

Upper Township School District
“Road Forward”
Re-Opening Plan 2021-2022
Yellow Status
(Updated March 1, 2022)

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Mission Statement

The Upper Township School District has developed a comprehensive re-opening plan for the 2021-2022 school year that satisfies and ensures compliance with the anticipated minimum standards detailed in the NJDOE's The Road Forward. Once approved, this plan will be posted on the district website and will remain accessible to the public for the duration of the school year.

District Demographic Profile: (2019-2020 School Year)

Enrollment:	1446 students
% Female Students:	48
% Male Students:	52
% Economically Disadvantaged:	13
% Students with Disabilities:	16
% English Learners:	1
% Homeless Students:	1
% Students in Foster Care:	1
% White:	93
% Hispanic:	3
% African American:	2
% Other:	2
% Two or More Races:	3

Re-opening Committee Information (2020-2021)

1. 252 Applicants
2. 113 Committee Members selected from EVERY stakeholder group
3. 13 Sub-Committees
4. Timeline of Work:
 - a. July 1-20: Committee prep/work sessions.
 - b. July 21-27: Admin discusses survey results, reviews frameworks.
 - c. July 23: Committee summaries sent to committee members.
 - d. July 23-26: Second survey sent to stakeholders.
 - e. July 25: BOE receives framework and summaries.
 - f. July 27: Admin reviews framework, new results, makes edits.
 - g. July 27: BOE Meeting (6PM), official adoption of framework.
 - h. July 28: Superintendent communicates framework to public.
 - i. Aug 3: Final Option communicated to the public.
 - j. August 3-31: Admin creates schedules/protocols/procedures.
 - k. August 17: NJDOE, BOE approves the official plan.

Model of Instruction Offered 9/7/21 through 6/30/22

5 Full-Days of In-Person Learning

Grades PK-8 (masks)

3 ft Social Distancing for Lunch

Minimum of 1-3 ft Social Distancing (in classes)

ALL other existing safety protocols and procedures in place

Re-Opening Planning

1. 2021-2022 School Year:

- a. All students will attend In-Person school for 180 days in accordance with N.J.S.A.18A:7F-9 (or remote school ONLY if and when schools are required to shut down).

2. Full-time Remote Learning Services (If needed and when permissible):

- a. Policies have been modified to ensure that students are provided with full-time remote learning services and in accordance with NJDOE guidelines.

3. Instructional Contact Time (N.J.A.C. 6A:32-8.3):

- a. Regardless of the option for learning, ALL STUDENTS in Grades PK-8 will be provided with at least 4 (four) Hours of active instructional contact time per day.
- b. Active instructional contact time will include a combination of **(if needed and when permissible)**:
 - i. In-Person Instruction.
 - ii. Synchronous Remote Instruction.
 - iii. Asynchronous Remote Instruction.
 - iv. Pre-recorded Remote Instruction.
 - v. Live Remote Instruction (Zoom).
 - vi. Independent Study/Reading/Practice.
- c. Teachers will wait up to 72 hours for symptomatic students/external close contacts of symptomatic people to produce a negative test before putting together any missed work or assignments. Confirmed positives will start makeup work immediately.
- d. Once confirmed, the teacher works directly with families. All communication will be between the staff member and family.
- e. Whatever arrangements are made between the staff member and family will be acceptable. Once scheduled, students must have access to resources/materials/assignments in whatever form is practical for the age of the students.
- f. For all intents and purposes, teachers are to treat these situations as they do for students who miss school with the flu or a medical injury.

- g. **IF** a building or school is closed due to COVID-19, **THEN**, we will replicate “remote” instruction as we did last year or in some similar format.
- h. Middle School Instruction
 - i. Work will be sent home via Google Classroom (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - ii. Devices will be sent home, whenever needed.
 - iii. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.
- i. ES Instruction
 - i. Work will be sent home via Google Classroom (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - ii. Devices will be sent home, whenever needed.
 - iii. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.
- j. PS Instruction
 - i. Work will be sent home via SeeSaw (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - ii. Devices will be sent home, whenever needed.
 - iii. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.

4. Transition Between Modes of Instruction:

- a. Regardless of the option that will be in effect on the first day of school staff, students, and parents, will be ready to immediately transition into the needed and permissible models of instruction.

5. Pandemic Response Teams:

- a. In addition to the Re-opening Committee, Pandemic Response Teams have been created and will assist in the implementation of the overall plan.

- b. Primary School Pandemic Response Team**

Principal: Jamie Gillespie
Preschool: Courtney Smith
Kindergarten: Jennifer Garwood
First Grade: Brianna LaCasse
Second Grade: Michelle Inserra
CST Member: Jill Clark
Counselor: Kathy Weatherby
Director of C&I: TBD
Nurse: Nicole Steelman
Safety Personnel: Allen Matthews
Custodian: Steven Tirado
Parents: Gina Johnson, Erika Kelley, Michele Barbieri

- c. Elementary School Pandemic Response Team**

Principal: Andrea Urbano
Third Grade: Joyce O'Reilly
Fourth Grade: Debbie Krzyk
Fifth Grade: Kate Bender
CST Member: Dia Bell
Counselor: Meredith Swanner
Director of C&I: TBD
Nurse: VeAnn Nichols
Safety Personnel: Allen Matthews
Custodian: Cheryl Wrigley
Parents: Kristina Evans, Erika Kelley, Michele Barbieri

- d. Middle School Pandemic Response Team**

Principal: Jeff Leek
Sixth Grade: Chris Ragan
Seventh Grade: Karen Volpe
Eighth Grade: Todd Thornton
CST Member: Beth Leap
Counselor: Tracey LeFever
Director of C&I: TBD
Nurse: Michelle Johnson
Safety Personnel: Allen Matthews
Custodian: Brenda Demarest
Parents: Mary Cash, Erika Kelley, Michele Barbieri

CONDITIONS FOR LEARNING

General Health and Safety

- 1. ANY staff member or student identified as having a higher risk for severe illness from COVID-19 has been provided the following accommodations:**
 - a. Access to additional PPE of their choice.
 - b. Access to isolated sections of the building.

