

# Restart and Recovery Plan

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South Hackensack Memorial Reopening Plan

For

2020-2021 School Year

South Hackensack Board of Education



# South Hackensack Memorial School:

## *The Reopening Plan*

### THE ROAD BACK

In his press conference, Governor Murphy stated that schools, “*will open for in-person instruction and operations in some capacity*” to start the next school year. As a result, our district, like all other districts in the state, was tasked with developing plans for reopening schools for in-person instruction and operations.

### CONSIDERATIONS:

**Health & Safety:** Our school district must make decisions that keep the health and safety of all who work and learn in our schools as the primary factor in decisions.

**Social Distance:** The State, CDC, and other health organizations have provided social distancing guidance, mask wearing recommendations, and other protocols/procedures that address the need for social distance in schools.

**What is Best for Students and Staff:** After factoring in the previous two items, reasoning and decision making focused on what is best for our students and staff when it comes to academics, social/emotional learning, and mental health.



# *Planning Categories & Critical Areas of Operation:*

## **Planning Categories NJDOE**

### **Four (4) Categories of Planning:**

1. Conditions for Learning
2. Leadership and Planning
3. Policy and Funding
4. Continuity of Learning

## **Ten Critical Areas of Operation:**

1. General Health And Safety Guidelines
2. Classrooms, Testing, And Therapy Rooms
3. Transportation
4. Student Flow, Entry, Exit, And Common Areas
5. Screening, PPE, And Response To Students And Staff Presenting Symptoms
6. Contact Tracing
7. Facilities Cleaning Practices
8. Meals
9. Recess/Physical Education
10. Extracurricular Activities And Use Of Facilities Outside Of School Hours



# The In-Person/Virtual Hybrid Instructional Model

Committed to health and safety

Space limitations when trying to keep everyone distanced by 6 ft.

Time needed to sanitize

Cohort model helps with contact tracing and quarantining

Using virtual platform to enhance the in-person lessons

Flexibility for students/families to choose full remote learning option



# The Phased In Approach

## Phase 1

September 1st - November 4th

### Recommendations:

- Reduced capacity
- Cohorts (A/B Days)
- Minimum session days (1pm day) to avoid indoor lunch
- Boys/Girls Soccer cancelled
- Clubs and extracurricular activities cancelled

## Phase 2

To Be Determined

### Recommendations:

- Reassess schedule to make necessary adjustments
- Reduced capacity
- Increase in-person if possible
- Allow parents who selected remote learning for Phase 1 to “Opt-in” for in-person
- Reassess winter sports, clubs, and extracurricular activities

## Phase 3

To Be Determined

### Recommendations:

- If possible, increase capacity
- Reassess schedule to make necessary adjustments
- Increase in-person if possible
- Allow parents who selected remote learning for Phase 2 to “Opt-in” for in-person
- Reassess intramurals, clubs, and extracurricular activities



# School Day Arrival: Protocols & Procedures

## All Staff & Students Will Be Temperature Screened Upon Entering the Building

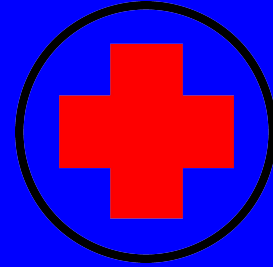
- There will be 3 designated entrances with temperature screening kiosks:
  - Main Entrance
  - Great Hall Entrance
  - Door E (Soccer Field Entrance)
- Staggered drop off times to arrive during select time windows:

○ PreK - 2nd grade:	Arrival: 8:45-9:00 am	Dismissal: 1:00 pm
○ 3rd - 5th Grades:	Arrival: 8:30-8:45 am	Dismissal: 12:45 pm
○ 6th - 8th Grades:	Arrival: 8:15-8:30 am	Dismissal: 12:30 pm
- Anyone with an elevated temperature is immediately placed in isolation / care of the nurse





## Nurse's Office & Isolation Room



- The Nurse's office will have a designated isolation room to separate anyone who has COVID-19 symptoms.
- Our school nurse will determine the need to use our isolation room for students or staff with medical issues.
- Isolation room will be cleaned/disinfected by our custodial staff between uses.



