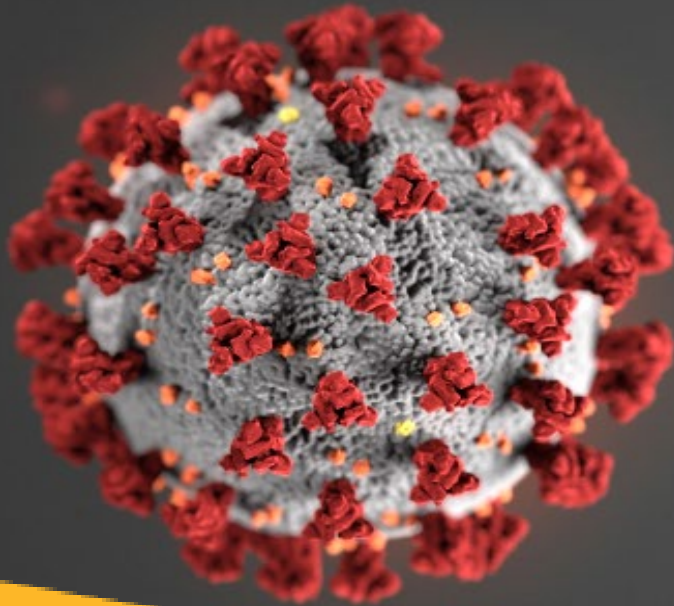


# *School Preparedness Plan*



ELIZABETH PUBLIC SCHOOLS

*Every Child, Achieving Excellence*

Updated  
March 2020

# GOALS OF ELIZABETH PUBLIC SCHOOLS PREPAREDNESS PLAN

The Elizabeth Public Schools Preparedness Plan was developed utilizing its existing Pandemic Influenza Response Plan.

- During a pandemic outbreak, the Elizabeth Public Schools will implement this plan to achieve the following goals:
  - Limit the exposure of the virus to prevent illness
  - Preserve continuity of essential school functions
  - Minimize educational and social disruption
  - Minimize economic and academic losses

The plan will be coordinated with

- other local response and support agencies' hazard plans and activities
- plans of the City of Elizabeth and State and Federal Partners

# TIMELINE FOR CLOSURES

- Whether or not schools will be closed and for how long is impossible to say in advance
- School closings may likely happen during a pandemic event
- Duration of school closings will be
  - Determined at the time of the event
  - Based on characteristics of the pandemic

It is *unlikely* that schools will be closed for less than two (2) weeks and could be closed as long as 12 weeks.

# PLANNING ASSUMPTIONS

- Planning assumptions that are being used by the community include:
  - Working closely with local health and emergency services agencies will maximize the health and safety of the school community. Understanding the roles of each agency and their responsibilities will promote coordination and communications.
  - A pandemic will result in the rapid spread of the infection with outbreaks throughout the world. Communities across the state and the country may be impacted simultaneously.
  - There will be a need for heightened global and local surveillance of symptoms and infection rates.
  - Social distancing strategies aimed at reducing the spread of infection such as closing schools, community centers, and other public gathering points and canceling public events may be implemented during a pandemic.
  - The general public, health care partners, response agencies, elected officials and schools will need continuous updates on the status of the pandemic outbreak; the steps local response agencies and the school district are taking to address the incident and steps the public can take to protect themselves.

# PHASES OF A PANDEMIC – PHASES 1 – 2

## INTER-PANDEMIC PERIOD

Pandemic Phases	Public Health Goals	Local Public Schools Goals
<p><b>Phase 1</b> – No new influenza virus subtypes detected in humans. An influenza virus subtype that has caused human infection may be present in animals. If present in animals, the risk of human infection or disease is considered low.</p>	<p>Strengthen influenza pandemic preparedness at all levels. Closely monitor human and animal surveillance data.</p>	<p>Ensure that staff members and students are trained in preventative measures such as respiratory etiquette, universal precautions and proper hand washing techniques.</p>
<p><b>Phase 2</b> – No new influenza virus subtypes detected in humans. However, a circulating animal influenza virus subtype poses substantial risk of human disease.</p>	<p>Minimize the risk of transmission to humans; detect and report such transmission rapidly if it occurs.</p>	<p>Minimize the risk of transmission to humans; ensure that staff members understand detection and reporting guidelines and report rapidly as required.</p>

