CMCES Reopening Plans 2020-2021 School Year

As we deliver this plan for reopening of Cape May City Elementary, please remember the following:

- 1) This is our plan as of today, the plan itself could continue to evolve, morph, or change due to state or local authorities that govern over the Cape May City Elementary School and its Board of Education.
- 2) "The Road to Recovery" guidance from the NJDOE has been amended since its initial release on June 26th 2020
 - 3) During the month of July the Administrators, Staff, Teachers, School Board Members, and Parents compiled this plan using data from the following surveys: "Distance Learning During COVID-19 Closure Parent Survey" early June of 2020 and the "Cape May City COVID-19 Schools Survey" early July of 2020, along with "The Road to Recovery" from the NJDOE, and updates from the Cape May Department of Health.
- 4) Committees addressed the following: School Operations, Facilities, Health/Wellness, Technology, and Curriculum and Instruction
 - 5) The plan has been reviewed by the Board of Education, Teachers, and administration, and will be available on the website after it is approved, and will be updated during the course of the school year
 - 6) This is presentation outlines specific questions and concerns that were shared with the CMCES Administrative Team prior to tonight's meeting
- 7) The plan presented this evening was developed with strict adherence to the Department of Health Guidelines, The CDC Guidelines and directives from The Department of Education and the Governor.
 - 8) The approval and/or recommendations for any changes to this plan can only be done by the Cape May County Executive Superintendent or the New Jersey Department of Education.
- 9) The primary focus of the plan is to give guidance on how we as a school can create a s<mark>afe and secure</mark> environment for our students to LEARN.

REOPENING PLAN FOR THE 2020-2021 SCHOOL YEAR

Based on the plan released by the New Jersey Department of Education, Cape May Elementary School has devised three preliminary plans, two of which embody the underlying premise that ALL students and staff will return to school, either in an in-person or virtual learning environment.

Again...

Please understand that each plan will be further developed and is subject to change based on state guidance, health trends and input from teachers, administrators, staff, students, parents and community stakeholders.

As of July 29th, 2020 you should be aware of the following...

Positivity rate of Cape May County residents only

1% 964 total cases / 92,000 residents

Transmission rate in the state NJ

- 1.14
- Transmission rate factors into the state of NJ Reopening Plan

NJ Reopening Plan

- Currently in Phase 2
- Phase 2 : combination of in-person learning and virtual learning by executive order
- Phase 3: same as Phase 2
- Beyond Phase 3: ALL students and staff return to in-person learning to the extent allowable, with an expanded hybrid model is still in consideration

Bill Proposal

https://www.nj.com/education/2020/07/nj-schools-would-stay-closed-start-the-year-all-remote-under-proposed-bill.html

Philip D. Murphy Governor Kevin Dehmer Interim Commissioner

Date: July 29, 2020

Section: Conditions of Learning
Sub Section: Health and Safety

Page Number: 26

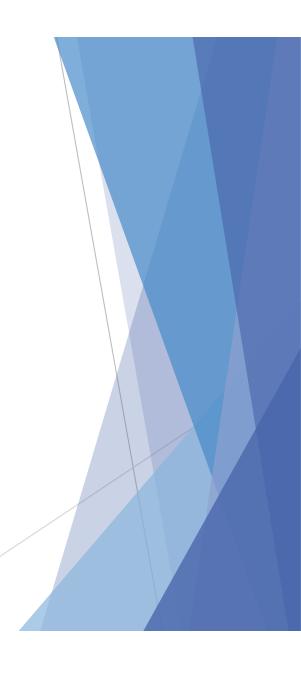
Update to Conditions of Learning, Health and Safety
Critical Area of Operation #5:
Screening, PPE, and Response to Students and Staff Presenting Symptoms,
"Additional Considerations"

On page 26 of "The Road Back: Restart and Recovery Plan for Education" the NJDOE provides "Additional Considerations" for students and employees that may be asked to leave or not come into school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19, based on CDC guidance, that is not otherwise explained. These symptoms include:

- A fever of 100° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- · Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Fatigue
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

CDC guidance for <u>Childcare</u> is referenced in this section regarding screening of students upon arrival. The guidance states: Persons who have a fever of 100.4° (38.0°C) or higher, or other signs of illness, should not be admitted to the facility. Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick. Screen children upon arrival, if possible. This list does not include all possible symptoms of COVID-19.

Therefore, based on CDC guidance our plan should reflect a fever of 100.4 or greater, not 100° for screening purposes.



From CDC...

People of any age with **certain underlying medical conditions** are at increased risk for severe illness from COVID-19:

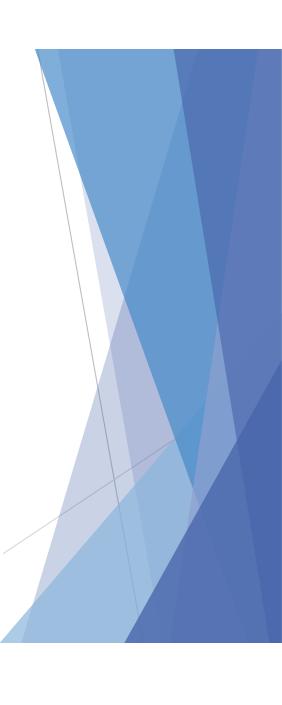
People of any age with the following conditions **are at increased risk** of severe illness from COVID-19:

- Cancer
- Chronic kidney disease
- COPD (chronic obstructive pulmonary disease)
- <u>Immunocompromised state (weakened immune system) from solid organ transplant</u>
- Obesity (body mass index [BMI] of 30 or higher)
- Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
- Sickle cell disease
- Type 2 diabetes mellitus

Also from the CDC...