Classrooms, Testing, and Therapy Rooms

- 1. Students will be seated at least 1-3 feet apart within all classrooms.**
- 2. Other Instructional/Non-instructional rooms will comply with social distancing standards to the greatest extent practicable:**
 - a. PK students will nap feet-to-feet (when possible).
 - b. ALL student desks will be facing the same direction.
 - c. OT/PT/Speech will have additional PPE available for students and staff.
- 3. Limited Use of Shared Objects:**
 - a. The sharing of items between students will be limited as much as possible.
 - b. Once a student (or 2 students) are finished with that item, the shared item will be disinfected or is placed out of circulation (when possible).
 - c. Night custodians will disinfect any equipment and make it available for future use.
- 4. Indoor Facilities/HVAC:**
 - a. ALL indoor facilities are in compliance with DOH/EPA/NJDOE rules and regulations.
 - b. The District uses Brookaire high-efficiency quilted filters that are changed on at least a quarterly basis.
 - c. HVAC systems operate with 20% outside air exchange unless the temperatures are cooler; systems can tolerate up to 100%.

- d. Daily readings are made for each unit and visual inspections on all parts are conducted at least once a week.
- e. All District buildings are climate-controlled and can be monitored on campus or remotely.

5. Hand-Sanitizing Stations:

- a. ALL classrooms will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.
- b. ALL main offices, common entrances and exits will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.
- c. ALL nurse's offices, cafeterias, bathrooms and large common areas will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.
- d. ALL bus drivers and riders will have access to alcohol-based hand sanitizers that meet all DOH/CDC/NJDOE codes and percentages.

6. Hand-Washing Stations:

- a. ALL PK-2 classrooms contain hand-washing stations that include soap, water, and/or alcohol-based solutions.
- b. ALL bathrooms, gyms, cafeterias, science labs, and art rooms have handwashing stations that contain soap, water, and/or alcohol-based solutions.
- c. ALL students will wash their hands BEFORE AND AFTER:
 - i. Lunch/Snack/Recess.
 - ii. Gym/Specials (when necessary).
 - iii. Working with manipulatives, microscopes, or other equipment.
 - iv. Switching room (when applicable).
- d. Student schedules will contain designated, supervised, hand-washing or sanitizing breaks.

7. Regular Hand-Washing:

- a. ALL students will wash their hands AFTER:
 - i. Using the restroom.
 - ii. Blowing their noses.

- iii. Coughing or sneezing.
- b. Working with manipulatives, microscopes, or other equipment.
- c. Appropriate signage encouraging hand-washing and hand-sanitizing will be strategically placed throughout each building.

Transportation

Students, drivers and other riders have the option to wear face coverings while on any bus or other District-owned vehicle.

1. Maintaining Social Distancing (to the greatest extent possible):

- a. Bus pick-ups/drop offs will be staggered to limit large gatherings.
- b. 1st student on the bus will be assigned the back seat: the last student on the bus will be assigned the front seat.
- c. When exiting the bus, students seating in front will depart off the bus first.
- d. During parent pick-up, NO adults will be allowed entry into the building; parents and staff will use KidAccount to match students with families.
- e. PPE will be available to any student or driver in need.
- f. Appropriate signage encouraging hand-sanitizing will be strategically placed on the bus.

2. Best Practices for Cleaning/Disinfecting:

- a. ALL buses and District-owned vehicles will be deep-cleaned after the last run or at night.
- b. ALL buses and District-owned vehicles will be sprayed/wiped after every run when possible.
- c. ALL cleaning supplies and products will meet all DOH/CDC/NJDOE codes and percentages.

Student Flow, Entry, Exit and Common Areas

1. Policies have been modified to include the process and locations of health screenings:

- a. Before the beginning of the new school year, ALL parents or guardians will acknowledge and sign-off on, for each child, the annual COVID-19 Statement of Assurance. If a child presents ANY symptom, he or she will not be permitted to ride the bus or enter school without the proper medical attention and clearance.
- b. Before the beginning of the new school year, ALL staff will acknowledge and sign-off on the annual COVID-19 Statement of Assurance. If a staff member presents ANY symptom, he or she will not be permitted to ride the bus or enter school without the proper medical attention and clearance.
- c. By way of survey, the District has identified those families in need of a thermometer or any additional assistance.
- d. If upon arrival a child is not feeling well, that child will be immediately screened for COVID-19 in the designated, isolated location; with the appropriate communication to involved parties to immediately follow.