# PHASES OF A PANDEMIC PHASES 3 – 5

## PANDEMIC ALERT PERIOD

Pandemic Phases	Public Health Goals	Local Public Schools Goals
<p><b>Phase 3</b> – Human infection(s) are occurring with a new subtype, but no human-to-human spread, or at most rare instances of spread to a close contact.</p>	<p><b>Ensure rapid characterization of the new virus subtype and early detection, notification and response to additional cases.</b></p>	<p><b>Ensure staff is knowledgeable about the latest epidemiological information.</b></p>
<p><b>Phase 4</b> – Small cluster(s) of human infection with limited human-to-human transmission but spread is highly localized suggesting that the virus is not well adapted to humans.</p>	<p><b>Contain the new virus within limited foci or delay spread to gain time to implement preparedness measures, including vaccine development.</b></p>	<p><b>Ensure that best practices for infection detection and control measures are followed.</b></p>
<p><b>Phase 5</b> – Larger cluster(s) of human infection but human-to-human spread is localized, suggesting that the virus is becoming increasingly better adapted to humans, but may not yet be fully transmissible (substantial pandemic risk).</p>	<p><b>Maximize efforts to contain or delay spread, to possibly avert a pandemic, and to gain time to implement response measures.</b></p>	<p><b>Ensure adequate resources for staff/student protection. Ensure the school district is implementing best practice for social distancing techniques per local health agency guidelines, including reducing the school activity calendar.</b></p> <p><b>Maximize communications with parents related to health and safety.</b></p>

# PHASES OF A PANDEMIC – PHASE 6

## PANDEMIC PERIOD

Pandemic Phases	Public Health Goals	Local Public Schools Goals
<b><i>Phase 6</i></b> – Pandemic is declared. Increased and sustained transmission in the general population.	<b>Implement response measures including social distancing to minimize pandemic impacts</b>	<b>Follow social distancing, isolation and quarantine measures. Ensure maximum support and education for students who are affected by pandemic.</b>

# CONCEPT OF OPERATIONS OVERVIEW

- Union County Division of Health and/or City of Elizabeth Health Officer will be the lead agency in coordinating the local health and medical response to a pandemic outbreak
- Elizabeth Public Schools will maintain increased communications with the Union County Division of Health and/or City of Elizabeth Health Officer, and the New Jersey Department of Education
- Elizabeth Public Schools will provide information to implement recommended procedures that increase health and safety of the school community



# ELIZABETH PUBLIC SCHOOLS DISTRICT RESPONSIBILITIES

- Develop capabilities to implement non-medical measures to decrease the spread of disease throughout the school community as guided by the epidemiology of the pandemic and the Union County Division of Health.
- Identify chain of command in case of illness with a minimum of 2 back-ups for key administrators following the District's Emergency Management Plan.
- Develop plans to communicate regularly with individual schools about the status of the situation and provide guidance throughout the duration of the pandemic outbreak.
- Develop and implement pandemic preparedness activities and a business continuity plan aimed at maintaining the provision of educational services and limiting the spread of disease throughout the duration of the pandemic outbreak.
- Review District sick leave policies and make adjustments as necessary to ensure non-punitive policies are in place.
- Review District policies regarding quarantines and pay continuation and make adjustments as necessary.

# **ELIZABETH PUBLIC SCHOOLS**

## **DISTRICT RESPONSIBILITIES (CONTINUED)**

- **Communicate with and educate the school community and parents about approved public health practices and what each person can do to prepare or respond to minimize health risks.**
- **Develop and implement educational support plans for students who are isolated or quarantined.**
- **Develop a recovery plan that provides for education support and emotional support for staff and students. If there is loss of life, implement procedures located in the District's Crisis Management Plan.**
- **If needed, activate District Crisis Team and School Crisis Teams.**
- **Notify District Mental Health Crisis Team**
- **Document all actions taken.**

# ELIZABETH PUBLIC SCHOOLS

## SCHOOL RESPONSIBILITIES

- Identify chain of command in case of illness with a minimum of 2 back-ups for key administrators following School Facility Level Crisis Plan.
- Review best practices for respiratory hygiene and universal precautions and train all school staff, volunteers and students.
- Identify and procure needed resources.
- Review procedures for sending ill individuals home and make adjustments if necessary.
- Establish and implement surveillance reporting process to report the number of absent staff and students due to pandemic outbreak.

