



2021-2022 GUIDEBOOK

Guidelines, Resources, and Best Practices for the Elizabeth PublicSchools Return to School PlanREVISED January 15, 2022



MESSAGE

ELIZABITH PUBLIC SCHOOLS FROM THE SUPERINTENDENT

January 15, 2022

Dear Elizabeth Public Schools Learning Community,

As we prepare for the reopening of schools to in-person learning on Tuesday, January 18, please be advised that there have been several guideline updates as it pertains to exposure to COVID-19, quarantining, and wearing masks. In our commitment to provide the safest learning environment possible for all students and team members, we wanted to share these guidelines with you to provide a better understanding of the protocols that our district will be observing in accordance with the New Jersey Department of Education (NJDOE). In recent days and weeks, the NJDOE has updated its guidelines in accordance with CDC recommendations and will continue to do so as information is gathered, analyzed, and assessed. It is important that we remain flexible as these guidelines are dictated by conditions that have changed repeatedly and rapidly. The 2021-2022 Guidebook has been updated based on the guidelines that have been put in place by the NJDOE.

It is our goal to continue to provide students with the in-person education they deserve that best addresses their academic, social, and emotional needs and development. Our best chance of succeeding in this effort is working together and observing these guidelines to keep our students, team members, and families as safe as possible.

I look forward to welcoming our students and team members back on Tuesday, January 18 and encourage everyone to continue doing their best to take the necessary steps as individuals and as a community to help protect one another and keep each other safe and well. Thank you as always for your continued support and understanding.

Olga Hugelmeyer Superintendent



THE RETURN TO SCHOOL

We recognize the importance of returning students to our schools for in-person instruction, as well as the overarching need to protect the health and safety of our students and team members. We expect that COVID-19 will be present, to some degree, in our community throughout the school year. Our district is prepared to respond in the event that we experience a COVID-19 exposure.

Education, just like healthcare and food provision, is essential to our community, and as such, the return to of our schools for in-person instruction with strict safety protocols will be prioritized.

The safety of our team members is also a critical priority in the return to school guidance and decisions. We have highlighted key staff safety measures in a standalone section that summarizes safety measures set forth throughout this document to protect staff and students.

OUR PLEDGE

Returning to Schools Responsibly





THESE CORE VALUES HAVE GUIDED THE WORK OF THE ELIZABETH BOARD OF EDUCATION, EPS SUPERINTENDENT, ADMINISTRATORS, AND TEACHERS TO ENSURE A SAFE RETURN TO SCHOOL IN THE 2021-22 SCHOOL YEAR FOR EACH AND EVERY STUDENT:



EXCEED MINIMUM EXPECTATIONS TO PLACE HEALTH AND SAFETY FIRST FOR OUR STUDENTS AND TEAM MEMBERS



PROVIDE HIGH-QUALITY INSTRUCTION TO ALL STUDENTS



DELIVER ACCURATE AND TIMELY COMMUNICATION TO TEAM MEMBERS AND FAMILIES AS NEEDED AND KEEP ALL STAKEHOLDERS INFORMED THROUGHOUT THE SCHOOL YEAR



MESSAGE FROM THE SUPERINTENDENT

January 11, 2022



"Among other things keeping our schools open is critically important our kids learn better when they're in their regular classrooms, our educators are more effective when they are before a classroom - virtual learning is no replacement for in person education. I don't believe there's any argument against this" stated Murphy.

"Because we must keep our kids learning in person I want to be clear with by the way with no joy with no joy again with no joy that the mask mandates in schools and daycare centers will continue at least for the foreseeable future. These requirements again give us no joy, but they are only responsible course of action at this time."