2. Physical Guides/Markings for Social Distancing:

- a. ALL student desks will be marked and maintain at least 1-3 feet from all other desks or tables to the greatest extent possible.
- b. Appropriate signage encouraging social distancing will be strategically placed throughout each building.
- c. Students will eat in the café, other large spaces, and outside while remaining at least 3 feet apart from others to the greatest extent possible.
- d. Students will be grouped and remain in groups for as much of the school day as possible.
- e. Student gatherings at carpet areas should be kept to a minimum and maintain 1-3 feet of social distancing to the greatest extent possible.
- f. The use of gym lockers is not permitted (MS hallway lockers will be utilized on a limited basis).
- g. One-Direction hallways will be utilized and marked wherever and whenever possible.
- h. Students will be dismissed in a manner that allows for social distancing whenever possible.

Screening, PPE, and Response to Students/Staff Presenting Symptoms

- 1. ALL students, staff and visitors are permitted to wear face coverings during the school day and at any school event.**
- 2. Policies and procedures for symptomatic students and staff include:**
 - a. The Cape May County Department of Health, appropriate staff and families will be immediately notified in the event that an individual tests positive for COVID-19. Such communication will be memorialized and available for future reference and/or contact tracing.
 - b. If a student or staff member presents any symptoms of COVID-19 while at school, they will be escorted to one of the supervised isolation rooms and properly cared for until transportation has been secured.
 - c. Once a student or staff member arrives to school symptom free, they will follow normal protocols for monitoring any signs of sickness. If a person is presenting any symptom associated with COVID-19, the related protocols are immediately enacted.
 - d. Parent Support and Assistance for Monitoring:
 - (1) Before the beginning of the new school year, ALL parents or guardians will acknowledge and sign-off on, for each child, the annual COVID-19 Statement of Assurance. If a child presents ANY symptom, he or she will not be permitted to ride the bus or enter school without the proper medical attention and clearance.

Contact Tracing

- 1. While the District is no longer performing contact tracing as defined by the CDC, the following protocols will remain in place:**
 - a. If a child tests positive, identified students less than 3 feet apart from that child will be notified:
 - i. If the identified student does not have symptoms, quarantine is OPTIONAL.
 - b. For identified students without symptoms, parents or guardians can keep students home during Days 1-10 and students will be treated as we do for required isolations (no penalties).

Facilities Cleaning Practices

- 1. In addition to existing cleaning and preventative maintenance protocols and procedures, the following actions will be in effect to mitigate the spread of infection:**
 - a. PPE will be available to ALL staff and students.
 - b. ALL classrooms, gathering spaces and main offices will have hand-sanitizing stations and/or sinks for hand-washing.
 - c. Daily, routine cleaning/disinfecting of high-contact surfaces will remain compliant with CDC guidelines.
 - d. Hallway bathrooms will be monitored/cleaned on an hourly basis.
 - e. Playground equipment will be monitored/cleaned on an hourly basis.
 - f. ALL classrooms will be deep-cleaned and disinfected once staff and students have left the building.
 - g. HVAC systems have been configured to maximize the reduction of cross-contamination and will be monitored throughout the day/evening.
 - h. ALL cafeterias and eating spaces will be disinfected after every scheduled lunch and before the next session begins.

Meals

- 1. Scheduled lunches in the cafeterias and other large areas where ALL students will be at least 3 feet apart (to the greatest extent possible) from others will be staggered to allow enough time to properly clean between sessions.**
- 2. Students will be able to order Virtual/Remote Learning meals online (when applicable) through our school website: www.upperschools.org. Any student requesting meals will receive 5 days of breakfast and lunch on Wednesdays. If required, transportation arrangements will be scheduled.**
- 3. ALL meals will be of the grab-n-go variety. Family style, self and buffet services have been discontinued.**
- 4. ALL students will be at least 3 feet apart from others when eating or drinking to the greatest extent possible.**

- 5. ALL students will wash/sanitize hands BEFORE and AFTER:**
 - a. Lunch/Recess.
 - b. Scheduled snack time.
- 6. Other protocols to mitigate the risk of infection:**
 - a. NO food in the classrooms as a general rule.
 - b. Use other large areas/outdoors when possible.
 - c. Possible parent volunteers to assist in supervision.
 - d. Additional staff will be available to assist in cleaning/transitions.
 - e. NO in-class celebrations/parties with food as a general rule.
 - f. NO food sharing.

Recess/Physical Education/Music/Choir

- 1. Scheduled recess, other outdoor activities and music/choir classes will be staggered to allow enough time to properly clean between sessions (when possible):**
 - a. Appropriate signage, tape, flags, and cones will be utilized to maintain social distancing whenever possible.
 - b. Playground equipment will be monitored/cleaned on an hourly basis (when possible).
- 2. ALL students will wash/sanitize hands AFTER:**
 - a. Recess.
 - b. PE class or outdoor playtime.
 - c. Before or after using an instrument or microphone.
- 3. Scheduled playground time and other outdoor activities will be staggered to allow enough time to properly clean between sessions and maintain social distancing whenever possible.**
- 4. Staff and students are NOT permitted to use gym lockers.**

5. Sharing of equipment will be minimized:

- a. The sharing of items between students will be limited as much as possible.
- b. Once a student (or 2 students) are finished with that item, the shared item will be disinfected or is placed out of circulation to the greatest extent possible.
- c. Night custodians will disinfect any equipment and make it available for future use.

6. Specific Areas for Students

- a. When possible, each cohort of students will travel and remain together.
- b. When possible, specific cohorts of students will NOT be occupying the same space, at the same time, as another cohort (except for lunch).