# **ELIZABETH PUBLIC SCHOOLS**

## **SCHOOL RESPONSIBILITIES (CONTINUED)**

- Document all actions taken.
- Update staff and provide information on extent of infection at school site and potential changes that might take place at school.
- Follow District recovery plan that provides for education support and emotional support for staff and students.
- Maintain communications with District Office to update on the status of the situation at individual schools.
- Provide information to parents about the status of the situation using Blackboard Connect Messaging System and/or posting on District website.

# COMMUNICATION GOALS

- Provide accurate, consistent, and comprehensive information about a pandemic outbreak including case definitions, treatment options, infection control measures, and reporting requirements.
- Instill and maintain public confidence in the schools and the County's public health care systems and their ability to respond to and manage a pandemic outbreak.
- Ensure an efficient mechanism for managing information between Union County Division of Health, emergency response agencies, health system partners and the schools.
- Contribute to maintaining order, minimizing public panic and fear, and facilitating public compliance by providing accurate, rapid, and complete information.
- Address rumors, inaccuracies, and misperceptions as quickly as possible, and prevent the stigmatization of affected groups.
- Ensure that all information released to the public is provided through Mayor Bollwage and Olga Hugelmeyer, Superintendent of Schools.

# COMMUNICATIONS DURING PANDEMIC PHASES 1, 2, 3

- **Union County Division of Health and/or City of Elizabeth Health Officer will:**
  - Educate providers, public officials, schools and emergency responders about a pandemic and steps they should take to plan for pandemic outbreaks.
- **Under the direction of the Superintendent/Designee, the District administration will:**
  - Assess the needs of the schools.
  - Assess the information needs of the school community.
  - Intensify public education efforts about influenza pandemics and steps that can be taken to reduce exposure to infection. Information may be disseminated via web site postings, parent letters or school newsletters, Blackboard Connect Messaging System or Radio and TV announcements.
  - Coordinate with local County Division of Health and/or City of Elizabeth Health Officer and the NJ Department of Education to develop common health messages and education materials in multiple languages.

# COMMUNICATIONS DURING PANDEMIC PHASES 4, 5, 6

## ■ Phase 4

- The School District should maintain communication with staff and parents to provide information on the current status of the situation and to alert them to a possible school closure. (Note: It is possible that the Health Officer may close schools during this phase. If so, notify Parents of this possibility.)

## ■ Phase 5

- Communication with staff and parents should be increased regarding the current status and to alert them to the likelihood of school closure in the near future.

## ■ Phase 6

- Schools will be closed. Maintain communication with parents at home and with staff about the current status and plans for re-opening school.

# MITIGATION

Mitigation activities are taken in advance of a pandemic outbreak to prevent or temper its impact. Mitigation efforts will occur primarily during the early pandemic phases (Phases 1-3).

- Elizabeth Public School District's pre-event mitigation activities include:
  - Planning, exercising, evaluating and revising the School Preparedness Plan.
  - Training and equipping staff to assure competencies and capacities needed to respond to a pandemic outbreak.
  - Developing strategic partnerships with local community health care institutions and providers, and local, state and federal response agencies and their staff.
  - Educating schools and parents about a pandemic outbreak and recommending preparedness measures.



# MITIGATION (CONTINUED)

- Informing and updating schools about the potential impacts of a pandemic outbreak on essential services and city, county, and school infrastructure.
- Stockpiling necessary equipment and supplies that will be needed to respond to a pandemic outbreak including gloves, masks, hand sanitizers, and bleach.
- Establishing ventilation (HVAC) standards to be used during each phase of the pandemic outbreak (such as filter change schedules, etc.).
- Developing and implementing surveillance and reporting procedures to monitor illness patterns in the schools.

