

East Newark School District
Reopening Plan



Approved by the East Newark Board of Education: July 29, 2020

Reopening Committee	
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Introduction

The *East Newark School District Reopening Plan (ENRP)* provides detailed guidance for in-person and remote instruction to all pre-kindergarten to grade 8 students who attend the East Newark School District. The *ENRP* is fluid and subject to change. Modes of instruction and attendance patterns may change abruptly. An increase in the number of cases in New Jersey or Hudson County, a spike of illness in East Newark, or an outbreak of illness among our students and staff may affect our plans. We will prepare for as many options as possible, including following state guidelines for mandatory quarantines for students and families arriving from other states. Our decisions will be based on scientific evidence supported by Center for Disease Control (CDC) guidelines, New Jersey State mandates and the educational and health needs of our students, faculty, staff and common-sense.

This plan includes information regarding both in-person education and remote/virtual learning and is informed by *The Road Back, Restart and Recovery Plan for Education* (New Jersey Department of Education, 2020). As such, all page references refer to *The Road Back* and anticipated minimum standards (AMS) are identified in the *ENRP*.

The *ENRP* considered the concerns expressed by individual teachers and parents based on survey data. Parents and interested community members are also encouraged to view the *East Newark Reopening Plan Video (ENRP-V)* [To be released] which describes the protocols and expectations for students and staff. Conscious of the social / emotional needs of our students, the Code of Student Conduct (CSC) has been revised to reflect expectations for student behavior that come with reopening.

Despite the challenges ahead, the Reopening Committee is confident that this plan will minimize disruptions amongst our families while providing our students with the best opportunity to learn in a safe and healthy school.

General Health and Safety Guidelines

The health and safety of our students, staff and visitors is our preeminent concern. The following guidelines aim to ensure that all who enter our school remain safe and healthy. Building entry screening protocols apply to all who enter the building. This includes students, staff, and all visitors.

Students will arrive no earlier than 8:25 a.m. One teacher and one paraprofessional will be assigned to each entry. They will ensure that each student's temperature is checked, hand sanitizer is applied and all entrants have appropriate face covering (p. 24). Students will go directly to their class using the appropriate stairwell.

Many students travel internationally during the summer. Students returning from out of the country, or from a state with a spike in coronavirus cases, will quarantine for 14 days.

Personal Hygiene is key to preventing the spread of the virus. Students will be provided personal hygiene and sanitizing instruction daily (grades PK to 3) and weekly (grades 4 to 8) by classroom / homeroom teacher and/or the school nurse. Students will learn to wash hands for at least 20 seconds, and at regular intervals. Pre-K & Kindergarten students will use hand sanitizer under adult supervision.

A sanitizing station will be located in each classroom, which will allow students to sanitize hands after sneezing or coughing. A thorough washing of hands will be required after bathroom use, before and after meals.

Objects will not be shared. Materials used for instruction (art and science) will be assigned to each individual. For example, baggies identified with each student's name may be used for art supplies.

Textbooks and novels and other classroom materials such as digital technology will also be labeled for individual use. Lower elementary students will be provided with a collection of storybooks which will be sanitized before being redistributed.

Physical contact is prohibited. This includes seemingly innocuous contact such as handshakes or high fives. The use of water fountains is discouraged. Students and staff are encouraged to bring their own bottled water (p. 29).

Medically compromised students or those in need of remote learning due to quarantine or other related factors will be provided with virtual home instruction as per NJAC 6A:16-10.1-2. *(This may be provided after school by our own teachers who wish to work).*

Classrooms, Testing and Therapy Rooms

Social distancing will be practiced whenever possible. To the maximum extent practical, all staff and students will maintain a social distance of six feet. (p. 17)

Desks and tables will be turned in the same direction (p. 18). To provide a physical barrier, students are required to wear face shields throughout the day (p. 18). Students or staff who fail to wear a face shield will be provided a mask.

Class schedules have been adjusted to ensure a minimum number of students per class and, to the maximum extent possible, reduce the concentration of students and staff in one location.