COVID-19 is a new disease. Currently there are limited data and information about the impact of underlying medical conditions and whether they increase the risk for severe illness from COVID-19. Based on what we know at this time, people with the following conditions **might be at an increased risk** for severe illness from COVID-19:

- Asthma (moderate-to-severe)
- Cerebrovascular disease (affects blood vessels and blood supply to the brain)
- Cystic fibrosis
- Hypertension or high blood pressure
- Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
- Neurologic conditions, such as dementia
- Liver disease
- <u>Pregnancy</u>
- Pulmonary fibrosis (having damaged or scarred lung tissues)
- Smoking
- Thalassemia (a type of blood disorder)
- <u>Type 1 diabetes mellitus</u>



As per the "Road to Recovery" released on June 26th, 2020 by the NJDOE, we currently need to have in-person instruction, and with the addition to the plan on July 24, 2020 we are to offer a distance learning option to all students.

Plan 1 - Hybrid

Plan 2 - Virtual & Opt-in to distance learning

Plan 3 - Full person instruction if go to Phase 3

PLAN 1

Hybrid Model - Combination of 'In-Person' Instruction with Precautions in Place and Distance Learning



"Scaled Down, Build Up"
Tiered Hybrid Models
Tier I
Tier II
Tier III

It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health

"Scaled Down, Build Up" Tiered Hybrid Models

- ➤ Students will leave the building after the required four hours of in person instruction day as outlined in the NJDOE Road to Recovery Plan and will engage in a "flipped classroom" for the rest of the school day by completing digital assignments.
- ► Teachers will take into account the recommendations of the American Pediatric Association and the limitation of screen time for digital assignments in both the regular classroom and home environment.

"Scaled Down, Build Up" Tiered Hybrid Models Cont.

- Students will be assigned to not just their grade level teacher but also be assigned a cohort group of either "A" or "B", in the event we need to go to a reduced capacity.
- The grouping will allow us to properly social distance students while in the classroom.
- Students will be assigned days to come to school, while the others will receive school remotely via distance learning platforms.

"Scaled Down, Build Up" Tiered Hybrid Models Cont.

- We are determined in keeping siblings together, as we will be assigning cohort groups based on their home address.
- Students will receive their assigned cohort group by mid August.
- Students who are identified will special needs and services may possibly come everyday to receive those services.
- Prior to arrival to school on assigned days parents must complete a daily student questionnaire completed by 8:00 am.

"Scaled Down, Build Up" Tiered Hybrid Model I

- <u>Tier I A/B Schedule</u> [50% Capacity + Students receiving special educational services, identified English Language Learners]
 - Students assigned days to come to school (50% come to school / 50% receive their learning at home)
 - Students wear face coverings/shields
 - Early dismissal to allow for deep cleaning / sanitation
 - Students are assigned into cohorted groups.
 - Administration will to the best of their ability ensure that siblings residing at the same residence attend school with the same schedule.
 - Designated "Virtual Day" for deep cleaning on the calendar
 - If a traditional 5 day school week occurs, the "Virtual Day" will occur on Wednesdays
 - If a 4 day school week occurs, two "Virtual Days" will occur,
 - (For example: one following a weekend/holiday, and one prior to a weekend/holiday)
 - Subject to change if "Deep Cleaning" is not warranted by Administration
 - If a 3 day school week occurs, the "Virtual Day" will occur on an assigned day during the week.
 - Subject to change if "Deep Cleaning" is not warranted by Administration
 - Monthly calendars will be provided for public view on the cmcboe.org website
 - School District reserves the right to have discretion to go to a virtual setting in regards to the health and safety of the students.
 - The school district will adhere to student Individualized Educational Plans, 504s, and Individualized Health plans.
 - Parent conferences / IEP Meetings will be conducted via a streaming media platform, preferably from from 8:30 to 9:00 am.
 - Large Group Instruction Rooms may be utilized to address overflow of students.

"Scaled Down, Build Up" Tiered Hybrid Model II

- <u>Tier II A/B Schedule</u> [50% Capacity + Students receiving special educational services and identified English Language Learners and students at risk via Title I]
 - Students assigned days to come to school (50% come to school / 50% receive their learning at home)
 - Students wear face coverings/shields
 - Early dismissal to allow for deep cleaning / sanitation
 - Students are assigned into cohorted groups.
 - Administration will to the best of their ability ensure that siblings residing at the same residence attend school with the same schedule.
 - Designated "Virtual Day" for deep cleaning on the calendar
 - If a traditional 5 day school week occurs, the "Virtual Day" will occur on Wednesdays
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 - The school district will adhere to student Individualized Educational Plans, 504s, and Individualized Health plans.
 - Parent conferences / IEP Meetings will be conducted via a streaming media platform, preferably from 8:30 to 9:00 am.
 - Large Group Instruction Rooms may be utilized to address overflow of students.

"Scaled Down, Build Up" Tiered Hybrid Model III

- Tier III 100% Capacity Hybrid
 - All students return to school on identified days
 - Early dismissal to allow for deep cleaning / sanitation
 - Students wear face coverings/shields
 - Designated "Virtual Day" for deep cleaning on the calendar
 - If a traditional 5 day school week occurs, the "Virtual Day" will occur on Wednesdays
 - If a 4 day school week occurs, two "Virtual Days" will occur,
 - (For example: one following a weekend/holiday, and one prior to a weekend/holiday)
 - Subject to change if "Deep Cleaning" is not warranted by Administration
 - If a 3 day school week occurs, the "Virtual Day" will occur on an assigned day during the week.
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 - Monthly calendars will be provided for public view on the cmcboe.org website
 - School District reserves the right to have discretion to go to a virtual setting in regards to the health and safety of the students.
 - Students are assigned into cohorted groups.
 - Administration will to the best of their ability ensure that siblings residing at the same residence attend school with the same schedule.
 - The school district will adhere to student Individualized Educational Plans, 504s, and Individualized Health plans.
 - Parent conferences / IEP Meetings will be conducted via a streaming media platform, preferably from 8:30 to 9:00 am.
 - Large Group Instruction Rooms may be utilized to address overflow of students.

UNIVERSAL SCHEDULE

Why did we create this schedule?

- Staff PLCs
- Common Lunch
- Preemptive review of students questionnaire
- Allows for staggered starts to avoid overcrowding
- Schedule is built to go back to a full day, when we are cleared to go back to full time.