# **PUBLIC HEALTH STRATEGIES**

## **PANDEMIC PHASES 1, 2, 3**

### **■ Individual Schools will:**

- Increase hygiene education for staff, students and parents.**
- Increase disease transmission control education for staff, students and parents.**
- Increase symptom monitoring and attendance monitoring to ensure accurate reporting to the Union County Division of Health and/or City of Elizabeth Health Officer.**

# **SOCIAL DISTANCING STRATEGIES**

## **PANDEMIC PHASES 4, 5, 6**

**The Union County Division of Health and/or City of Elizabeth Health Officer will recommend social distancing strategies to elected officials that are commensurate with the severity of illness and societal impact of the pandemic.**

**Specific, countywide strategies that may be recommended by the Health Officer include:**

- Encouraging government agencies and the private sector to implement pandemic emergency staffing plans to maintain critical business functions while maximizing the use of telecommuting, flex schedules, and alternate work site options.**
- Encouraging the public to use public transit only for essential travel; therefore transportation to schools may be interrupted.**
- Advising County residents to defer non-essential travel to areas of the world affected by pandemic outbreaks.**

# **SOCIAL DISTANCING STRATEGIES**

## **PANDEMIC PHASES 4, 5, 6 (CONTINUED)**

**Specific, countywide strategies that may be recommended by the Health Officer include:**

- **Suspending all public events where large numbers of people congregate including sporting events, concerts, and parades.**
- **Closure of all public and private daycare centers, schools and colleges.**
- **Suspension of all government functions not dedicated to addressing the impacts of the pandemic or maintaining critical continuity functions.**
- **Monitoring the effectiveness of social distancing strategies in controlling the spread of disease and advising appropriate decision-makers when social distancing strategies should be relaxed or ended.**

# MAINTENANCE OF ESSENTIAL SERVICES

## ■ Phases 1, 2, 3

- The School District will develop plans for maintaining essential departmental services during a pandemic.

## ■ Phases 4, 5, 6

- The School District will update its essential services plans and will assist the schools in updating their plans.
- The Superintendent/Designee will determine the appropriate time to implement the continuity of operations plans and will notify district/school administrators.

# RECOVERY

- School recovery from a pandemic will begin when school officials receive notice from the Union County Division of Health and/or City of Elizabeth Health Officer that schools may resume normal operations.
- The Superintendent/Designee will determine if normal supplies, resources and response systems are adequate to manage ongoing school activities.
- In consultation with the Union County Division of Health and/or City of Elizabeth Health Officer, the Superintendent/Designee will recommend specific actions to be taken to return the schools to pre-event status.

# RECOVERY

## ■ The School District will

- Assess the economic and educational impact of the pandemic outbreak on the schools.
- Evaluate the response actions taken by the school district as a result of the pandemic.
- Determine effectiveness of existing plan to respond to similar events in the future.
- Revise existing plan as necessary to address any deficiencies.

# COMMUNICATION GOALS

- Ensure that all information released to the public is provided through Mayor J. Christian Bollwage and Superintendent of Schools Olga Hugelmeyer.
  - Provide accurate, consistent, and comprehensive information about a pandemic outbreak including case definitions, treatment options, infection control measures, and reporting requirements.
  - Instill and maintain public confidence in the schools and the County's public health care systems and their ability to respond to and manage a pandemic outbreak.
  - Ensure an efficient mechanism for managing information between Union County Division of Health, emergency response agencies, health system partners and the schools.
  - Contribute to maintaining order, minimizing public panic and fear, and facilitating public compliance by providing accurate, rapid, and complete information.
  - Address rumors, inaccuracies, and misperceptions as quickly as possible, and prevent the stigmatization of affected groups.



# COMMUNICATION WITH PARENTS AND FAMILIES

<b>January 28, 2020</b>	<b>Novel Coronavirus 2019 (2019-nCoV) Information for K-12 Schools</b>
<b>March 2, 2020</b>	<b>Letter to Elizabeth Public Schools Community Regarding COVID-2019</b>
<b>March 3, 2020</b>	<b>NJDOE Updated 2019 Novel Coronavirus (COVID-19) Guidance for Child Care and K-12 Schools</b>
<b>March 4, 2020</b>	<b>National Child Traumatic Stress Network – Helping Your Child Cope with the Coronavirus Disease 2019 (COVID-19)</b>
<b>March 9, 2020</b>	<b>Letter to Parents Coronavirus Communication Update</b>
<b>March 10, 2020</b>	<b>Creating a PowerSchool Parent Portal Account and Technology and Internet Access Survey</b>
<b>March 10, 2020</b>	<b>Coronavirus Letter from the Mayor and Superintendent</b>