MESSAGE

FROM THE SUPERINTENDENT



Mayor J. Christian Bollwage The City of Elizabeth, and The Department of Health and Human Services Presents:

COVID-19 TESTING

Monday-Friday 9AM-5PM Saturday 10AM-3PM STEPHEN SAMPSON CENTER 800 Anna Street Elizabeth, NJ

Health Insured Individuals Please Bring: Insurance Information & Photo ID Uninsured Individuals: Photo ID No out of pocket cost to participants

Register online at: testnj.online

Accepting Walk-Ins January 10-15TH BY APPOINTMENT ONLY Starting January 18, 2022

> PLEASE NOTE: All participants must wear masks. Testing is taking place indoors This is not a drive-thru testing site We do not have rapid test







MESSAGE

FROM THE SUPERINTENDENT

Covid-19 TESTING RESOURCE GUIDE

Berts Pharmacy

601 Elizabeth Ave #A Elizabeth, NJ 07206 908-351-0644 FEES MAY APPLY Monday-Friday 10:00am-6:00pm

Camacho Pharmacy

509 Elizabeth Ave Elizabeth, NJ 07206 908-355-1784 FEES MAY APPLY*call for details Walk ins welcome

Colton's Pharmacy

851 Elizabeth Ave Elizabeth, NJ 07201 908-353-8200 ID AND PROOF OF ADDRESS Walk ins welcome Monday-Friday 10:30am- 4:00pm Children 11am-3:00pm

Covid Clinic Mobile Van

651 Kapkowski Rd. Elizabeth, NJ 07206 877-219-8378 FEES MAY APPLY Need appointment Monday-Saturday 10:00am-3:30pm

CVS Pharmacy

430 Westfield Ave Elizabeth, NJ 07208 908-351-7911 Insurance optional Need appointment

High Touch Pharmacy

344 W Grand Street Elizabeth, NJ 07202 908-353-2000 PCR TEST FREE WITH OR WITHOUT INSURANCE FEE FOR RAPID PCR Appointment Only Monday-Friday 10:00am-3:30pm Saturday 10:00am-3:30pm

Kean University

1000 Morris Ave Union, NJ 07083 908-737-5326 INSURANCE OPTIONAL Need appointment

Take Care Pharmacy

182 A Elmora Ave Elizabeth, NJ 07202 (908) 351-5768 FREE WITH INSURANCE FEES MAY APPLY FOR UNINSURED

The Extra Supermarket Pharmacy

838 E Grand St. Elizabeth, NJ 07201 908-662-0057 INSURANCE OPTIONAL Walk ins welcome Photo ID



NJDOH GUIDANCE ISSUED ON JANUARY 12, 2022





PO Box 360 Trenton, NJ 08625-0360 Judith M. Persichilli Commissioner

For Release: January 12, 2022

For Further Information Contact: Office of Communications (609) 984-7160

New Jersey Department of Health Releases Updated Recommendations for K-12 Schools

Measures Focus on Isolation and Quarantine, Areas of Very High COVID-19 Transmission

TRENTON - Today, The New Jersey Department of Health (NJDOH) has released <u>updated guidance</u> for K-12 schools which includes updated school exclusion criteria to reflect CDC's recent reduction in isolation and quarantine timelines. This guidance also includes recommendations for additional measures schools can implement in regions with very-high COVID-19 community transmission, which were shared with schools on December 30, 2020.

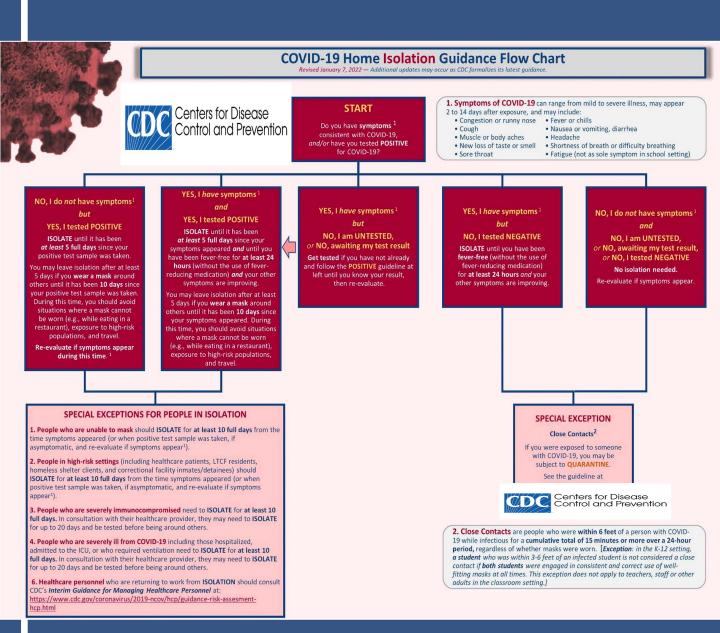
NJDOH's guidance on isolation and quarantine follows the federal Centers for Disease Control and Prevention's (CDC) guidance. The shortened timeframes for isolation and quarantine focus on the period when a person is most infectious, followed by continued masking for an additional five days.