Time	Period	Monday	Tuesday	Wednesday	Thursday	Friday
8:20-9:00		Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration 4-6 Prep Check-In Duty
9:00 - 9:30	1st	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties
9:35 - 10:10 9:35 - 9:55 Recess: 6th	2nd	IDC.	TPC	TPC	TPC	TPC
10:15 - 10:55 10:15 - 10:35 Recess: 5th 10:40 - 11:00 Recess: 3 rd & 4th	3rd	TPC	TPC	TPC	TPC	IPC
11:00 - 11:40 11:05 -11:25 Recess 1 st & 2nd	4th	TPC	TPC	TPC	TPC	TPC
11:45 - 12:20 11:45 - 12:05 Recess: K	5th	TPC	TPC	TPC	TPC	TPC
12:25 - 1:10	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1:15	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal
1:30 - 2:10	K-6 Lunch	K-6 Lunch	K-6 Lunch	K-6 Lunch	K-6 Lunch	K-6 Lunch
2:15 - 3:00	K-6 Prep	K-6 Prep	K-6 Prep	K-6 Prep	K-ó Prep	K-6 Prep
3:00 - 3:20 MTWTH 3:00 - 3:05 Friday						

Important to note...

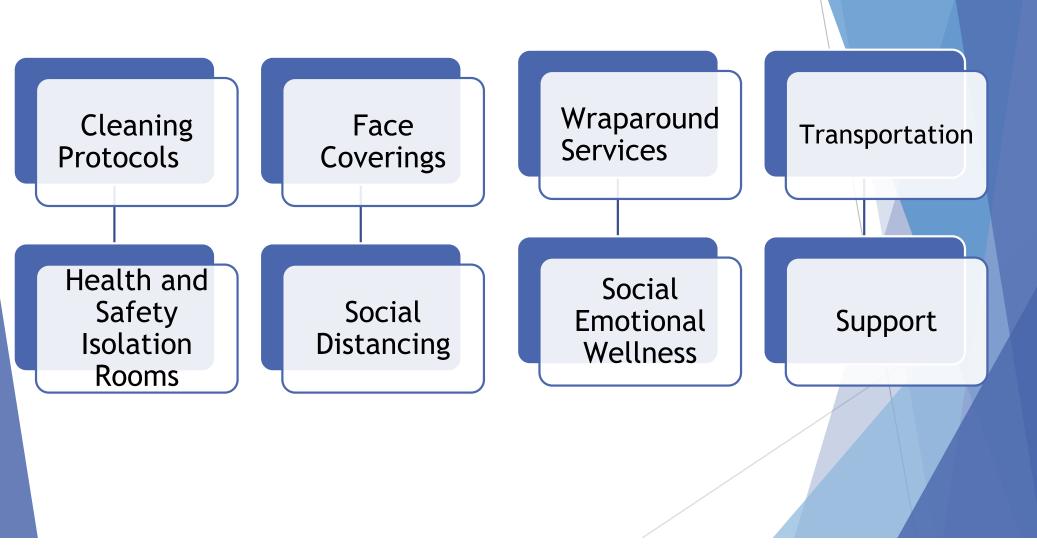
- There will NOT be CREW [Before/After Care] during the 2020-2021 school year, please start making arrangements for child care.
- Assume that you possibly may need child care everyday in the event of a shutdown.
- Student arrival starts at 9:00 am.
- Instruction starts at 9:30.
- Students need to be screened before they enter the building
- Student dismissal starts at 1:15 pm and we hope to conclude by 1:30 pm.
- It is currently recommended that if in the event that CMCES returns to a full day schedule, that Pre-K and K dismissal remain at 1:15.
- Parents please continue to update your emergency contact lists.
- CMCES is currently exploring ways to expedite drop off and pick up.



In order to get to this level we need to address the following

What is "Exposure"? How are we going to mitigate exposure?

- From the Cape May Department of Health:
 - "Exposure" is defined as the following...
 - Closer than 6 feet of another person
 - Neither person wearing a mask
 - Having the above two scenarios play out for 10 minutes and beyond
- How are we going to mitigate exposure?
 - Address the following...
 - Cleaning Protocols
 - ► Face Coverings
 - Health and Safety / Isolation Rooms
 - Social Distancing
 - Wraparound Services
 - Social Emotional Wellness
 - Transportation



CLEANING PROTOCOLS

Soap and paper towels will be readily available at each school for restocking bathrooms

Sanitizing stations in high-traffic areas, such as entry points and restrooms

Maintenance staff will engage in checks of stock and supplies throughout the day in order to maintain appropriate levels of soap, hand sanitizer and paper towels

HVAC systems will be monitored to utilize outside air where possible

CLEANING PROTOCOLS CONTINUED...

Maintenance staff will utilize sanitizing chemicals and cleaning equipment in order to engage in cleaning and disinfecting as needed throughout the buildings

Maintenance staff will be trained in all recommended cleaning guidelines issued by OSHA and CDC

Regular inspections of the building and adherence to cleaning protocols and expectations will be conducted

Communication protocols regarding work orders and other cleaning needs will be reviewed in order to maintain accountability and clear communication among the Administration, Staff and Maintenance team

HVAC / Ventilation

Dilution and filtration of air are the key fundamental focus measures for enhanced COVID-19 spread prevention.

All indoor facilities will have adequate ventilation, including operational heating and ventilation systems where appropriate.

Recirculated air must have a fresh air component, windows will be opened, if practical, and filters for HVAC units must be maintained and changed according to manufacturer recommendations.

Ventilation Measures to Increase Indoor Air Ventilation:

- Third Party Vendor to develop an Indoor Air Quality (IAQ) Plan.
- Outside air dampers will be adjusted to introduce more fresh air to blend with return air.
- Enable outside economizer mode on systems where possible to bring in more fresh air.
- Disable DCV (Demand Control Ventilation) in systems equipped.
- Filters replaced to meet CDC guidelines prior to school re-opening.