Extra-curricular Activities and Use of Facilities Outside School Hours

1. Students participating in extra-curricular activities will adhere to the following:

- a. Face coverings may be worn at any time.
- b. Social distancing will occur as much as possible.
- c. Groups and clubs will meet in larger areas that allow for more social distancing to the greatest extent possible.
- d. When necessary, students will wash/sanitize hands before and after an activity.
- e. During the pandemic, field trips will be scheduled and modified to the greatest extent possible..

2. Use of facilities by outside organizations:

- a. The use of District facilities by outside organizations will be limited during the pandemic.
- b. ANY outside organization using District facilities will adhere to, and sign-off on, ALL protocols and procedures designed to mitigate the risk of infection.

Social Emotional Learning

1. To coincide with the protection of physical health and safety, the following actions address how the District will support the social and emotional needs of our staff and students:

- a. During the first two in-service days (all before the official start of school), meaningful opportunities will be scheduled for staff, students and parents to receive vital information, supplies, PPE, and support.
- b. In the beginning of the school year, guidance counselors and other certified staff will initiate contact and schedule regular “check-ins” with students and staff in need of assistance. As a result of those interactions, additional counseling services will be scheduled as needed.
- c. In the beginning of the school year, staff will spend quality time with students in reviewing the new protocols and procedures that will be associated with the 2021-2022 school year.
- d. Parents and guardians will be encouraged to review the information at home and immediately inform school officials if they witness any child experiencing a sign of social or emotional stress.
- e. Teachers will share age-appropriate literature, videos, media and/or social stories with students to reduce student anxiety and feelings of isolation.
- f. Classroom and/or building-level reward systems will be initiated to assist students in their transitions back to school.
- g. Amygdala stations, sensory paths, calming corners, and the like will be created and maintained whenever possible to assist students in their transitions back to school.
- h. Throughout the entire school year, our Resiliency Team will actively support all services and activities and will continue to become educated with contemporary paradigms and research-based pedagogies.
- i. Information on available community services (food banks, counseling, Perform Care, medical care, etc.) will be provided and accessible on the District website.
- j. Information on available community services (food banks, counseling, Perform Care, medical care, etc.) will be provided and accessible on the District website.

Multi-Tiered Systems of Support (MTSS)

- 1. To coincide with the protection of the Physical, Emotional and Social health (PES) of our staff and students, the following actions address how the District will continue to support their academic needs:**
 - a. I&RS (Intervention and Referral Services)
 - i. Expectations that best address behavior issues.
 - ii. Instructional activities targeted to address the learning gaps created from COVID-19.
 - b. Basic Skills Instruction
 - i. Improve the consistency of the monitoring and communication of academic progress.
 - ii. Increase access to manipulatives.
 - iii. Use of larger spaces, more 1:1 and small group targeted instruction.
 - iv. Reassignment of teachers to reduce overall class size.
 - c. Gifted and Talented
 - i. Students will participate in similar projects and activities.
 - ii. Additional assignments and programs will be implemented to reduce the level of boredom for remote learners.

Wraparound Supports

- 1. To coincide with the school-based services, wraparound services help to better address the academic, behavioral, and social-emotional needs of our students. To that end:**
 - a. Increased communication with wraparound services will be actualized and allow for better coordination and economies of scale; ultimately improving access to the available academic, behavioral, social, and health services.

Food Service and Distribution

- 1. ALL meals will remain in compliance with the regulations set forth by the Departments of Agriculture and Health.**
- 2. Lunch and breakfast will continue to be available for ALL students.**

Quality Child Care

- 1. To further assist our families during the pandemic, the following actions address how the District will continue to support child care challenges:**
 - a. KEYS (before/aftercare program) WILL be in operation five days a week.**
 - i. AM KEYS will operate from 7 - 9 AM.**
 - ii. PM KEYS will operate from 3:45 – 5:30 PM.**
 - iii. Activities will occur in the larger spaces of the building that allows more opportunities for social distancing.**
 - iv. Activities will be planned outdoors as much as possible.**
 - v. Staff/students may wear face coverings while in KEYS.**

LEADERSHIP AND PLANNING

Scheduling

- 1. The UTSD will return to school on September 7, 2021.**
- 2. During in-person learning, cohorts of students will remain together and move as a single unit to mitigate the risk of infection to the greatest extent possible.**
- 3. Class sizes for in-person learning will range from 18-24 students, with the use of face coverings and maintaining social distancing as much as humanly possible (minimum 1-3 ft).**
- 4. Daily attendance will be taken and recorded for ALL cohorts.**
- 5. Students testing positive for COVID-19 or in self-isolation protocol will be able to continue their education remotely before returning to in-person school.**

Staffing

1. In order for schools to open under any conditions, the following modifications have been made regarding staffing:

- a. ALL staff will be provided with the necessary PPE and supplies.
- b. ALL staff will receive 2 days of in-service, prior to the official start of school, to achieve the following:
 - i. Receive updated information regarding the 2021-2022 school year.
 - ii. Participate in mandatory PD and training.
 - iii. Classroom set-ups.
 - iv. Receive any necessary PPE, technology, or materials.

POLICY AND FUNDING

Purchasing

- 1. In order to reap the benefits of economies of scale and bulk purchasing, the District has partnered with many vendors who possess state contracts and/or participate in purchasing consortiums to provide the lowest possible pricing.**
- 2. The COVID-19 pandemic has created additional financial burden in the following areas of operations:**
 - a. Instruction.
 - b. Special Education and Related Student Services.
 - c. Facilities.
 - d. Cleaning Supplies and Equipment.
 - e. Staffing.
 - f. Technology.
 - g. Transportation.
- 3. In order to return to school in a safe and healthy manner, the following items were purchased as a direct result of the COVID-19 Pandemic:**
 - a. Cloth and disposable masks for staff and students.