# What is the district policy for contact tracing?

- Our school district will follow all of the guidelines provided by our local department of health office and the Bergen County Department of Health to execute contact tracing protocols.
- Contacts may be quarantined and placed on remote learning for 14 days.



# SHMS Facts About Our Reopening Plan

01

## Hybrid Schedule

General Education students will attend school on an A/B (Blue/Gold) day schedule. Students who are at home will follow live streaming classes from their school provided device.

02

## Remote Learning

Parents can elect to have their child take part in remote learning full time. Classes will be taught by staff/faculty who provide live lessons and assignments through a school provided device, apps, and district approved software.

03

## Desks and Classrooms

Student desks will be 6 feet apart and thoroughly cleaned, disinfected, and sanitized on a daily basis. Social distancing will be adhered to in classrooms.

04

## Masks and Face Coverings

Students and staff are required to wear masks at all times, unless a documented medical reason would inhibit the student's health (As per Gov. Murphy's announcement of Aug. 3rd). Classes can be brought outside for learning opportunities and breaks.

05

## Monitoring Symptoms

Parents/guardians will assist their child with monitoring symptoms and diligent in taking necessary precautions in notifying the school. Daily temperature checks for all staff and students.



# SHMS Facts About Our Reopening Plan

## continued...

06

**Special Education/504**

Students with IEPs or 504s will be contacted by their case managers to discuss specific instructional programs and schedules.

07

**Limited Building Access**

Parents, volunteers, vendors, and the public will have limited building access throughout the school year. Please refrain from coming to school, except when called to do so.

08

**Local/County Health Officials**

The school district will abide by the advice of local health officials in order to maintain a safe environment for students and staff.

09

**Accommodations**

Students and staff with underlying health conditions should contact the Superintendent/Principal.

10

**Handwashing and Sanitizer Access**

Students and staff will be strongly encouraged to wash their hands on a consistent basis with soap and water. Hand sanitizers will be available at all designated entrances/exits, in every classroom, near or in the lunchroom, gym, media center, and all throughout the building.



# SHMS Facts About Our Reopening Plan

## continued...

11

### Water Fountains

Students will be asked to bring their own water bottle to school each day. Water fountains will be shut off during Phase I and II of the reopening plan.

12

### Desk Shields

Desk shields will be affixed to each student desk and student work space.

13

### Ventilation and Air Conditioning

All mechanical air systems in our schools were inspected to ensure they provide fresh air ventilation and proper filtration. HVAC operating system was updated with MERV 13 rated air filters.

14

### Transportation

Students taking the bus from the Garfield Park section of South Hackensack must wear face masks at all times and maintain social distancing. Siblings may sit together.

15

### Signage

The district will have universal signage posted throughout the inside and outside of each building to address important issues related to attending school during COVID-19.



# SHMS Facts About Our Reopening Plan

## continued...

### 16 Parent/Student Training

General Education students will attend school on an A/B (Blue/Gold) day schedule. Students who are at home will follow live streaming classes from their school provided device.

### 17 1 to 1 Chromebooks/Laptops

All students will have access to a school issued device to begin the year. All chromebooks and laptops will come with a charger and carrying case. Students choosing the hybrid option, will bring their device to and from school on a daily basis.

### 18 Faculty Cleaning Products/Procedures

Student desks will be 6 feet apart and thoroughly cleaned, disinfected, and sanitized on a daily basis. Our district has purchased electrostatic sprayers and UV sterilizer wands. Social distancing will be adhered to in classrooms.

### 19 Snack and Lunch

PreK through 3rd grade will continue with their regularly scheduled snack time during 1pm dismissals in their respective classrooms, practicing hygiene practices before and after. Given the minimum session day (1:00pm dismissal), there will be no lunch.