FACE COVERINGS



- All Teachers, Staffs, Administrators, Visitors/Vendors will be required to wear a protective face covering (mask) that covers the nose and mouth while in school and during all school activities consistent with NJDOE requirements.
- As per the NJDOE "Road to Recover Plan", school employees and students should wear face coverings where social distancing cannot be followed.
- All staff and students will be provided with face shields and a reusable face mask here at CMCES, for an extra line of protection.
- Disposable masks are available at a very limited capacity.
- Reusable masks need to be washed daily.
- Inappropriate face coverings will not be tolerated (i.e. using a t-shirt as a makeshift mask); nor will masks with inappropriate material that conflicts with the student dress code.

Recommendations for parents from the CDC:

- 1) Label your child's mask(s).
- 2) Have them practice taking the mask on and off properly, and try to prevent having the mask fall to the ground (i.e. a lanyard, gaiter, etc.)
- 3) Have students wear masks in time intervals to become adjusted to wearing a mask.
- 4) Have a resealable plastic bag to store the mask during lunch/recess time.
- 5) Parents must send in adequate supply of masks for their child.

The District will honor specific medical exceptions for anyone who are unable to wear a mask. In such cases, face shields may be utilized if applicable.

HEALTH AND SAFETY / ISOLATION ROOM

- In order to properly address the COVID-19 Pandemic, the Nurse's Room will be treated as a "Sick Bay" for students who exhibit COVID Symptoms. In doing so this addresses the "Isolation Room" requirement in regards to the "Road to Recovery" Plan; in such the Nurse will have to prioritize to meet the needs of the district.
- Students will be strongly discouraged from visiting the Nurse's Office, unless there is a visible ailment observed by a faculty/staff member. By limiting the amount of interaction in the Nurse's Office it will reduce the probability of transmission of communicable diseases.
- As per the "Road to Recovery Plan" CMCES will have a dedicated "isolation room" outside of the Nurse's Office and is required in the case of a student or staff member experiencing COVID-19 symptoms.
- ► IF your child exhibits any symptoms that are COVID related, you will be request to pick up your child.
 - PARENTS Please remember to update your emergency contacts, and also have multiple people ready to be able to pick up your child if need be, (Written consent is needed, in case of emergencies email the main office (office@cmcboe.org), erichman@cmcboe.org or zpalombo@cmcboe.org

HEALTH AND SAFETY / ISOLATION ROOM(S) (cont.)

- Each isolation room will be marked with appropriate signage.
- Personal Protective Equipment (PPE) will be provided for the staff member assigned to the isolation room.
- ► If a student or staff member is sent to the isolation room they will be monitored consistent with guidance provided by the Cape May County Department of Public Health.
- ► Tracking and contact tracing of the student/staff member will be undertaken consistent with guidance provided by the Cape May County Department of Public Health.
- ► The student will be released to the custody of a parent or guardian or otherwise approved to leave the premises consistent with guidance provided by the Cape May Department of Public Health.
- ► The isolation room will be cleaned and disinfected after each use.

HEALTH AND SAFETY / ISOLATION ROOM (cont.)

- Containment plans and protocols will be followed based upon the review and diagnosis of the student or staff member including but not limited to recommendations of quarantine of individuals and or closure of rooms, programs or buildings for cleaning and disinfecting as may be appropriate.
- ► Return to school or work will be dictated based on medical review and appropriate guidance including but not limited to quarantine and/or asymptomatic factors being confirmed; guidance as per CMC DOH.

HEALTH AND SAFETY / ISOLATION ROOM (cont.) Staff Screening

HEALTH SCREENING STAFF:

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, we will be requiring employees to complete a self-screening which includes a temperature reading and answering a set of questions related to COVID-19 symptoms including:

ANY SYMPTOM STAY HOME!

Go to the doctor

IF doctor cleared, return after 24 hours, without symptoms

- FEVER
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea

IF your child exhibits these symptoms during the school day you will be contacted to come get him/her and asked to take their to a doctor. The doctor will make the determination on whether or not to have the child tested.

Daily Questionnaire must be filled out prior to the staff entering the building. Questionnaire will be posted online and at CMCBOE.ORG at the start of the school year.

HEALTH AND SAFETY / ISOLATION ROOM (cont.)

Student Screening

HEALTH SCREENING Student:

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, we will be requiring parents to complete a screening of their parents which includes a temperature reading and answering a set of questions related to COVID-19 symptoms including:

ANY SYMPTOM STAY HOME, AND ATTEND SCHOOL VIRTUALLY

Go to the doctor

IF doctor cleared, return after 24 hours, without symptoms Stay home, no doctor, out 10 days, last 24 hours fever-free without meds AND no other symptoms.

- FEVER
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea

IF your child exhibits these symptoms during the school day you will be contacted to come get him/her and asked to take their to a doctor. The doctor will make the determination on whether or not to have the child tested.

Daily Questionnaire must be filled out prior to the student entering the building. Questionnaire will be posted online and at CMCBOE.ORG at the start of the school year.

WHAT IF...

If a student or staff member develop symptoms of COVID-19 during the school day:

- Immediately separate student/staff member with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are.
- Designated isolation room for students who exhibit symptoms consistent with COVID19 until parent/guardian comes to pick-up student
- Separate staff member from others and send them home; consult with personal physician
- Principal will immediately notify the Superintendent, the Cape May County Department of Health, and the School Business Administrator/Board Secretary, who will make the appropriate notifications to Board of Education members

WHAT IF...

If a student or staff member is confirmed to have a case of COVID-19, the following steps will be taken immediately to reduce transmission:

- Contact Maintenance for Standard Operating Procedures of cleaning/disinfection of student's classroom(s) and staff member's desk/workstation.
- Principal will immediately notify the Superintendent, the Cape May County Department of Health, and the School Business Administrator/Board Secretary, who will make the appropriate notifications to Board of Education members.
- In either case, the proper notifications will be made to the school community as quickly as possible via various communication methods while maintaining confidentiality.
- Proper Notifications include:
 - Digital communication via text/email
 - Hard copy notification
 - Letter posted on the official Cape May City Elementary website

WHAT IF...