- b. Face shields.
- c. Disposable gloves.
- d. Touchless thermometers.
- e. Hand-sanitizing stations and solutions.
- f. Hand-washing stations and solutions.
- g. Cleaning/Disinfecting equipment, supplies and materials.
- h. Signage:
 - i. Names of teachers/rooms.
 - ii. Social Distancing.
 - iii. Hand-washing.
 - iv. Face coverings.
 - v. Traffic flow.

Use of Reserve Accounts, Transfers, and Cashflow

1. The UTSD is considering the use of Reserve Accounts, Transfers, and Cash flow to meet the unanticipated expenses associated with COVID-19.
2. Before ANY withdrawal is made, ALL proper approvals from the Commissioner and/or NJDOE will be received and memorialized.

Costs and Contracting

1. The UTSD will explore all options for participating in the Federal E-Rate program and/or other cooperative contracts available from the State of the New Jersey, NJSBA and various County programs.

Elementary and Secondary School Emergency Relief Fund

1. To ease the financial burden on schools, the NJDOE has leveraged existing and pending federal and state legislation, regulations, and guidance to predict the potential impact on districts and provide targeted assistance. Resources that may be available to schools include:
 - a. The Federal “Coronavirus Aid, Relief, and Economic Security” (CARES) Act.

- b. The Elementary and Secondary School Emergency Relief (ESSER) Fund.
 - c. The Federal Emergency Management Agency (FEMA).
2. **The UTSD has been awarded CARES money that will be used to purchase hardware, software, PPE and/or additional cleaning supplies.**
 3. **The UTSD made application to FEMA for potential, qualified financial reimbursements.**

State School Aid

1. **The UTSD continues to lose State Aid that will ultimately reconfigure the District over the next three (3) years.**

Policy

1. **Policy 1648.11 The Road Forward COVID-19: Health and Safety (page 23):**

Continuity of Learning

Special Education and Related Services

1. **To further assist our special education population, the following actions address how the District will continue to support their educational needs:**
 - a. Necessary evaluations and levels of risk/needs will be prioritized during the pandemic.
 - b. In-person delivery of services will occur when possible.
 - c. Accommodations will be made for at-risk students not able to wear face coverings.
 - d. Plexiglass dividers may be utilized for the delivery of Speech/PT/OT.
 - e. Cleaning time for materials will occur OUTSIDE of instructional minutes.
 - f. All necessary PPE and signage will be available.
 - g. A better balance between instructional time and intervention will be scheduled and implemented.

- h. When necessary, virtual benchmarks will be administered and evaluated.
- k. Information on available community services (food banks, counseling, Perform Care, medical care, etc.) will be provided and accessible on the District website.

Digital Divide: Technology and Connectivity

- 1. Regardless of option, ALL STUDENTS will receive a district-owned device/charger/bag to be used for the entire 2021-2022 school year:**
 - a. By way of survey, the District identified those families in need of connectivity and/or devices and accessories.
 - b. The District will provide district-owned devices to ALL students.
 - c. The District has partnered with Comcast to ensure that all internet and WIFI services will be operational for the entire 2021-2022 school year.
 - d. To ensure that all devices and remote services remain operational for the entire 2021-2022 school year, teachers and District Technicians will monitor and troubleshoot issues on a daily basis.
 - e. By way of survey, the District identified those families in need of connectivity and/or devices and accessories.

Curriculum, Instruction, and Assessments

- 1. Regardless of option, ALL STUDENTS will receive a robust, high-quality education that is based in equity, standards and research-based instruction that includes:**
 - a. Plans for Full In-Person/Full Virtual (if necessary and permissible) Instruction.
 - b. Parent orientations/trainings.
 - c. Student orientations/trainings.
 - d. Best practices for remote learning.
 - e. Equity in homework/assignments/grading.
 - f. Strategies for filling in the gaps due to COVID-19.
 - g. Social/Emotional learning.

- h. Synchronous and Asynchronous learning opportunities.

Professional Learning

1. **The following measures will be put into effect and addressed during the 2021-2022 school year to promote the advancement of our teachers and their instructional practices:**
 - a. Teachers will have options to select various professional development opportunities.
 - b. PLCs will be scheduled for Zooms (if necessary and permissible).
 - c. A regular calendar of meetings will be scheduled.
 - d. Trainings will be available regarding online instruction.
 - e. Access will be given to rooms during remote instruction.
 - f. PD to support Physical/Emotional/Social health needs of staff and students will be scheduled.

Career and Technical Education (CTE)

1. **Opportunities for career and technical education will be maintained for students, staff and families.**

Policy 1648.11: THE ROAD FORWARD COVID-19
(HEALTH AND SAFETY)

The Board of Education plans to provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. In June 2021, the New Jersey Department of Health (NJDOH) and the New Jersey Department of Education (NJDOE) worked collaboratively to develop guidance, The Road Forward – Health and Safety Guidance for the 2021-2022 School Year (The Road Forward).

The Road Forward replaces the mandatory anticipated minimum standards outlined in the NJDOE’s “The Road Back – Restart and Recovery Plan for Education” (June 2020) and provides a range of recommendations rather than mandatory standards. These recommendations are meant to assist school districts in implementing protocols to reduce risks to students and staff from COVID-19 while still allowing for full-time learning.

