



Shrewsbury Borough School District

Restart and Recovery Plan to Reopen Schools - Fall 2020

Executive Summary

August 3, 2020

Introduction



We believe that circumstances regarding our reopening plans will continue to change as the transmission and illness rates for COVID-19 patients change in NJ. We anticipate moving between three scenarios for instruction including:

- SBS fully open, 100% attendance of students, faculty and staff with no restrictions or limited restrictions that allow for 100% attendance;
- SBS Hybrid Model, 50% attendance over alternating A/B days with a full Virtual Instruction Day on Friday; students, faculty and staff will follow specific health and safety protocols including 6 feet of social distancing, use of barrier masks, use of plexiglass and other types of barriers, focus on handwashing and personal hygiene, and other measures as needed and appropriate;
- SBS Full Virtual Model, 100% of students receive virtual instruction based on our 8:30 to 12:30 schedule; students are responsible for being present in virtual classes on time, the same grading and academic standards apply as during regular attendance.

Introduction



SBS will offer a Remote Virtual Learning Option for students who choose not to attend school for in-person instruction. The Remote Virtual Learning Option is based on some important principles, including:

- Unconditional eligibility for Full-Time Remote Learning
- Parent Notification & Request for Full-Time Remote Learning
- Access to standards-based instruction that is the same quality and rigor afforded to other students in the district
- Access to requisite educational technology
- Special Education services provided to the greatest extent possible

Guiding Principles



- Consider the safety and wellness of students and employees, first and foremost, by following the guidelines in the New Jersey Department of Education's Restart and Recovery Plan for Education;
- Maintain the continuity of education and meet the rigorous educational standards of the District and State;
- Respond to the needs of vulnerable and high needs populations;
- Be adaptable and flexible with the ability to move throughout the academic year from one to reopening plan to another based on public health needs;
- Maintain consistent communication with students, families, and employees to ensure respect and success within the evolving situation.

Stakeholders



Planning Team

- SBS Administration
- Shrewsbury Board of Education
- Faculty and Staff Leadership
- School Nurse and School Physician
- RBRHS sending districts and RFH sending districts

Feedback and Input

- Parent Survey - 274 responses
- Faculty and Staff Survey - 70 employee responses
- Parent Town Hall via Zoom- over 300 questions submitted

Health and Safety - Student



Social distancing and minimizing exposure

- All desks in classroom are 6 feet apart
- Social distancing and visual indicators prominently placed in all hallways establishing direction of traffic and 6 feet distance from others

Masks/cloth face coverings

- Reusable cloth face coverings provided by the District or can be brought from home
- Students must wear face covering at all times except unless seated at a desk in classroom*

Hygiene

- Hand washing will be required upon entry to school and regularly throughout the school day with either hand sanitizer or soap and water
- Lessons on proper hand washing and hygiene will be taught to age appropriate students

(* unless doing so would inhibit the student's health or the student is under two years of age)

Health and Safety - Student



Monitoring for symptoms

- Temperature checks will be conducted upon entry to the building of all students
- Verbal symptom screening of students will be conducted upon entry to the building of all students
- All staff will be trained in COVID-19 symptom identification to be able to effectively monitor students throughout the school day
- Any student exhibiting symptoms will be directed to an established isolation area until they can be removed from school and must present a doctor's note before returning to school

Protecting vulnerable populations

- Reasonable accommodations will be provided for individuals that the CDC identifies as having a higher risk for severe illness from COVID-19 (e.g. fully virtual option)

Social and emotional wellness

- Students' social and emotional well-being will be prioritized by school counseling staff

Health and Safety - Employees



Social distancing and minimizing exposure

- All desks in classroom are 6 feet apart
- The district will utilize barriers in classrooms, testing areas, and therapy rooms as needed and appropriate for employee safety
- Social distancing visual indicators prominently placed in all hallways establishing direction of traffic and 6 feet distance from others

Cloth face coverings

- Reusable cloth face coverings provided by the District or can be brought from home
- Staff must wear face covering at all times when on-campus except while eating, unless doing so would inhibit the individual's health