Currently, grade 5 is the largest class with 31 students. As the largest class, it will be divided and both classes will be assigned to the recreational center. Mrs. Machcinski will be the second, fifth grade teacher. The recreational center will require a partition and desks as well as electrical outlets and appropriate supplies

The art/music room will serve as the additional space for grade 4. Ms. Rugani will be assigned to teach the additional fourth grade class.

To minimize contact, students will remain in their classroom and teachers will move from class to class. This applies specifically to the middle school and specialists, e.g. art and music.

Physical Education instruction will consist of health for the first part of the year. We hope that improved conditions will allow for outdoor and indoor physical activities in the months ahead.

Wherever possible, classroom assignments have been adjusted to allow for social distancing as per the formula: 6.0-foot radius per student = 113 net square footage per student (p. 19).

To reduce class size preschool will remain on an AM/PM schedule.

Kindergarten, first grade, second and third grades have low enrollment and will remain in their currently assigned classroom. Students will be socially distanced to the fullest extent possible. Those with desks will be placed in rows to reduce student contact. Developmentally appropriate practices will take place in order to support students early developing needs.

Room 4 (adjacent to the nurse's office) will be used as the isolation room for students showing symptoms of Covid-19.

Grade six will be assigned to the cafeteria. Partitions will be used to reduce noise and distractions. Seventh and eighth grade will be divided. Current middle school teachers will go from the previous 90 minutes of instructional time in each of their respective subject areas to 45 minutes in order to allow rotations within the classroom splits. Additional courses are being added to maximize instruction and remediate skill deficits and regression. The enrichment periods will be taught by the BSI math teacher and the reading specialist.

This proposal eliminates one special education teacher and places the reading specialist and BSI teachers in the classroom to maintain interventions at the middle school level. Reduced class size and the inclusion of paraprofessionals will assist in providing maximum supports to students.

Room Assignments

Rec Center	Cafeteria	1 st Floor / Media Center	1 st Floor	2 nd Floor	3 rd Floor
Pre – Kindergarten Borisuk <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> A.M. 7 P.M. 7 </div> Room: Recreational Center	Grade 6 Castro Room: Cafeteria <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 20 </div>	<div style="border: 1px solid black; width: 40px; height: 40px; margin: 5px auto;"></div> Room: Media Center	Kindergarten Room # 8 Vanessa Jablonsky <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 13 </div>	Grade 4A Room # 12 Padilla <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 16 </div>	Grade 8A Room # 19 Luniewski <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 14 </div>
Grade 5A Herskovitz <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 16 </div> Room: Recreation Center	(Cubbies)	Rear Entrance Room #7	Grade 1 Room # 9 Kane <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 15 </div>	Grade 2 Room # 14 Perkins <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 13 </div>	Grade 7A Room #18 Costanzo <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 11 </div>
Grade 5B Machcinski <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 15 </div> Room: Recreation Center	Speech Room # 1 Unoccupied	Nurse Room # 3 Acuna	CST/Supervisor Office Rooms # 5 & 6	Grade 4B Room #15 Rugani <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 15 </div>	Grade 7B Room # 17 Fullerton <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 11 </div>
		Isolation Room Room # 4		Grade 3 Room #11 Acuna <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 13 </div>	Grade 8B Room # 20 Busanich <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> 14 </div>
				C.S.A. Room # 10	Guidance Room # 20A
				Business Administrator Room # 15 A	

Transportation

Since East Newark is a walking district, transportation is provided only for students educated out of district and for field trips. Field trips are cancelled until further notice.

Students who are transported on bus to their placements outside the district will maintain social distance while on the bus and, when practical, wear a mask (AMS), (p. 21). Buses will be sanitized before and after each trip.

Student Flow, Entry, Exit and Common Areas

Entrances in the main building will be increased from one to three. These include; front, rear and rear-side entrances. At the recreational center students will access the front, side and side rear doors.

In the main building, grades K –1 will enter through the rear-side door. Grades 2 – 4 will arrive through the front door, and Grades 6 to 8 will arrive through the rear door. Students with younger siblings will escort them first to their assigned entrance. The older student will then enter through their assigned entry.

Grades Pre-K, and 5 will use recreational center entries. Pre-K will enter through the front door. Grade 5A will enter through the recreational center side front door through the alley. And, grade 5B will enter through the recreational center side rear door (closest to the Senior Center).