The Board considered many factors as they prepared for the 2021-2022 school year, including the level of COVID-19 transmission as well as vaccination coverage rates in both the community at large and the school community.

For the purpose of this Policy, “Order” shall mean any Governor of New Jersey Executive Order, New Jersey State Agency mandate, Centers for Disease Control and Prevention (CDC) guidance, New Jersey statute, or administrative code requiring compliance by the school district.

The Board considered the recommendations outlined in The Road Forward to develop health and safety protocols. The Board will consider all recommended Orders and comply with all mandatory Orders when developing health and safety protocols and reviewing them periodically.

The Board considered the recommendations outlined in The Road Forward to develop the school district’s COVID-19 protocols in the following areas and included in corresponding Appendices.

The absence of one or more of the recommendations outlined in The Road Forward and/or in the school district’s health and safety protocols will not prevent the reopening of the school(s) in the district for full-day in-person operation with all enrolled students and staff members present.

Pursuant to N.J.S.A. 18A:7F-9, schools must be in session for 180 days to receive State Aid. The statute requires that school facilities be provided for at least 180 days during the school year. N.J.S.A. 18A:7F-9(b) indicates when a school district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count toward the school district’s 180-day requirement.

The school district may be confronted with the incidence of COVID-19 positive cases among staff and/or students. If the school district is required to exclude a student, group of students, a class, or multiple classes as a result of possible exposure to COVID-19, while the school itself remains open for in-person instruction, the school district may offer virtual or remote instruction to those students in a manner commensurate with in-person instruction to the extent possible. In circumstances when the school facilities remain open and in-person instruction continues in those classrooms that are not required to quarantine, those days in session will also count toward the school district's 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

The school district anticipates updates to The Road Forward and as such this Policy is subject to review by the Superintendent to ensure compliance with Orders that may arise after Board adoption of this Policy. All revisions to Orders affecting this Policy and corresponding Appendices shall be reviewed by the Superintendent with the Board Attorney, School Physician, and Board of Education, if appropriate. The Superintendent may revise the health and safety protocols included in any Appendix as necessary and appropriate. All students, parents, and staff members will be notified of any changes to school district-developed protocols implemented as a result of this Policy, as appropriate.

A. General Health/Safety Concerns of Students, Staff Members, and Visitors

Appendix A: Vaccination

1. All vaccinated staff members will be asked to produce a copy of the official vaccination card or other approved documentation demonstrating vaccination status.
2. Any staff member not able to produce a copy of the official vaccination card or other approved documentation demonstrating vaccination status will be subjected to weekly COVID-19 testing protocols beginning 10/19/21.
3. Students who are vaccinated will be asked to produce a copy of the official vaccination cards or other approved documentation demonstrating vaccination status.

Appendix B: Communication with the Local Health Department

1. District officials will remain in regular communication with the Cape May County Department of Health, our medical professionals, the NJDOE and other agencies to receive the most accurate and updated information regarding COVID-19 and associated events.

2. The Cape May County Department of Health, appropriate staff and families will be immediately notified in the event that an individual tests positive for COVID-19. Such communication will be memorialized and available for future reference and/or contact tracing.

Appendix C: Mask Wearing Protocols

1. ALL students, staff and visitors are permitted to wear face coverings during the school day and at any school event.

Appendix D: Physical Distancing and Cohorting Protocols

1. ALL student desks will be marked and maintain at least 1-3 ft from all other desks or tables to the greatest extent possible.
2. Appropriate signage encouraging social distancing will be strategically placed throughout each building.
3. Students will eat in the café, other large spaces, and outside while remaining at least 3 ft apart from others to the greatest extent possible.
4. When possible, students will be grouped and remain in groups for extended periods of time.
5. Student gatherings at carpet areas should be kept to a minimum and maintain 1-3 ft of social distancing as much as possible.
6. The use of gym lockers is not permitted (MS hallway lockers will be utilized on a limited basis).
7. One-Direction hallways will be utilized and marked, wherever and whenever possible.
8. Students will be dismissed in a manner that allows for social distancing, whenever possible.

Appendix E: Hand Hygiene and Respiratory Etiquette Protocols

1. Hand-Sanitizing Stations:
 - a. ALL classrooms will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.

- b. ALL main offices, common entrances and exits will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.
- c. ALL nurse's offices, cafeterias, bathrooms and large common areas will contain hand-sanitizing stations that contain alcohol-based solutions that meet all DOH/CDC/NJDOE codes and percentages.
- d. ALL bus drivers and riders will have access to alcohol-based hand sanitizers that meet all DOH/CDC/NJDOE codes and percentages.

2. Hand-Washing Stations:

- a. ALL PK-2 classrooms contain hand-washing stations that include soap, water, and/or alcohol-based solutions.
- b. ALL bathrooms, gyms, cafeterias, science labs, and art rooms have handwashing stations that contain soap, water, and/or alcohol-based solutions.
- c. ALL students will wash their hands BEFORE AND AFTER:
 - i. Lunch/Snack/Recess.
 - ii. Gym/Specials (when necessary).
 - iii. Working with manipulatives, microscopes, or other equipment.
 - iv. Switching rooms (when applicable).
- d. Student schedules will contain designated, supervised, hand-washing or sanitizing breaks.