The updated recommendations for when schools are in regions with very high COVID-19 community transmission (red on the COVID-19 Activity Level Report (CALI) map) support in-person instruction by adding additional precautions for extracurricular activities that pose challenges for appropriate physical distancing and masking. This document does not apply to childcare settings.

"We know that students benefit from in-person learning, and safely continuing in-person instruction remains a priority," said Health Commissioner Judith Persichilli. "These recommendations will help local health departments and schools in handling COVID-19 cases and exposures among students and staff to ensure healthy outcomes for all."

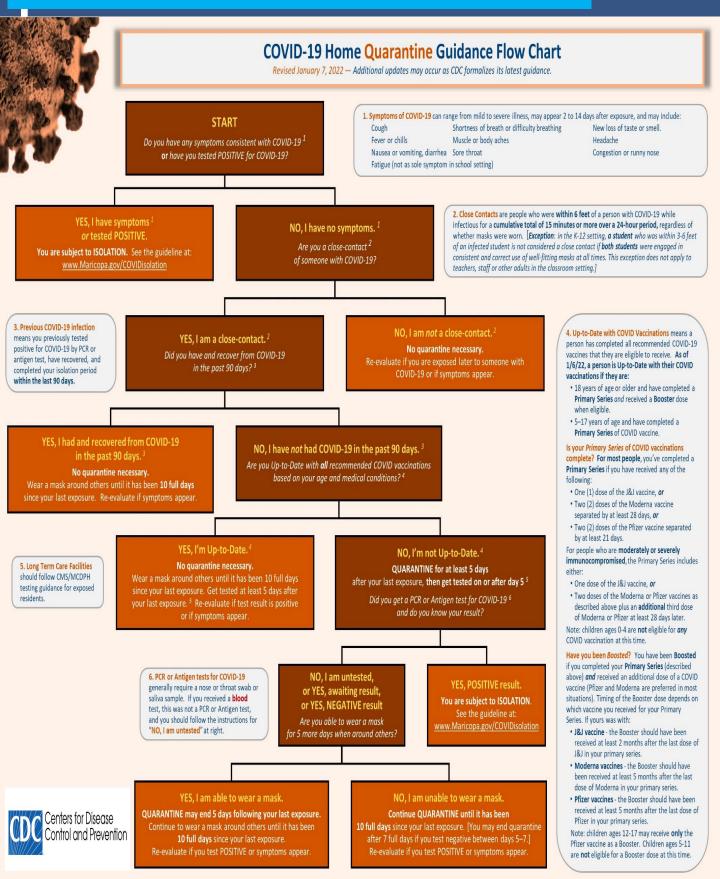


HEALTH & SAFETY





HEALTH & SAFETY





COVID-19 PROTOCOL & NOTIFICATION

Scenario	Immediate Actions	Communication
Scenario 1: A student or staff member either exhibits COVID-19 symptoms or has a temperature of 100.4 or above or is exhibiting symptoms.	 Student who have COVID-19 symptoms should be tested for COVID-19 on Day 5. Quarantine for 5 days. If symptoms persist quarantine is extended an additional 5 days. If the symptoms have improved and are fever- free by the end of Day 5, the student can return to work on Day 6. Students/staff need to wear masks outdoors, including during outdoor physical education classes or school sports on Days 6-10 after completing a 5-day isolation or quarantine. 	Parent provides the COVID test results to the principal and school nurse.
Scenario 2:	Student/staff stavs home	
Scenario 2: A family member or someone in close contact with a student or staff member (outside the school community) tests positive for COVID-19	 Student/staff stays home School administration notified Student/staff instructed to get tested around day 5 after exposure to COVID Unvaccinated Student/staff instructed to quarantine, even if they test negative, for a full 5 days after date of last exposure to COVID-19 case All of the children in the home must quarantine for 5 days and if unvaccinated test on Day 5. Classroom remains open If student/staff tests positive during quarantine, see Scenario 3 below 	Parent notifies principal and school nurse of family member with COVID. OR <u>For Classroom Settings:</u> Letter to Student/Staff Member who is a Close Contact of a COVID-19 Case AND Letter to Student/Staff Member in Classroom
Scenario 3:	 Student/staff sent home if not already 	
A student or staff member tests positive for COVID- 19.	 guarantined School administration notified Public Health Department notified Student/staff instructed to isolate for 5 days, if symptoms continue isolate for additional 5 days. Unvaccinated School-based close contacts identified and instructed to quarantine for 5 days and test on Day 5. If there are three positive cases in the class, classroom closes. 	<i>For Classroom Settings:</i> Letter to the Student/Staff Member Who is a COVID-19 Case AND Letter to Student/Staff Member in classroom.

COVID-19 PROTOCOL ELIZABITE FUELCICION WITH ALMON THE ALMONT AND A COVID-19 PROTOCOL

Immediate Actions	Communication
Student/staff may return to school	Student family/staff to bring evidence of negative COVID-19 test or medical note if testing not performed
 Student/staff member does not need to quarantine if exposed. 	Student family/staff to bring evidence of COVID-19 test or medical note with date of COVID positive case in order to ensure 90- day period.