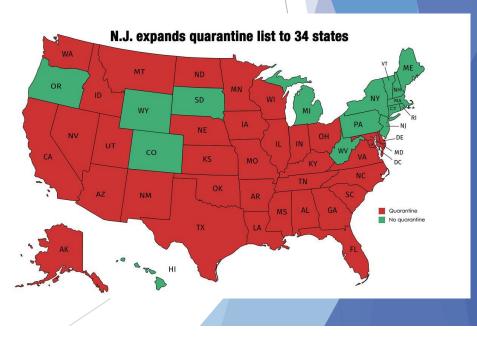
If a student or staff member has close contact with individual confirmed to have a case of COVID-19 (i.e. family member), the following steps will be taken immediately to reduce transmission:

- Principal will immediately notify the Superintendent, the Cape May County Department of Health, and the School Business Administrator/Board Secretary, who will make the appropriate notifications to Board of Education members.
- Students or staff members may be requested to quarantine in accordance with CDC guidelines.
- In either case, the proper notifications will be made to the school community as quickly as possible via various communication methods while maintaining confidentiality.

HEALTH AND SAFETY Timelines from CMC DOH

- Test Positive: out 10 days (no test required), day 11 return, IF fever-free 24 hours, without meds, AND without any other symptoms.
- 2nd positive test: no increased impact, 1-3 months later could get it again.
- Travel to a hotspot: out 14 days (no test required), same as above.
- Contact with a positive: out 14 days (no test required), same as above.

As of 07/28/2020



HEALTH AND SAFETY Timelines from CMC DOH

- Contact with a family member of a positive:
 - Family member tested positive, sibling(s) stays home for 14 days, same as above, IF negative test on Day 14 and same as above, return to school.
- Student A is positive: how long are classmates and teachers out for?
 - No Days, unless exposed
 - "What is exposure?"
 - "Exposure" is defined as the following...
 - Closer within 6 feet of another person
 - Neither person wearing a mask
 - Having the above two scenarios play out for 10 minutes and beyond
 - Student A is out for 14 days

HEALTH AND SAFETY Timelines from CMC DOH

- Teacher A is positive: how long are students and other teachers out for?
 - No Days, unless exposed
 - "What is exposure?"
 - "Exposure" is defined as the following...
 - Closer within 6 feet of another person
 - Neither person wearing a mask
 - Having the above two scenarios play out for 10 minutes and beyond
 - Teacher A is out for 14 days

HEALTH AND SAFETY When do we shut down school...

- Executive Order from the Governor (March 2020)
 - Return date to be determined by executive order

- Recommendation from CMC DOH
 - Return date to be determined by recommendation

- Two positives within the same setting
 - Out 14 Days, back to virtual setting

SOCIAL DISTANCING

- ► The Cape May City Elementary building has been reviewed in order to reconfigure available space to maximize social distancing consistent with public health guidelines in place at that time.
- ➤ Signage regarding social distancing will be highly visible within the school.
- ➤ Staff and students will be encouraged to avoid sharing materials and belongings.
- Assemblies, field trips, and large group meetings or gatherings are suspended until further notice.

SOCIAL DISTANCING - CLASSROOMS

MODIFIED SEATING ARRANGEMENTS

In the classrooms at Cape May City Elementary School we will:

- Space seating/desks at least 6 feet apart when feasible.
- Place desks to face in the same direction.
- Ensure table use will be limited, and marked off to promote social distancing.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls.
- Ensure that staff and children remain at least 6 feet apart in lines and at other times.
- Limit the use of common areas.
- Convert common areas into makeshift classrooms as needed.
- Have teachers monitor students to ensure that they are at a safe distance apart.

SOCIAL DISTANCING - RESTROOMS

- Maximum capacity for the facility that allows for social distancing.
- Signages on the door.
- Supplies for employees to clean up after themselves in staff only restrooms.
- Staff will be assigned to monitor bathroom use for students to as to limit the number of children utilizing the restrooms.
- Students will also be assigned times during the day to use the restrooms.
- The elementary hallway bathrooms have an immediate privacy wall, the hallway door could be propped open so that that entry point is contact-free.
- For classrooms that have bathrooms within the space, teachers/staff will monitor them from the room and address issues as they arise.
- Students will wash their hands after use, and will periodically reminded during the course of the day to wash their hands by the teachers/staff members. In addition CMCES will provide alcohol based hand sanitizer stations throughout the school building.

SOCIAL DISTANCING - STUDENT FLOW

- Grade levels will enter and exit through their individual classroom external doors while observing the marked 6' areas
- Student interaction will be minimized during drop off and entrance into the school building through social distancing protocols
- Parents will remain in cars with children until the start of the school day
- Parents will follow all social distancing guidelines
- Hallway walking patterns will be designated with arrows and follow the social distancing protocols-Stay on right side of hallway
- Student travel inside the building will be minimized with push in specials and services as much as possible
- Classroom exit doors will be utilized for outdoor instruction and exit/entry into building

SOCIAL DISTANCING - RECESS

 Cape May City Elementary will keep an inventory of outdoor spaces and mark off areas to ensure separation between students.

 Recess will be staggered by groups and staff must disinfect playground equipment and other shared equipment between uses.

 Should inclement weather occur during the time the students are in school, recess will be held inside.

Recess in accordance with state law will be guaranteed for 20 minutes for grades PK-5.

SOCIAL DISTANCING - STUDENT MEALS

- In lieu of using the cafeteria, Cape May City Elementary will have students eat their meals in their own classrooms. All Students are provided a breakfast when they arrive into the classrooms, students will still have the option of purchasing lunches from the cafeteria.
- Our school will discontinue family-style, self-service, and buffet-style dining and maintain social distancing.
- Meals purchased by the students from our cafeteria will be delivered to the classroom by staff.
- Meals purchased from the cafeteria will be packaged in materials that limit the exposure of communicable diseases.
- Cafeteria staff must wash their hands immediately after removing gloves and after directly handling used food service items.
- Students may bring their own meals under the following condition: that there is not a food item that has an allergen (i.e. tree nuts, peanuts, etc.) to which a fellow student in their grade level has an identified allergy.
- Outside foods from third party vendors will not be able to be delivered to the school while the restrictions are in place.