### 20 Extracurricular Activities and Athletics

Boys/Girls soccer is cancelled for the 2020-21 school year. All clubs and extracurricular activities will be cancelled in Phase 1. Winter/Spring sports, clubs and extracurricular activities will be evaluated on a case by case basis with health and safety in mind after Phase I of the reopening plan.

# September Schedule for Hybrid: *Blue Group (A Group)*



## A Group Key

**Blue**  
(in-person)

**White**  
(Virtual)

Monday	Tuesday	Wednesday	Thursday	Friday
31	1 <i>School Closed Staff Only</i>	2 <i>School Closed Staff Only</i>	3 <i>School Closed Staff Only</i>	4 <i>School Closed Staff Only</i>
7 <i>Labor Day School Closed</i>	8 <b>A Day</b> <i>First Day of School</i>	9 <b>A Day</b>	10 (Virtual)	11 (Virtual)
14 <b>A Day</b>	15 <b>A Day</b>	16 (Virtual)	17 (Virtual)	18 (Virtual)
21 <b>A Day</b>	22 <b>A Day</b>	23 <b>A Day</b>	24 (Virtual)	25 (Virtual)
28 <b>A Day</b>	29 <b>A Day</b>	30 (Virtual)	Oct. 1 (Virtual)	2 (Virtual)

# September Schedule for Hybrid: *Gold Group (B Group)*



## B Group Key

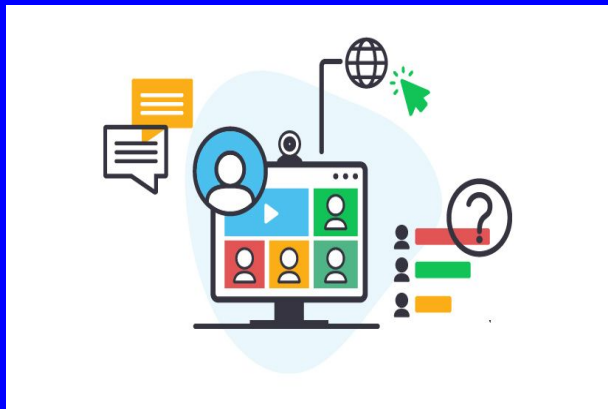
**Gold**  
(in-person)

**White**  
(Virtual)

Monday	Tuesday	Wednesday	Thursday	Friday
31	1 <i>School Closed Staff Only</i>	2 <i>School Closed Staff Only</i>	3 <i>School Closed Staff Only</i>	4 <i>School Closed Staff Only</i>
7 <i>Labor Day School Closed</i>	8 <b>(Virtual)</b> <i>First Day of School</i>	9 <b>(Virtual)</b>	10 <b>B Day</b>	11 <b>B Day</b>
14 <b>(Virtual)</b>	15 <b>(Virtual)</b>	16 <b>B Day</b>	17 <b>B Day</b>	18 <b>B Day</b>
21 <b>(Virtual)</b>	22 <b>(Virtual)</b>	23 <b>(Virtual)</b>	24 <b>B Day</b>	25 <b>B Day</b>
28 <b>(Virtual)</b>	29 <b>(Virtual)</b>	30 <b>B Day</b>	Oct. 1 <b>B Day</b>	Oct. 2 <b>B Day</b>



# Remote Virtual Learning For All Students



- Remote virtual learning during the 2020-2021 school year will look different from your child's experience last spring due to the feedback the district has received as well as recommendations from staff and community members.
- Whether your child is in the hybrid option or the fully remote option, it will include multiple opportunities for consistent face-to-face instruction using classroom livestreams and Zoom meetings as well as independent learning opportunities (individual office hours), which will vary depending on the grade level.
- All students will follow their school's start/end times and assigned class meeting times when participating remotely.
- Each student will be assessed using the standard district grading policy.