 Student/staff must remain in quarantine for a full 10 days after date of last exposure to COVID-19 case. Test on Day 5 	Student family/staff to bring evidence of COVID-19 test or medical note if testing not performed.
	 Student/staff may return to school Student/staff member does not need to quarantine if exposed. Student/staff must remain in quarantine for a full 10 days after date of last exposure to COVID-19 case.



COVID-19 PROTOCOL LIZABITE PUBLIC SCHOOLS & NOTIFICATION

Isolation and Quarantine Guidelines

Virtual Learning for Students

Remote learning is available for the following students:

Students who are isolating or quarantining because of exposure to COVID-19



EXCLUSION FROM SCHOOL

Parents should not send students to school when sick. NJDOH recommends that students with the following symptoms be promptly isolated from others and excluded from school:

Parents/Guardians or staff members who answer "Yes" to any one of these questions needs to contact the school administrator, school nurse and your physician

 Has your child experienced two of more of the following symptoms? Fever, chills, chills, muscle aches, headache, sore throat, nausea or vomiting, diarrhea, fatigue, congestion, or runny nose; 	NO V	YES STAY HOME and seek medical care
 Has your child experienced ONE of the following symptoms? Cough, shortness of breath, difficulty breathing, new loss of smell or new taste disorder. 	NO V	YES STAY HOME and seek medical care
 Within the past 10 days, have you had close contact with someone who has been confirmed as having COVID-19? 	NO V	YES STAY HOME and seek medical care and testing
 Has someone in your household been diagnosed with COVID-19? Quarantine if you have been in <u>close</u> <u>contact</u> with someone who has COVID-19, unless you have been <u>fully vaccinated</u>. Unvaccinated must quarantine and get tested 5 days after exposure. 	NO V	YES STAY HOME and seek medical care and testing
 Have you traveled internationally? Vaccinated travelers have to get tested with a <u>viral test</u> 3-5 days after travel. <u>Unvaccinated travelers</u> Get tested with a <u>viral test</u> 3-5 days after travel AND stay home and self-quarantine for a full 5 days after travel. 	<u>NO</u>	YES STAY HOME Contact the school nurse and your

physician



PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

WHAT TO EXPECT WHEN RETURNING TO SCHOOL

- We have developed routines to ensure students wash their hands or use hand sanitizer upon arrival to campus; after using the restroom; after playing outside and returning to the classroom
- We have posted signage in high visibility areas to remind students and staff of proper techniques for handwashing and covering of coughs and sneezes and other prevention measures
- We have ensured adequate supplies to support healthy hygiene behaviors, including soap, tissues, face coverings and hand sanitizers (with at least 60 percent ethyl alcohol) for staff and students who can safely use hand sanitizer
- We have suspended use of drinking fountains. We are encouraging the use of reusable water bottles. Refillable water fountains are being installed.
- We have minimized the sharing of supplies and equipment among staff and students to the extent feasible. When items must be shared, clean and disinfect items between uses