SOCIAL DISTANCING - VISITORS

- The safety of our staff and students remains the district's primary concern.
- Visitors will need to comply with requests of wearing a mask, following current safety/security procedures, and completing a simple screening questionnaire.
- The school district has the right to refuse entrance to any visitor that refuses to comply with its requests.
- To reduce the amount of visitors on campus, virtual meetings are strongly encouraged to take place in lieu of face to face meetings.
- Visitors to the building will be also required to fill out a questionnaire so that the school can determine proper screening and entrance.
- Visitors will be limited to the front foyer only during the school day.

SOCIAL DISTANCING - Please keep in mind

- Nurse housed at the school, <u>we are looking for substitutes</u>, and also a partnership to help with non-COVID related issues that happen on a daily basis.
- ► We are also looking for substitute teachers, paraprofessionals, cafeteria workers, and custodians.
- Avoid sharing any student materials, please provide as much of your student(s) own materials to remain with your own student.
- ➤ Schedules will be reconfigured to allow time for students to wash their hands prior to eating, and other various activities through the day, along with keeping student congregation to a minimum.
- Administration will provide guidance for families and staff about when to stay home.
- Emergency contact information for all students and families will need to be continuously updated

WRAPAROUND SERVICES

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 well-trained collaborative team is typically responsible for determining student and family needs, coordinating services, and providing additional resources to the students and families.

Wraparound Services include:

- Mental Health Supports
- Primary Health Care
- ► Family Engagement
- Academic Enrichment
- Staff Training
- Advocacy Groups

SOCIAL EMOTIONAL WELLNESS

The school counselor, social worker, health/PE teacher, and nurse in conjunction with the administrator will develop lessons, strategies, and resources for parents and teachers to access. The counselor will work with students individually or in small groups to address any well-being needs. These include but are not limited to the following:

- Trauma-Informed SEL
- School Culture and Climate
- <u>Utilizing the Strengths of the Staff</u>
- Traditional Counseling Services

TRANSPORTATION

From CMCES:

CMCES does not provide bussing to students. However, the United States Coast Guard does employ a third party company to provide transportation for children who are currently residing on the base in Cape May. Cape May City Elementary has relayed the "Road to Recovery" outline from the NJDOE to the both the USCG and the housing authority at the base.

For the 2020 - 2021 school year we are strongly encouraging parents and students to use their own method of transportation to ensure everyone's safe arrival and departure.

In addition the Cape May City Elementary School District is also strongly encouraging that parents avoid "carpooling" with individuals who do not reside with them at their own home address.

BUS RIDING EXPECTATIONS

- ► Parents or Guardians must pre-screen students before bringing them to the bus stop.
- Any student with a fever or other COVID-19 symptoms should remain home and not ride the bus.
- ► Students should practice social distancing while waiting for, boarding and departing the bus.

BUS EXPECTATIONS - FACE COVERINGS

- ► All drivers, students and other personnel will be required to wear a protective face covering (mask) that covers the nose and mouth while riding a bus or other transportation vehicle.
- Staff and parents are encouraged to supply a clean cloth mask to wear daily.
- **The District will honor specific medical exceptions for students who are unable to wear a mask. In such cases, face shields may be utilized if applicable.**

BUS EXPECTATIONS - FACE COVERINGS

- ➤ Students should remain seated once on the bus for the duration of the ride and should avoid congregating in the aisle or switching seats.
- Students should move into open seats where possible on the bus.

BUS ROUTES

- Bus routes and schedules may be adjusted with notice to align with school arrival and dismissal plans.
- Bus routes and ridership will be reviewed daily in order to adjust and align with school arrival and dismissal plans and to balance ridership where appropriate.
- Transportation services/ridership will be monitored and may be reduced or eliminated with proper notice based on applicable guidance and local circumstances.
- Bus Routes may be added, reduced or eliminated with proper notice based on applicable guidance and local circumstances.
- Special Education transportation will be provided consistent with IEPs.

CLEANING OF BUSES

- ► The Bus Company has been advised sanitize all buses and vehicles daily and between runs, consistent with CDC guidance.
- ► The Bus Company has been advised that in the event of a documented COVID-19 case, the bus or vehicle will be immediately removed from service in order to completely sanitize the bus or vehicle.

SUPPORT

Access and support is going to be critical for the reopening of CMCES.

In the event of areas and concern please do not hesitate to reach out CMCES for any of the following:

- Technology including but not limited to:
 - Chromebook support
 - Connectivity issues
- Health and Wellness
- Referral Services
- Free / Reduced Lunch Program
- Counseling
- Peer intervention
- Curriculum and Instruction



The primary focus of the plan is to give guidance on how we as a school can create a safe and secure environment for our students to LEARN.

TEACHING AND LEARNING

(Align closely with operational plan for return to school)

- ► Emphasize grouping students by the same class/group of students and teacher (into a cohort) so each team functions independently as much as possible.
 - "Placing students in cohorts is strongly encouraged for Pre-K through 5"
- Student arrival/departure, meals, cleaning/disinfecting, and movement/schedule during the academic day will be planned and managed by maximizing distancing while utilizing building spaces, staff and available supports where possible.

TEACHING AND LEARNING (cont.)

- Parents will have the opportunity to access teachers by phone, email and in a virtual setting for a one-on-one meeting.
- Attendance will be taken in person school, and when virtual through participation, in the daily assignments.
- Grading on assignments will be at the discretion of the teacher, and may be weighted based.
- ➤ Student Code of Conduct / HIB Laws are in effect whether in person or in the virtual setting.
- ► IEPs / 504s are in effect.
- ► IEPs / 504s may need to be adjusted to reflect digital learning.
- ► Each student can be provided with a chromebook
- Acceptable Use policy is in effect
- Streaming and recorded lessons from your child's teacher will be necessary for both in-person instruction and during the virtual setting.

TEACHING AND LEARNING (cont.)

- Physical configuration for individual classrooms will be continually monitored to ensure students are social distancing.
- ► Guidance will be provided for teachers in regards to best practices for student collaboration, working in small groups and sharing of materials.
- Screen time guidelines from the American Pediatric Association
 - Pre-K to K One Hour
 - Grades 1 & 2 Two Hours
 - Grades 3 to 5 Three Hours
 - Grades 6+ Four(+) Hours
- ▶ Develop more Project Based Learning assignments to curtail screen time.