3. Regular Hand-Washing:

- a. ALL students will wash their hands AFTER:
 - i. Using the restroom.
 - ii. Blowing their noses.
 - iii. Coughing or sneezing.
- b. Working with manipulatives, microscopes, or other equipment.
- c. Appropriate signage that encourages and instructs students to properly hand-wash and hand-sanitize will be strategically placed throughout each building.

Appendix F: Provision of Meals

1. Scheduled lunches in the cafeterias and other large areas where ALL students will be at least 3 feet apart (to the greatest extent possible) from others will be staggered to allow enough time to properly clean between sessions.
2. ALL meals will be of the grab-n-go variety. Family style, self and buffet services have been discontinued.
3. ALL students will be at least 3 feet apart from others when eating or drinking.
4. ALL students will wash/sanitize hands BEFORE and AFTER:
 - a. Lunch/Recess.
 - b. Scheduled snack time.
5. Other protocols to mitigate the risk of infection:
 - a. NO food in the classrooms as a general rule.
 - b. Use other large areas/outdoors when possible.
 - c. Limited parent volunteers to assist in supervision.
 - d. Additional staff will be available to assist in cleaning/transitions.
 - e. NO in-class celebrations/parties with food as a general rule.
 - f. NO food sharing.

Appendix G: Transportation Protocols

1. Students, drivers and other riders may wear face coverings while on any bus or other District-owned vehicle.
2. Maintaining Social Distancing (to the greatest extent possible):
 - a. Bus pick-ups/drop offs will be staggered to limit large gatherings.
 - b. 1st student on the bus will be assigned the back seat: the last student on the bus will be assigned the front seat.
 - c. When exiting the bus, students seated in front will depart off the bus first.
3. During parent pick-up, NO adults will be allowed entry into the building; parents and staff will use KidAccount to match students with families.
4. PPE will be available to any student or driver in need.
5. Appropriate signage encouraging hand-sanitizing will be strategically placed on the bus.
6. ALL buses and District-owned vehicles will be deep-cleaned after the last run or at night.

7. ALL buses and District-owned vehicles will be sprayed/wiped after every run when possible.
8. ALL cleaning supplies and products will meet all DOH/CDC/NJDOE codes and percentages.

B. Appendix H: Cleaning, Disinfection, and Airflow

1. In addition to existing cleaning and preventative maintenance protocols and procedures, the following actions will be in effect to mitigate the spread of infection:
 - a. PPE will be available to ALL staff and students.
 - b. ALL classrooms, gathering spaces and main offices will have hand-sanitizing stations and/or sinks for hand-washing.
 - c. Daily, routine cleaning/disinfecting of high-contact surfaces will remain compliant with CDC guidelines.
 - d. Hallway bathrooms will be monitored/cleaned on an hourly basis.
 - e. Playground equipment will be monitored/cleaned on an hourly basis.
 - f. ALL classrooms will be deep-cleaned and disinfected once staff and students have left the building.
 - g. HVAC systems have been configured to maximize the reduction of cross-contamination and will be monitored throughout the day/evening.
 - h. ALL cafeterias and eating spaces will be disinfected after every scheduled lunch and before the next session begins.
2. ALL indoor facilities are in compliance with DOH/EPA/NJDOE rules and regulations.
3. The District uses Brookaire high-efficiency quilted filters that are changed on at least a quarterly basis.
4. HVAC systems operate with 20% outside air exchange unless the temperatures are cooler; systems can tolerate up to 100%.
5. Daily readings are made for each unit and visual inspections on all parts are conducted at least once a week.

6. All District buildings are climate-controlled and can be monitored on campus or remotely.

C. Appendix I: Screening/Exclusion/Response to Symptomatic Students/Staff

1. Policies have been modified to include the process and locations of health screenings:
 - a. Before the beginning of the new school year, ALL parents or guardians will acknowledge and sign-off on, for each child, the annual COVID-19 Statement of Assurance.
 - b. Before the beginning of the new school year, ALL staff will acknowledge and sign-off on the annual COVID-19 Statement of Assurance.
 - c. By way of survey, the District has identified those families in need of any additional assistance.
 - d. If upon arrival a child is not feeling well, that child will be immediately screened for COVID-19 in the designated, isolated location (NOT the nurse's office); with the appropriate communication to involved parties to immediately follow.

D. Appendix J: Contact Tracing

1. While the District is no longer performing contact tracing as defined by the CDC, the following protocols will remain in place:
 - a. If a child tests positive, identified students less than 3 feet apart from that child will be notified.
 - b. If the identified student does not have symptoms, quarantine is OPTIONAL.
2. For identified students without symptoms, parents or guardians can keep students home during Days 1-10 and students will be treated as we do for required isolations (no penalties).

E. Appendix K: Testing (effective October 19, 2021):

1. NJDOH will be offering a FREE testing program for ALL school employees (specifics to be released).
2. Vaccinated staff will NOT be required to submit weekly test results.
3. Non-vaccinated staff WILL be required to submit weekly test results.
4. ALL non-vaccinated staff need to submit weekly test results: no testing exemptions for medical/religious situations.
5. Home test results are permitted and can be officially submitted and deemed compliant.
6. Staff may submit test results from ANY of the approved testing kits/sites (specifics to be released).
7. If a staff member chooses NOT to participate in the FREE program, they are financially responsible for alternative testing.
8. ALL substitute staff MUST be vaccinated or submit weekly testing results to remain active on our sub lists.