Health and Safety - Employees



Cleaning and hygiene

- Hand washing will be required upon entry to school and regularly throughout the school day with either hand sanitizer or soap and water

Monitoring for symptoms

- Temperature checks will be conducted upon entry to the building of all students
- Verbal symptom screening of students will be conducted upon entry to the building of all students
- All staff will be trained in COVID-19 symptom identification to be able to effectively self-monitor students throughout the school day
- Any student exhibiting symptoms will be directed to an established isolation area until they can be removed from school and must present a doctor's note before returning to school

Protecting vulnerable populations

- Reasonable accommodations will be provided for individuals that the CDC identifies as having a higher risk for severe illness from COVID-19

Operations



Use of multiple entrances to minimize student contact at entry

- Multiple entrance points by grade level; minimizing of hallway movement

School Nutrition

- No regular lunch service on 12:30 days; free/reduced lunches offered as needed
- Snack determined by classroom teachers as appropriate

School facilities, water, and ventilation systems

- Classroom and bathrooms cleaned and disinfected throughout the school day and nightly
- Regular sanitizing and disinfecting of all hard, nonporous surfaces and common touch points (e.g. door handles, water fountains, cafeteria tables) using EPA-approved broadband Q256 and RX75, hospital level disinfectants and virucides, UV-C light disinfecting obelisks, and electrostatic sprayers which kill human Coronavirus within two minutes
- Frequent replacement of all heating and ventilation filters throughout the building
- The cafeteria/gym will not be utilized for lunch during the school day but will be sanitized and disinfected after any group uses the space

Instructional Planning



The expectations for the SBS Hybrid, Virtual Instructional Models, and Full-Time Remote Virtual Learning Option have been adjusted to better meet the needs of our students and families. Smaller groups of students afford us the opportunity for intensive instruction each day. By leveraging smaller groups of students, SBS will provide higher quality, more thoughtful, and intensive instruction each and every day with the goal of accelerating progress through the curriculum and to provide a deeper, more thorough learning experience for each individual student.

We have made adjustments to our models with input from parents and teachers. A new model of virtual learning was successfully monitored and implemented during our Title I Summer Remote Learning Academic Program. We maintained continuous, consistent communication to ensure that students were engaged and participating independently with the intention of having a proven successful model for future remote and virtual learning.

Instructional Structure - Important Notes

- Academic and educational rigor and expectations are not diminished or reduced. Rigor and expectations remain high, but are adjusted to address the instructional model implemented.
- Middle School: If an assignment is taking longer than expected (for example 30 minutes) the student will stop at 25 minutes and identify and communicate exactly why the assignment couldn't be completed in 30 minutes and communicate with the teacher immediately for follow-up that day.
- Elementary School: Students and parents will communicate difficulty of an assignment and student's ability to complete the activity independently. Was the activity completed independently, with some help, or needed total assistance? Parent will communicate exact difficulty for follow up and remedy with teacher.

Instructional Structure - Important Notes



Social and Emotional Well Being

- Prioritized by our counseling staff who will communicate with parents and students in-person as well as virtually

Professional Development

- September 1st and 2nd will be dedicated to training teachers on the structure and expectations for the 2020-2021 school year as well as preparation time for them
- Teachers will be trained and supported by the teachers who helped develop and implement this model with success in July 2020
- The school nurse will train staff on signs, symptoms, and school procedures regarding COVID-19

Remote Virtual Learning Option




- Special Education services provided to the greatest extent possible.
- Families/guardians having limited access to equipment or the internet shall inform the Superintendent or his designee. The district shall make reasonable effort to support the remote instruction by facilitating services and/or providing equipment.
- Students are eligible to transition from Full-Time Remote Virtual Learning to the In-Person Education Program. Requests to transition from Full-Time Remote Learning to the In-Person Education Program shall be submitted to the Superintendent at least 15 days before the start of a marking period and be approved within 15 days. Families may be required to participate in scheduled meetings during the transition period.
- There will be frequent, consistent communication among families, teaching staff members and administration to ensure that opportunities are as readily accessible as possible.