HAND HYGIENE

PHYSICAL DISTANCING







GENERAL

- We will train students on protocols for physical distancing for both indoor and outdoor spaces
- All schools and offices have signage reminding students and team members about physical distancing in prominent locations throughout each school
- Visitors to our schools must be vaccinated.



PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

WHAT TO EXPECT WHEN RETURNING TO SCHOOL

PHYSICAL DISTANCING (cont.)

HIGH SCHOOL

Student desks will be spaced at least three feet apart

ALL SCHOOLS

- Class sizes are as small as practicable
- Teacher and staff desks will be distanced at least six feet away from students' desks to minimize the risk of adult-to-child disease transmission.
- Ventilation has been increased by increasing outdoor air circulation (e.g., by opening any operable windows), using air purifiers and increasing ventilation rates whenever possible.
- We have reduced the amount of furniture and equipment in the classroom to facilitate distancing and reduce high-touch surfaces.
- Our student desks should be faced in the same direction (and not facing each other) to minimize risk of disease transmission.
- We have ensured adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, electronic devices, etc.) to the extent practicable, or limit use of supplies and equipment to one group of students at a time and clean and disinfect between uses.
- Keep students' belongings separate so that students do not come in contact with other students' belongings. Students will be required to carry their instructional materials/laptop in their backpack. There will be no access to lockers to avoid students congregating.

NON-CLASSROOM SETTINGS

<u>Restrooms</u>: Stagger restroom use by groups of students to the extent practicable, and/or assign certain groups of students to use certain restrooms.

Physical Education:

- We are conducting activities outdoors whenever possible, with appropriate physical distancing within cohorts to the extent practicable.
- We are going to limit use of shared playground equipment in favor of physical activities that require less contact with surfaces and allow for greater physical distancing.
- Cloth face coverings must be worn during indoor/outdoor physical conditioning and training or physical education classes. Students should take a break from exercise if any difficulty in breathing is noted and should change their face covering if it becomes wet and sticks to the student's face and obstructs breathing.
- o Physical Education teachers will carry first aid kits that include hand sanitizer, face coverings, and gloves.



PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

WHAT TO EXPECT WHEN RETURNING TO SCHOOL

REQUIREMENTS

Teachers and Staff

- All adults must wear a face covering **at all times** while at school.
- Staff who are unable to wear a face covering for medical reasons shall not be assigned duties that require close contact with students or other staff.

Students

- <u>All students</u> are required to wear face coverings:
 - while arriving and departing from school;
 - in any area inside and outside of the classroom
 - while waiting for or riding on a school bus.
- Students excluded from face covering requirements include: students with special needs who are unable to tolerate a face covering.
- We have posted signage in high visibility areas to remind students and staff of (1) when and where face coverings are required and (2) appropriate use of face coverings.
- We will provide face coverings for students and staff who lose their face coverings or forget to bring them to school.
- Teachers and other staff may consider using face shields in combination with face coverings when in the classroom to further reduce the risk of transmission.
- Teachers may consider using face coverings with clear windows during phonological instruction, or a face shield with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar), to enable students to see the teacher's mouth and in settings where a face covering poses a barrier to communicating with a student who is hearing impaired or a student with a disability.





PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

WHAT TO EXPECT WHEN RETURNING TO SCHOOL

ADDITIONAL SAFETY MEASURES FOR TEACHERS AND OTHER STAFF

REQUIREMENTS

- We are limiting visitors to all schools, thereby maximizing physical distancing among staff and between staff and students.
- All students and staff are screened for symptoms daily.

School Events

- For all schools:
 - Field trips, assemblies, and other gatherings are not permitted at this time.
 - $\,\circ\,\,$ We are maximizing the number of school events that can be held virtually or outside.