TEACHING AND LEARNING (cont.)

- Instructional Gaps: We will take the data from the baseline assessments to determine where the gaps are with each student. Since they have been out for an extended time, we expect there to be larger gaps than if they were just out for the summer. Especially in K-2 since they are foundational grade levels.
- ► <u>Grade Assigned Professional Learning Community (PLCs)</u>, teachers to meet in the beginning of the morning to address student needs.
 - Topics will include:
 - How teachers will approach the NIET Strategies as outlined on page 79 on the Road to Recovery
 - Teachers will also approach the TNTP Learning Acceleration Guidelines
 - Social Emotional Learning
 - Professional Development
 - Addressing Delivering Online Lessons
 - Standards Based Grading / Weighting
- ► <u>Title I / Basic Skills</u> Teacher reassigned to be in the classroom to reduce student/teacher ratio... Ideally keeping the classroom to under 10 for both social distancing purposes, and personal connections.

Curriculum and Instruction List of Digital Resources

Google Education Suite: All students (teachers can designate APPS for their own class)

Literacy Pro: Pending purchase

SeeSaw: PK - 2

Edmentum: Study island (all students)

Reading Eggs (limited grades)

Teachers Pay Teachers: Current catalog of 225+ resources,

\$1,000 budgeted for 2020~21

Super Teacher Worksheets: Current access - PK-6

Press of AC: Online edition, grades 3-6 (free)

Newsela: Pending purchase (all students)

ABC Mouse: Pending possible purchase (PK/K/1)

Learning A-Z Pending possible renewal PK-6

Reading A-Z Pending possible renewal PK-6

... And various

other

resources

provided by

staff

discovery

PLAN 2 Distance Learning



- ▶ Distance learning will transform and improve for the 2020-2021 school year.
 - Students will be able to see their teachers and peers in a virtual setting on a daily basis.
 - The district will transition to a blend of asynchronous and synchronous learning (access to "live" high-quality instruction)
 - Teacher support via office hours and instruction on a regularly scheduled basis) for the 2020-2021 school year.
 - ***It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health***

- ▶ Distance Learning will be provided for the 2020-2021 school year during each marking period.
- Parents will be required to opt into the Distance Learning option and commit to this model through the 1st Marking Period by August 6th, 2020.
- Prior to the end of the 1st Marking Period, parents will have to make the determination of continuing online transition to in person instruction.
- ► Should parents choose to return back to school prior to the close of a marking period, parents have a one time request and must adhere to a two week waiting period.
- New enrollments in the district will have similar options on a rolling basis.
 - ***It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health***

- A present time we can loan a Chromebook to every student within the district. We also are available to prove other learning devices to meet various student needs.
- Parents / Students need to adhere to:
 - Parent / Student / Teacher Contract of Attendance
 - Parent / Student / Teacher Contract of Grading Policy
 - Parent / Student / Teacher Contract of NJSLS Standards

It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health

Students will be required to check in with their assigned teacher(s) at various times during the day for proper attendance.

Students will be required to be available online from 9:00 to 1:30 while Cape May City Elementary is participating in either the hybrid or virtual model for in-person teaching. (Breaks will be noted to signify Lunch and Recess Time).

Students will be required to be online from 9:00 to 3:00 while Cape May City Elementary is participating in a No Restrictions Model for in-person teaching. (Breaks will be noted to signify Lunch and Recess Time).

It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health

Time	Period	Monday	Tuesday	Wednesday	Thursday	Friday
8:20-9:00		Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration 4-6 Prep Check-In Duty
9:00 - 9:30	1st	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties
9:35 - 10:10	2nd	IPC	TPC	TPC	TPC	TPC
9:35 - 9:55 Recess: 6th						
10:15 - 10:55	3rd	TPC	IPC	TPC	IPC	IPC
10:15 -10:35 Recess: 5th						
10:40 -11:00 Recess: 3 rd & 4th						
11:00 - 11:40 11:05 -11:25 Recess 1 st & 2nd	4th	TPC	TPC	TPC	TPC	TPC
Recess 1 & 2nd						
11:45 - 12:20 11:45 -12:05	5th	TEC	TPC	TPC	TPC	TPC
Recess: K 12:25 - 1:10	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1:15	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal
1:30 - 2:10	K-6 Lunch	K-ó Lunch	K-6 Lunch	K-ó Lunch	K-ó Lunch	K-ó Lunch
2:15 - 3:00	K-6 Prep	K-6 Prep	K-ó Prep	K-6 Prep	K-ó Prep	K-ó Prep
3:00 - 3:20 MTWTH 3:00 - 3:05 Friday						

DISTANCE LEARNING (cont.)

- Students will use Google Classroom/Seesaw, in addition to online resources for Distance Learning, and commit to working vigorously in the virtual environment; this includes accessing content online, which may include videos posted by teachers.
- Teachers will continue to engage in professional learning activities that improve their distance learning skills, including the opportunity to become Google Certified Educators.

PLAN 3 In-Person Learning Environment with Precautions in Place

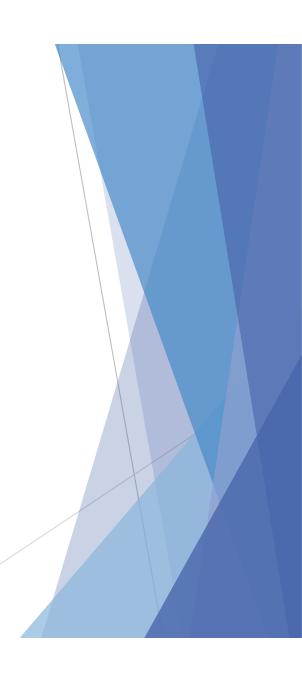


It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health

"Scaled Down, Build Up" Only Precautionary Restrictions

- In addition to precautions that will be put in place we will have the following:
- Only Precautionary Restrictions
 - Only under the guidance of the State and Cape May County Board of Health
 - Must Clear Tier III with recommendations of the NJDOE and DOH
 - School deemed to return as normal under the direction of the Board of Health
 - Regular School Day to be conducted prior to the COVID19
 - Exception to Grades K and Pre-K
 - NJDOE clarifies that they are to have at minimum 2 ½ hours of instruction.
 - We will continue to provide 4 hours of instruction in person.
 - Regular Calendar to be followed
 - Schedule will be adjusted to reflect both full day instruction and honor teaching contracts.