Instructional Structure - Hybrid Model



- Students will be divided into two groups and will have in-person instruction on alternating days
- In-person instruction will be intensive, small group, and directly related to remote learning days
- Dedicated instruction to teach children how to be a remote learner
 - How to manage and track supplies
 - How and when to ask a question on remote learning days and when to expect an answer
 - How to access and use materials (digital and physical)
- Students will receive materials and developmentally appropriate schedule for their remote learning days in advance
 - Students who are not yet reading will have picture based schedules so they can work independently

Instructional Structure - Virtual Learning Days



Virtual Learning Days Schedule

(teachers and students are home, part of Hybrid Model, expectations if school is closed and all instruction is virtual)

- Middle school and specials teachers will follow the half-day bell schedule for Google Meets; academic subjects will hold groups of approximately 10 or less virtually; links to be appropriately scheduled and available on teacher's Google Classroom
- Elementary teacher will send students developmentally appropriate schedule for a virtual learning day in advance of that day; small groups of 5 or less students for academic subjects
- Additional small group help and work will be held during 1:30 p.m. - 3:00 p.m. (as needed)

Bell Schedule - In-Person and Virtual Learning Days



- The half-day bell schedule will be followed on in-school and virtual learning days for our middle school teachers, middle school students, and our specials teachers.
- This is the same bell schedule we follow on any half day session.
- No homeroom on Virtual Learning Days - attendance taken by period.

Homeroom	8:20 - 8:27
Period 1	8:30 - 9:00
Period 2	9:00 - 9:30
Period 3	9:30 - 10:00
Period 4	10:00 - 10:30
Period 5	10:30 - 11:00
Period 6	11:00 - 11:30
Period 7	11:30 - 12:00
Period 8	12:00 - 12:30

Instructional Structure - Attendance



Remote Learning Days

- **Middle School:** On days when students are not attending school in-person, they will be required to check-in and complete assignments remotely in Google Classroom
- **Elementary School:** Student attendance and participation will be monitored by attendance in scheduled virtual meets

Virtual Learning Days

- **Middle School:** Attendance will be taken by each teacher following the half-day bell schedule for that period and for any additionally scheduled meet
- **Elementary School:** Attendance and participation will be monitored by attendance to all scheduled virtual meets throughout the day following a schedule provided in advance

****If a student does not attend a scheduled meet or complete assigned work, the teacher will reach out to student and parent that day to follow up with any assistance regarding access or work.**

Instructional Structure - Assignments



Middle School

- Google Classroom will be managed uniformly, as will assignments, across all grades and content areas so students and parents can easily find and track assignments for remote and virtual learning days.
- No additional homework. Homework type assignments will be completed on a remote day and utilized on the following in-person day for accountability.
- Hybrid Model:
 - In-school and remote assignments will be directly related. Students will be accountable for the work completed on a remote day on the following in-person day. An assignment should not take longer than the period for that subject on that day (30 minutes for a single block, 60 minutes for a double block).
 - In the hybrid model, any tangible item needed on a remote day will be provided prior to the assignment.

Instructional Structure - Assignments



Elementary School

Hybrid Model:

- In-school and remote assignments will be directly related. Assignments will be template and routine based, however the content will change by subject and unit.
- In the hybrid model, any tangible item needed on a remote day will be provided prior to the assignment.

Virtual Model/Days:

- A schedule will be provided in advance of the day. The schedule will include necessary materials, instructions, and Google Meet times.

Instructional Structure - Contact Time



Remote Days

- If a student has a question for a teacher, they will contact the teacher via email the moment they notice they need additional help. The teacher will reply accordingly with email and/or a Google Meet between 1:30 p.m. - 3:00 p.m. the same day. A student or teacher may request additional instructional time (small group of 10 or less) between 1:30 p.m. - 3:00 p.m., Monday through Friday, as needed.

Virtual Model/Days

- Students and teachers will follow the half-day bell schedule (middle school and specials) and hold a Google Meet during that period(s) in small groups (of 10 or less). If a student does not attend the scheduled Meet, the teacher will reach out to the student and parent that day to address any issues.