While preparing to enter the buildings, students will maintain a social distance of six feet. The floors, stairwells and hallways will be marked to show traffic flow and to indicate social distancing, and a limited the number of students will be permitted in the hallway (p. 24). The western stairwell (closest to North Third Street) will be designated “UP,” and the far or eastern stairwell will be designated for “DOWN.”

To minimize classroom exchanges, particularly in the middle school, students will remain in the classroom and teachers will change rooms to teach their respective classes.

Limitations will be placed on the number of students that can use bathroom facilities at one time. Only two students will be permitted in their respective bathroom at one time. Students requesting to use the restroom will first report to the main office.

In-Person & Remote Learning

Parents may request remote learning by submitting the form “*Request for Remote Learning*” available on the school website. Requests for full-time remote learning must be presented to the district by August 14, 2020.

Children will benefit from a consistent learning experience. Transitioning from in-person to remote learning (or vice-versa) is discouraged. However, parents may choose to transition by

submitting the form *“Request to Transition from Remote to In-Person Learning”* available on the school website. Or, those who wish to transition their child from in-person to remote learning will submit the form *“Request to Transition from In-Person to Remote Learning”* also available on the school website. Any transition will require four weeks to process.

The scope and expectations for fulltime remote learning will be rigorous. Children in grades Pre-K to fifth can expect 1 to 2 hours of screen time daily, in addition to off-line assignments. Children in middle school can expect 3 to 4 hours of screen time daily, in addition to off-line assignments. Attendance will be determined by the (homeroom) teacher. Students will need to “sign-in” daily by 8:45 a.m. Younger students will need assistance from a parent.

In-person learning will be conducted on a half day schedule. Students will arrive at 8:25 a.m. and be dismissed at 12:40 p.m. The focus of in-person learning will be the academic content areas; English language arts, math, science and social studies. Physical education, art and music will be conducted remotely for all students.

All instruction (remote and in-person) will be aligned to the NJSL. Assessments for remote learning will be similar to those provided to students physically attending school.

Teachers will provide all students with access to google classroom, which will be used to post assignments, assessments and instructional videos.

To facilitate learning, all students will be issued a Chromebook. Parents are responsible for safekeeping and ensuring that issued technology is used for academic purposes only.

Screening, PPE, Response to Students and Staff Presenting Symptoms (AMS) p. 23.

Screening is essential to preventing the spread of the virus. Temperature checks, with symptom screening for all visitors, staff and students is mandatory.

Symptom screening cards will be provided to all students, staff and visitors. Any one confirmed symptom may disqualify any individual for entry, if not otherwise explained.

As the fall brings illnesses such as the flu, respiratory infections, and whooping cough, students who present with such types of illnesses will be excluded and required to provide medical clearance before returning to school.

A designated isolation space has been reserved for those showing symptoms (p. 25). A paraprofessional will be assigned to provide adult supervision.

Parents will be contacted using the cell phone information provided. Isolated students must be picked up by a parent or designated guardian immediately. Parents who fail to pick up their child within one hour of notification are subject to a fine of \$45 per hour.

Students who are symptomatic will be Quarantined for 14 days, or until evidence is provided certifying the student is Covid-19 free. The student will be required to provide certification from their health care professional permitting them to return to school.

All students and staff must wear face covering before entering the building (p. 9). Moreover, Students are required to wear face covering when social distance cannot be maintained (p. 9). Upon entry to the building, students will report immediately to their classroom.

Contact Tracing

Contact tracing will be coordinated with the Department of Health. To facilitate contract tracing, all visitors will sign in with name, phone number and address (p. 9). Visitors will receive a screening card and are required to undergo a temperature check.

Facilities Cleaning Practices (AMS) p. 28.

To ensure a clean and sanitized building, the following procedures will be followed (p. 9)
Bathrooms – cafeteria - handrails – desks – water fountains – playground equipment - all items used by multiple users will be sanitized regularly.

The need to frequently sanitize the school building throughout the day will require additional custodial personnel. The East Newark Board of Education authorizes the hiring of two additional, part-time custodians.

The following schedule will ensure that all occupied spaces and playground equipment are cleaned and sanitized regularly.

