non-staff member

### **Academic, Social, and Behavioral Supports**

Social Emotional Learning (SEL) and School Culture and Climate

-SEL will be critical in re-engaging students, supporting adults, rebuilding relationships, and creating a foundation for academic learning. A strong emphasis is currently being developed for implementation for the start of the school year especially during the first two weeks of school and beyond.

Multi-Tiered Systems of Support (MTSS)

-MTSS is a systematic approach to prevention, intervention, and enrichment for academics and behavior that offers educators and families a mechanism to identify individual students who need extra support. A strong emphasis is currently being developed for implementation for the start of the school year especially during the first two weeks of school and beyond.

Wraparound Supports

-Wraparound services differ from traditional school-based services in their comprehensive approach to addressing the academic, behavioral, and social-emotional needs of students with interventions both inside and outside of the school environment. A strong emphasis is currently being developed for implementation for the start of the school year especially during the first two weeks of school and beyond.

Child Care

Child care will be offered before and after school hours, on site by an outside agency. It is understood that our modified school schedule may increase the likelihood that

families who otherwise would not utilize child care will now require it. Child care will be offered on days that school is in session.

### **Staffing**

-We will consider access and equity for all staff to ensure continuity of student learning.

-We will consider the unique needs of each staff member, such as access to technology, social and emotional health, and child care concerns.

-We will comply with all applicable employment laws including, but not limited to, the American Disabilities Act (ADA) and Health Insurance Portability and Accountability Act (HIPAA), and all applicable State laws.

-Roles and responsibilities of school administrators, teachers, instructional assistants, educational services professionals, and student teachers will ensure continuity of learning and leverage existing resources and personnel to maximize student success.

### **Restart Committee**

<u>K. Newman</u>	<u>T. Ritchie</u>	<u>R. Bigelli</u>	<u>D. Huff</u>	<u>J. DeYong</u>	
<u>A. Beatty</u>	<u>L. Chamberlain</u>	<u>L. Williams</u>	<u>C. Trotter</u>	<u>B. Grennan</u>	
<u>T. Green</u>	<u>K. Phillips</u>	<u>A. Caputo</u>	<u>K. Patrick</u>	<u>S. Rockenfeller</u>	
<u>M. Gecek</u>	<u>M. Weigly</u>	<u>S. Martino</u>	<u>J. Thomas</u>	<u>J. Kruk</u>	
<u>E. Maza</u>	<u>C. Campbell</u>	<u>P. Marino</u>	<u>D. Whitbeck</u>	<u>J. Smith</u>	
<u>D. Paluso</u>	<u>C. Wilson</u>	<u>H. Wilson</u>	<u>L. Motyka</u>	<u>N. Motyka</u>	<u>C. Leese</u>

Meetings with stakeholders were held virtually on July 7, 14, 21 and 28 2020

### **Pandemic Response Team (PRT)**

<u>K. Newman</u>	<u>T. Ritchie</u>	<u>L. Williams</u>	<u>R. Bigelli</u>	<u>M. Weigly</u>
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Meetings were held virtually on July 13, 20 and 27 2020

BOE Approved July 28, 2020