Time	Period	Monday	Tuesday	Wednesday	Thursday	Friday
8:20-9:00		Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In Grade Level Collaboration Check-In Duty	Staff Check-In PLC Check-In Duty	Staff Check-In Grade Level Collaboration 4-6 Prep Check-In Duty
9:00 - 9:30	1st	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties	Student Check-In Breakfast Check-In Duties
9:35 - 10:10 9:35 - 9:55 Recess: 6th	2nd	TPC	TPC	TPC	TPC	TPC
10:15 - 10:55 10:15 - 10:35 Recess: 5th 10:40 - 11:00 Recess: 3 ¹⁰ & 4th	3rd	TPC	IPC	TPC	IPC	TPC
11:00 - 11:40 11:05 -11:25 Recess 1 st & 2nd	4th	TPC	TPC	TPC	TPC	TPC
11:45 - 12:20 11:45 - 12:05 Recess: K	5th	TPC	IPC	TPC	JPC	TPC
12:25 - 1:10	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1:15	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal	Student Dismissal
1:30 - 2:10	K-6 Lunch	K-6 Lunch	K-6 Lunch	K-ó Lunch	K-6 Lunch	K-6 Lunch
2:15 - 3:00	K-6 Prep	K-6 Prep	K-6 Prep	K-6 Prep	K-ó Prep	K-ó Prep
3:00 - 3:20 MTWTH 3:00 - 3:05 Friday						





How We Will See You In September...

It is important to note that at any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health

FIRST DAY OF SCHOOL EVERYONE

- September 8
 - "Student / Parent Meet and Greet"
 - Chromebook pick up
 - Meet your teacher at designated times
 - "Virtual Back to School"
 - "1st Day Assignments"

FIRST WEEK OF SCHOOL

- September 9 & 10
 - "If Virtual"
 - All students participate in virtual instruction.
 - "If Hybrid Tier I/II"
 - September 9
 - ► Group "A" attends in-person for instruction
 - Group "B" attends virtually
 - Distance Learning Students Online Virtually
 - September 10
 - Group "A" attends virtually
 - Group "B" attends in-person for instruction
 - Distance Learning Students Online Virtually
 - "If Hybrid Tier III"
 - September 9 and 10
 - ► Groups "A" & "B" attends in-person for instruction
 - Distance Learning Students Online Virtually

FIRST WEEK OF SCHOOL

- September 11
 - All students will participate in a virtual setting during the assigned school time frame.

FIRST MONTH OF SCHOOL

- ➤ VIRTUAL DATES for Hybrid Tiers I, II, & III
 - September 11th
 - September 16th
 - September 23rd
 - September 30th
 - *All dates subject to change!*

A STUDENTS DAY AT SCHOOL

- Arrival
 - My parent completed my questionnaire so I am good to go
 - ▶ I enter my designated entrance no earlier than my scheduled time wearing a mask
 - Warm welcome from staff
 - Temperature screening
 - Coat & backpack placed in designated area
 - Clean hands before I take my seat

A STUDENTS DAY AT SCHOOL

Learning

- We work together but sit apart
- We wear masks and face shields when we cannot be six feet apart
- We follow the instructions of our teacher
- On remote days I will complete assignments
- We wash our hands throughout the day
- At specials I follow the direction of my teacher
- Participate in the drills for my safety and for the safety of others

Lunch/Recess

- ► I clean my hands before and after lunch each day
- I eat at my desk, but I can talk to friends
- ► We play activities outside that keep us apart and safe

A STUDENTS DAY AT SCHOOL

- Prior to dismissal
 - Help clean and pack up my things
 - ► Follow the instructions of my teacher
- After dismissal
 - ► Log into my assignments
 - ▶ If I have a question about an assignment, I contact my teacher
 - Complete my assignments
 - ► Have a parent check my assignments

IMPORTANT REMINDERS

- ► We can not eliminate, we can only mitigate.
- ► We are subjected to the direction of the state of NJ, NJDOE, and the DOH
- ► We are always in need of substitute nurses, teachers, paraprofessionals, and custodial workers if you meet the NJDOE Requirements, please contact us!
- ► There will be no CREW program for the 2020-2021 school year.
- Pre-K and K could remain at an early dismissal for the duration of the year.
- We will be making the the determination of what format of what tier level we are at as we get closer to the school year.
- If a staff member exhibits symptoms... They will stay home. Get to the doctor.
- If your child exhibits symptoms... Keep them home. Get to the doctor.
 - If your child has a pre-existing condition that exhibits symptoms on the list (i.e. allergies, migraines, etc.) that is not COVID related please get a doctors note.

IMPORTANT REMINDERS

- ► IF you as a staff member or if your child test positives, please let us know as soon as possible so that we can make arrangements as necessary
- School could be closed at a moment's notice, assume that you will need child care for everyday.
- In lieu of weather closures we will continue to deliver instruction as a virtual day.
- School calendar is subject to change.
- The daily questionnaire is important for us to ensure arrangements can be made for the day, also addresses attendance. Must be completed by 8:00 am.
- It is easier to opt for distance learning than to return, therefore for a return is a two-week waiting period.
- Please review the list of pre-existing conditions if you are concerned about

IMPORTANT REMINDERS

- Safety and Fire Drills will need to continue if students are in the building.
- ➤ CMCES uses: Thrillshare [SMS Text / email], Facebook, Twitter, cmcboe.org as modes of communication.
- ► Parents, staff, and students should regularly check these modes daily to stay up to date on the possibility of closures and changes to the schedule.
- CMC DOH Hotline 609-463-6581
- At any time ALL students from Cape May City Elementary may be subjected to the virtual schedule at any given time, as per the state of New Jersey or the local Dept. of Health***