Time	Area	Custodian	Time allotted (minutes)
7:00 a.m.	BR	MM	20
7:30	CR/S/ BR/ L/M/O/N	MP	20
8:00	L	C1	20
8:30	BR	C2	20
9:00	S	MM	20
9:30	BR	MP	20
10:00	N / S	C1	20
10:30	BR	C2	20
11:00	N	MM	20
11:30	BR	MP	20
12:00	M	C1	20
12:30	BR/ S	C2	20
1:00	O	MM	20
1:30	BR	MP	20
2:00	O	C1	20
2:30	B / S	C2	20
3:00	N	MM	20
After school	CR/S/ BR/ L/M/O	MP	20

CR:	Classrooms
S:	Stairwells and handrails
BR:	Bathrooms
L:	Lobby
M:	Media Center
O:	Office areas (CST / Main / Sup. / Guidance)
N:	Nurses office
B:	Bus

Meals

Proper nutrition is “critical to student health and well-being” (p. 10). Since the majority of East Newark students receive a free or reduced price breakfast and lunch, uninterrupted food distribution is essential.

Students participating in remote learning will be provided breakfast and lunch daily. Food for these students will be distributed from the rear entrance of the building each day from 1:00 p.m. to 1:30 p.m.

Students who are attending school in-person will receive breakfast and lunch daily, before dismissal. All meals will be consumed at home. Family style, buffet, self-service lunch is prohibited (P. 10.)

Recess & Physical Education

Due to the half-day schedule, recess will not be provided on a regular basis. The physical education curriculum will focus on health and be provided to all students remotely.

Field Trips, Extracurricular Activities & Use of Facilities Outside of School Hours.

Until further notice, field trips will not be scheduled for the 2020 – 2021 school year. Extracurricular and athletics may be scheduled as per the guidance from the New Jersey Department of Education and the CDC.

To limit exposure and possible virus transmission, the school building and the recreation center will not be used for school extracurricular activities outside of school hours.

Visitors

Visitors must wear facemasks, except for those under 2 years old (AMS) p 25. and must have an appointment.

To facilitate contact tracing, all visitors will sign in with name, phone number and address (p. 9). Visitors will have their temperature checked.

In person meetings with parents will be limited. Instead Zoom / Google Meets will be the preferred method of meeting.

Parents will not be permitted to enter the building without an appointment. Items that parents bring to school for their child (homework, lunch, clothing, etc.) may be placed in the drop off box located outside the main doors of the school building.

Communication with parents and guardians

We intend to support “students and staff in feeling safe, connected, and hopeful” (p.33). As such, we will establish routines and maintain clear communication with our parents and the community (p. 33). To receive important information from the school, it is essential that parents update phone and email addresses.

Parents are also encouraged to follow the Superintendent’s Twitter feed ([@EastNewarkCSA](#)) where important school information will be posted regularly. Parents are also encouraged to visit our website regularly.

To prevent the spread of the virus, all communications will be paperless. Parents must provide updated contact information to receive timely information from the school. Parents may receive paper correspondences through regular USPS only upon request.

Student and Family Support

School discipline will be enforced equally and consistently by the faculty and staff. With an emphasis on health and safety, physical contact is not permitted. Students will be reminded to practice hand washing and to follow the appropriate traffic patterns. To address equity, the CSC (Code of Student Conduct) will be revised.

We will “ensure that all students have at least one caring staff member who check in regularly with them and who their family is able to connect with for any needed supports” (p. 34). Social and emotional supports will be made available and provided by the guidance counselor and child study team members as appropriate based on the individual needs of students.

Special education will be provided in the form of a consultation, ICRS, and ISS model. Students and teachers provided with an ISS will also benefit from consultation from a special education certified teacher.

Conclusion

The *ENRP* is our local plan to return students to school in a safe and healthy manner. The plan will inevitably change to address new challenges, so parents are encouraged to frequently check the school website for updates.

Since the focus must always be on our students, I encourage parents to communicate with the school administration. Your perspective and suggestions may benefit all of us.

Finally, we thank you for patiently enduring so many obstacles and challenges over the past six months. It is a sure sign that this community working together will always do what is best for children.

~ The Reopening Committee