F. Appendix L: Student and Staff Member Travel

1. District officials will remain in regular communication with the Cape May County Department of Health, our medical professionals, the NJDOE and other agencies to receive the most accurate and updated information regarding COVID-19 and associated events regarding travel conditions.

COVID-19 REFERENCE SHEET

(IN GREEN OR YELLOW CALI STATUS)
(BEGINNING 3/7/22)

SURVEY RESULTS

FAMILIES (91%): 82% masks optional, 18% masks required
STAFF (92%): 85% masks optional, 15% masks required
BOE (89%): 88% masks optional, 12% masks required
ADMIN (100%): 100% masks optional, 0% masks required

MASKS

1. PARENTS/GUARDIANS determine whether or not their children wear masks.
2. Staff and students are NOT REQUIRED to wear masks in school/on school grounds.
3. Students are NOT REQUIRED to wear masks on buses.

NON-VACCINATED STAFF

1. Remain required to submit weekly test results until EO 253 expires (TBD).

TRAVEL RECOMMENDATIONS (not monitored by school officials)

1. Continue to follow any requirements issued by NJ or the Federal Government.

If TWO OR MORE SYMPTOMS are present, students should NOT attend school until symptoms have subsided (Pre-Covid Status)

1. Chills.
2. Congestion/Runny Nose (not associated with known allergies/conditions).
3. Diarrhea.
4. Extreme Fatigue.
5. Headache (not associated with known allergies/conditions).
6. Multiple Body Aches.
7. Nausea/Vomiting.
8. Sore Throat.

IF ONE OR MORE SYMPTOMS are present, students should NOT attend school until symptoms have subsided (Pre-Covid Status)

1. Fever of 100.4 or higher (24 hours fever-free).
2. Persistent Cough (not associated with known allergies/conditions).
3. Shortness of breath/Difficulty breathing.
4. New loss of taste or smell (COVID test strongly recommended).

SYMPTOMATIC PEOPLE who have been MEDICALLY DIAGNOSED with an illness other than COVID-19 (Regardless of Vaccination Status)

1. DO NOT have to isolate (documentation required).

HAVE SYMPTOMS AT SCHOOL (Regardless of Vaccination Status)

1. Isolate for 5 days beginning the day AFTER symptoms start:
 - a. If symptoms resolve or improve and fever-free for 24 hours, return to school on Day 6 (masks recommended for Days 6-10) (loss of taste or smell may last for weeks).
 - b. If fever or symptoms have not improved, continue to isolate until fever-free and symptoms improved.
 - c. If test and negative, return to school as soon as symptoms are no longer present and fever-free for 24 hours (loss of taste or smell may last for weeks).

NO SYMPTOMS and TEST POSITIVE (Regardless of Vaccination Status)

1. Isolate for 5 days beginning the day AFTER the day you tested:
 - a. If NO symptoms develop, return to school on Day 6 (masks recommended for Days 6-10) (loss of taste or smell may last for weeks).
 - b. If symptoms start within the 5 days of isolation, a new 5-day isolation period begins the day AFTER the day of symptoms.

VACCINATED PEOPLE who come within 3 FEET of someone who tests positive or has symptoms

1. DO NOT have to isolate:
 - a. Students 11 and under DO NOT need to be boosted, just fully vaccinated.
 - b. Students 12 and older and staff NEED to be boosted and fully vaccinated.
2. SHOULD get tested on Day 6 after the last Close Contact (PCR test preferred).

NON-VACCINATED PEOPLE who come within 3 FEET of someone who tests positive or has symptoms

1. Quarantine status is optional.
2. If you develop symptoms, isolate for at least 5 days beginning the day AFTER symptoms start:
 - a. If symptoms resolve or improve and fever-free for 24 hours, return to school on Day 6 (masks recommended for Days 6-10) (loss of taste or smell may last for weeks).
 - b. If fever or symptoms have not improved, continue to isolate until fever-free and symptoms improved.

- c. If test and negative, return to school as soon as symptoms are no longer present and fever-free for 24 hours (loss of taste or smell may last for weeks).
3. SHOULD get tested on Day 6 after the last Close Contact (PCR test preferred).

SCHOOL NOTIFICATIONS

1. If a child tests positive, identified students less than 3ft apart from that child will be notified:
 - a. If the identified student does not have symptoms, quarantine status is optional.
2. For identified students without symptoms, parents/guardians can keep students home during Days 1-10 and students will be treated as we do for required isolations.

DEFINITION OF VACCINATED (FOR TESTING PURPOSES)

1. Two doses of Moderna or Pfizer OR One dose of J&J (no time frame).
2. Booster shots recommended, not required.
3. Vaccinated Staff Are NOT required to be weekly tested.

DEFINITION OF VACCINATED (FOR ISOLATION PURPOSES)

1. Two doses of Moderna or Pfizer (within the **last 5 months, 2 weeks**) OR
2. One dose of J&J (within the **last 2 months, 2 weeks**):
 - a. Students 11 and under DO NOT need to be boosted, just fully vaccinated.
 - b. Students 12 and older and staff NEED to be boosted AND fully vaccinated.

IMPORTANT DEFINITIONS

1. ISOLATION: what people who have tested positive for COVID-19 are required to do.
2. QUARANTINE: what people who have been in close contact are required to do.
3. CLOSE CONTACT: someone who was within 6 ft of a person, with COVID or COVID-like symptoms, for at least 15 cumulative minutes, within a 24-hr period.