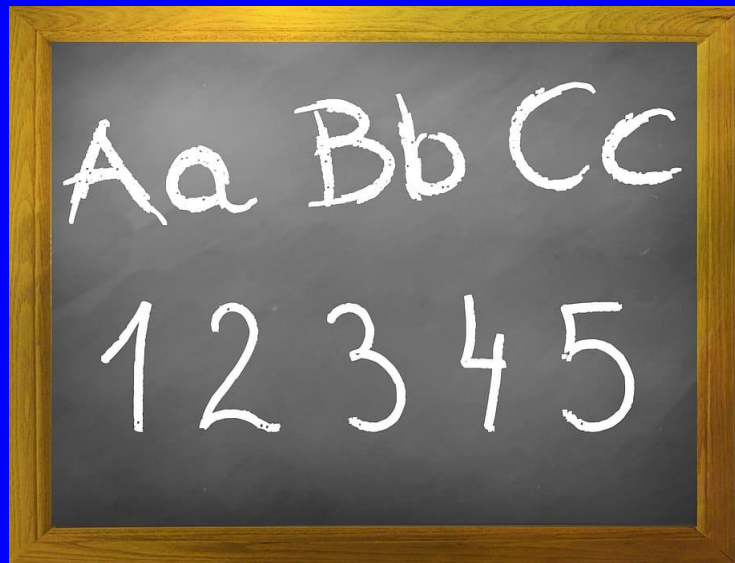
# Remote Virtual Learning

- Live remote instruction will follow a set online schedule that mirrors the school schedule as much as possible.
- Participation in all class sessions will be required for students; attendance will be taken.
- The goal is to replicate the classroom experience as much as possible.
- Staff will use various platforms for remote instruction (e.g. Google Classroom, IXL, Lexia, Go Guardian, Class Dojo, Seesaw (PreK-2), etc).
- Students will have the opportunity to meet with their teacher(s) virtually in the afternoon between 2:00-3:15pm (schedule will vary dependent upon grade level/teacher)

The remote learning plan will be used more widely in the event of a class/school-wide quarantine or mandated closure.



# Hybrid Schedule For Students



***Everyone:* Check the Calendar**

- Most students will operate on an A/B hybrid schedule.
- Students not in school will learn remotely and their day will follow a minimum session school day (1pm dismissal day) with live streamed lessons with their teachers.



# Hybrid Schedule For Students



## *Sample Classroom:* Desk Arrangement

- Classroom desks spaced 6 feet apart
- Desk shields placed on student desks
- Desk shields are 24" and 3 sided



# Hybrid Schedule For Students

*In Person Days: Charge and Bring Your Device*

- Technology will be used each day for both classroom instruction and hybrid learning. Students will work with their teachers the first few days of in-person learning to set up Google Classroom, Zoom, and other apps and software.
- Reminder: Students with in person instruction should make sure their devices are fully charged at home prior to coming to school.





# Hybrid Schedule For Students



*In Person Days: Bring Your Mask  
and Water Bottle*

- Every student must wear a mask on the bus, on school property, and in the school building. We ask each student to also bring an extra mask in case the one they are wearing gets dirty, lost, or cannot be worn. Extra masks will be available in the school for emergencies.
- Students will be provided 2 school spirit cloth face masks at the start of the school year.
- Students must bring a water bottle to school each day. Water fountains will be shut for Phase 1 and 2 of the reopening plan.





# Hybrid Schedule For Students/Parents

## Helpful Kid-Friendly Sites/Videos:

- [Wearing a Mask Helps Stop the Spread of Germs](#) (Lower Elementary)
- [Look Like a Hero: Mask Up!](#) (Lower Elementary)
- [Should Everyone Wear Masks?](#) (Upper Elementary/Middle School)
- [How to Get Kids to Wear a Mask.](#) (For Parents)

*In Person Days: Mask Wearing  
\*Practicing Now\**

- As per Governor Murphy's announcement on Aug. 4th, wearing a face covering is mandatory in the school building/property, unless a documented medical condition prohibits such.
- Essentially, students will be required to wear masks for lengthy periods of time. Weather permitting, "mask breaks" will be built into the schedules. We are asking parents to help with something called 'mask tolerance'. Parents can practice masks wearing with their children to build up tolerance.