Equipment for front office staff

- We have installed physical barriers, such as a clear plastic barrier, in the school's front office to separate staff from visitors and volunteers.
- Teachers and other staff with close contact with students may consider wearing face shields in addition to wearing face coverings.

Personal protective equipment (PPE) for special education instructors and aides and healthcare personnel

- A mask and face shield is recommended when providing services to students which requires repeated close contact interactions (e.g., assistance with activities of daily living) or conducting health assessments (including vision and hearing screening).
- Gloves and any additional PPE should be worn as recommended for procedures which require universal precautions (e.g., toileting assistance, catheterization, and insulin administration).PPE for potential aerosol generating procedures (e.g., suctioning of tracheostomy sites and nebulizer treatments) should follow CDC guideline.





PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

WHAT TO EXPECT WHEN RETURNING TO SCHOOL

- We have provided adequate training and personal protective equipment to protect custodial staff who clean and disinfect areas used by any sick person. To reduce risk of exposure, we are required to wait 24 hours before cleaning and disinfecting.
- Students and staff are required to get tested after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19.
- A classroom will be closed for 48 hours after a student or staff member in that classroom tests positive for COVID-19.







MAINTENANCE & **OPERATIONS**

SAFETY EQUIPMENT EPS is committed to securing additional safety equipment to maintain the cleanliness of buildings, including but not limited to:



HAND SANITIZING STATIONS

• Hand sanitizing stations will be located in common areas such as the security desk, front offices, and priority locations identified by the principal.

PERSONAL PROTECTIVE EQUIPMENT FOR STAFF



 All staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff shall not be assigned duties that require close contact with students or other staff. Additional disposable masks are also available for students and staff who lose their face coverings or forget to bring them to school.

TOUCHLESS THERMOMETERS

 The district has provided each school and district site with touchless forehead thermometers so staff may screen each student, and themselves, as they enter.

ELECTROSTATIC SPRAYERS AND PORTABLE UV CLEANERS

The district will provide electrostatic sprayers for every school



The sprayers will enable custodial staff to more efficiently disinfect our schools. The units spray a fine mist of disinfectant solution that is statically charged and then adheres to the surfaces in the room ensuring coverage. Detailed attention will be given to high-touch areas such as door handles, desktops, sink handles, handrails and restrooms throughout the day.

OTHER CONSIDERATIONS

- At least daily, and more frequently clean and disinfect frequently touched hard surfaces (e.g., tables, desks, chairs, door handles, light switches, phones, copy/fax machines, bathroom surfaces (toilets, countertops, faucets) and playground equipment) and shared objects (toys, games, art supplies, books) pursuant to CDC guidance
- We are using cleaning products that are approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list

- Drinking fountains have been suspended. Students should bring their own water bottles
- Bathrooms will be cleaned and stocked with soap throughout the day.
- Disinfecting wipes and/or disinfecting sprays will be provided in every classroom.
- HVAC systems have been serviced and inspected across the District to ensure proper operation and circulation of outside air.
- The district is upgrading from a 3-ply to a 4-ply filter, exceeding current requirements.
- HVAC schedules will be set to run at least one hour before and after occupied hours.



MAINTENANCE & OPERATIONS

VENTILATION SYSTEMS

All the ventilation systems will be checked for proper operation. The goal is to provide as much outdoor air as possible, prevent high ventilation rates that may spread the pathogen further from the human host and minimizing or diluting the recirculated air as much as possible. In order to achieve or goals we will:

- Increase the percentage of outdoor air as much as possible to dilute the recirculated air and minimizing the recirculated air.
- Evaluate the using of filters with a higher MERV rating (increasing the level of filtration) when the equipment can handle it.
- Running the equipment always in occupied mode to provide more changes of air by when the students show up.
- Run the UVs at a slower speed to prevent/limit the projection of any possible pathogens in the air.
- Have additional filters at hand so that if necessary, do additional filter changes.
- Lower the setting of the systems controlled by a Carbon Dioxide On-Demand Sensor to force them to increase the amount of outdoor air.
- Evaluate the addition of needlepoint bipolar ionization devices to our HVAC equipment to inactivate/kill the virus in the air and improve our filtration of particles in suspension in the room air.

AIR PURIFIERS

All classrooms will be provided with air purifiers that have a HEPA filter. Most classrooms will be outfitted with two air purifiers that have a HEPA filter.





TRANSPORTATION

LUZABLE PUBLIC SCHOOLS WHAT TO EXPECT WHEN RETURNING TO SCHOOL

All families will need to screen students for COVID-19 symptoms before they board the school bus. Drivers will stand at the entrance to the bus during student loading to perform a temperature check with touchless thermometers. Students not meeting screening requirements will not be permitted to board the bus.

We are ensuring at least six feet of distance between the bus/van driver and students when seated. We are using physical partitions or visual cues (e.g., floor decals, colored tape, or signs to indicate to students where they should not sit or stand near the bus operator). We are maximizing physical distancing between students on the bus by limiting available seats to the extent practicable (e.g., every other row available for seating).

Students should practice physical distancing while waiting on buses at school bus stops. Students from the same family and/or the same classroom should be instructed to sit together whenever possible to minimize exposure to new contacts.

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BOARDING & DISEMBARKING



DISINFECTION & CLEANING

- Buses are being thoroughly cleaned and disinfected daily and after transporting students with electrostatic sprayers.
- Bus Drivers are provided with disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.
- Drivers will perform disinfecting wipe down of high touch points following each run.
- Drivers have been directed to increase ventilation on buses/vans by opening any operable windows, to the greatest extent possible, unless doing so poses a safety or health risk for current or subsequent occupants.
- Due to the CDC requirements on buses, students and drivers will be required to wear face coverings.
- We are requiring bus drivers and students wear face coverings at all times while awaiting and riding on buses.
- We have provided bus drivers with extra face coverings for students who lose or forget to bring their face coverings.

FACE COVERINGS





COVID-19 PROTOCOL & NOTIFICATION

COVID-19 Testing and Reporting

REQUIREMENTS

Indications for testing:

 We require students and staff to get tested after they develop two or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19

Positive test results:

- Parents/guardians and staff are required to notify school administration immediately if the student or staff tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19.
- Upon receiving notification that staff or a student has tested positive for COVID-19 or been in close contact with a COVID-19 case, student or staff member must self quarantine for 10 days.
- Students/staff who test positive and have completed isolation requirements do not require a medical note or a negative test prior to returning to school/work.

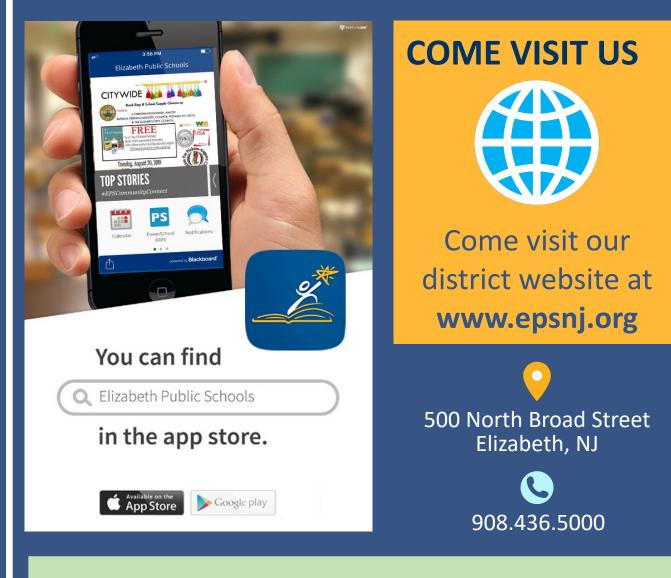
Negative test results:

- Symptomatic individuals who are not close contacts and who test negative for COVID-19 can return to in-person school/work after at least 72 hours from fever resolution (if any) and improvement in other symptoms.
- Close contacts to a COVID-19 case who test negative can return to in-person school/work only after completion of 10 days of quarantine from last exposure.
- Documentation of negative test results must be provided to school administration



STAY CONNECTED

ELIZABETH PUBLIC SCHOOLS TO ELIZABETH PUBLIC SCHOOLS



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