# Hybrid Schedule OR Full Remote For Students

*Virtual Days: Lessons Online Like a Regular School Day*



- Students who are on hybrid learning at home or have chosen the full remote option will experience a school day very similar to their classmates. Teachers will provide live lessons to the students in the classroom and to students learning from home.
- Students at home are expected to be online and participate in class lessons, activities, and other learning opportunities provided by their teacher.



# Hybrid Schedule OR Full Remote For Students

*Virtual Days: Find a Quiet Spot to Learn*



- Students are asked to find a quiet and comfortable spot in their home with all their materials/supplies for the school day to maximize their learning opportunities while at home on virtual days.



# Hybrid Schedule OR Full Remote For Students



*Everyone: Take a Tech Break Each Day*

- It is important that each student take a technology break each day. We do not want our students on a computer all day for school and then all night. Take a break, go outside, read a book, call a friend, talk to a parent/guardian, or play a game with family.
- There is time to use your technology and there is time to take a technology break each day.





# Reopening For Our Faculty & Staff

- Start of School with students pushed back to Tuesday, September 8th.
- September 1, 2, 3, 4 will be professional development days for faculty/staff.
  - Health and Safety Training
  - Protocols and Procedures
  - Hybrid Learning
  - Curricular Information
  - New Technology Implementation/Training
- Faculty and Staff provided with:
  - (2) School-spirited cloth masks
  - (1) Face Shield
  - Alcohol-based wipes for classrooms
  - Hand sanitizer in every classroom



# Everyone Does Their Part By Following These Guidelines:

- Do not come to work or school if you are exhibiting COVID-19 symptoms.
- Maintaining personal hygiene by washing your hands frequently.
- Maintaining six-feet of social distance in classrooms, workspaces, and common areas.
- Wearing masks at all times indoors (except in private rooms and offices) and outdoors when physical distancing is not possible.
- Practice now by wearing a mask for longer periods
- Covering your cough or sneezing into a tissue or your sleeve or elbow, refraining from touching your face, shaking hands, or coming into bodily contact with others, and not sharing personal items.



# Cleaning and Building Operations

1. A two-step process will be followed each day and nightly.
  - a. Step 1: Clean and remove all dirt/marks in the classrooms and all spaces and rooms used.
  - b. Step 2: Disinfect all classrooms and other spaces with EPA registered disinfectants recommended for use against COVID-19:
    - i. Electrostatic sprayers and UV sterilizer wands for all desks, chairs, door knobs, railings, and other high touch points.



# Cleaning and Building Operations

## continued...

2. During the school day, bathrooms will be inspected, replenished, and cleaned throughout the day.
3. Cleaning times will be staggered to ensure sufficient open facilities while facilities are closed for cleaning.
4. Administration and custodial staff will collaborate to set the daily cleaning schedule of all classrooms, spaces, bathrooms, and other high touch areas.



# Reopening Reminder

- The New Jersey Department of Health has issued a quarantine recommendation for NJ residents returning to travel to impacted states. Travelers should self-quarantine.
- The quarantine is voluntary although the New Jersey Department of Health expects compliance.



# Reopening Schools Survey

If you haven't done so already, please complete the parent survey, for each of your children, with your program of choice.

- In-Person/Virtual Hybrid Instruction Plan
- Full Remote Virtual Learning Plan

Click On Link to Access Survey:

*Survey will close on  
Friday, August 14th*

<https://forms.gle/kjJCzF2PhoELMX7N9>

***WE ARE BULLDOG STRONG!***