# RESOURCES FOR PARENTS AND FAMILIES

**Centers for Disease Control (CDC)  
and Prevention - Coronavirus**

<https://www.cdc.gov/coronavirus/>

**CDC's COVID-19 Website**

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

**CDC's Latest Updates on COVID-19**

<https://www.cdc.gov/coronavirus/2019-ncov/summary.html>

**COVID-19 Symptoms**

<https://www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html>

**COVID-19 Prevention and  
Treatment**

<https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>

**NJ Department of Health (NJDOH)  
Coronavirus COVID-19 Website**

[https://www.nj.gov/health/cd/topics/covid2019\\_community.shtml](https://www.nj.gov/health/cd/topics/covid2019_community.shtml)

**NJDOH Information for  
Communities and General Public**

[https://www.nj.gov/health/cd/topics/covid2019\\_community.shtml](https://www.nj.gov/health/cd/topics/covid2019_community.shtml)

**NJDOH Information for Schools  
and Businesses**

[https://www.nj.gov/health/cd/topics/covid2019\\_schoolbusiness.shtml](https://www.nj.gov/health/cd/topics/covid2019_schoolbusiness.shtml)

# RESOURCES FOR PARENTS AND FAMILIES

**NJDOH 24-Hour Public Hotline**

**1-800-222-1222**

**Office of Health Management- Union County**

<https://ucnj.org/public-safety/office-of-health-management/>

**Union County Resident Update on Coronavirus**

<https://ucnj.org/press-releases/public-info/2020/02/28/union-county-residents-updated-on-coronavirus-covid-19/>

**CDC Good Hand Hygiene Practices – When and How to Wash Your Hands**

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

**CDC Good Hand Hygiene Practices – When and How to Use Hand Sanitizer in Community Settings**

<https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html>

**CDC Good Hand Hygiene Practices – Handwashing Training and Education**

<https://www.cdc.gov/handwashing/training-education.html>

**NCTSN– Helping Your Child Cope With the Coronavirus Disease 2019 (COVID-19)**

[https://www.epsnj.org/cms/lib/NJ01912667/Centricity/Domain/3176/Corona%20outbreak\\_factsheet\\_1.pdf](https://www.epsnj.org/cms/lib/NJ01912667/Centricity/Domain/3176/Corona%20outbreak_factsheet_1.pdf)

# INSTRUCTIONAL PLAN

**NJDOE required elements of the Schools Preparedness Plan:**

- **Equitable access to instruction for all students**
- **Provision of appropriate special education/related services for students with disabilities**
- **Provision of school nutrition benefits or services for eligible students**

# HOME INSTRUCTION 6A:16-10.1

- In the event a board of education is provided a written directive by either the New Jersey Department of Health or the health officer of the City of Elizabeth to close due to a public health-related event, the board of education may utilize home instruction to provide instructional services to enrolled students.
- The provision of home instruction services shall be guided by N.J.A.C. 6A:16-10.1 and will include direct services, online instruction, or any other means developed by the district to meet the needs of its students.
- Any day in which students impacted by a public health-related closure and have access to home instruction services will count as a day in which the board of education has provided public school facilities toward its compliance with the 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

# EQUITABLE ACCESS TO INSTRUCTION FOR ALL STUDENTS

## Board Policy 2225 Equity Policy

- The Elizabeth Board of Education is committed to the success of every student in each of our schools and to achieving our mission of ensuring that all students graduate ready for college, career, and life.
- We believe that it is the right of every student to have an equitable educational experience within our school system, and ensure all students graduate from the Elizabeth Public Schools ready to succeed in a racially and culturally diverse local, national, and global community.
- Educational equity benefits all of our students and our entire community.
- The district shall provide every student with equitable access to a high-quality curriculum, support, facilities and other educational resources.
- The district shall provide multiple pathways to success in order to meet the needs of the diverse student body, and shall actively encourage, support and expect high academic achievement for all students.

# EQUITABLE ACCESS TO INSTRUCTION FOR ALL STUDENTS

## Board Policy 6000/6000a Theory of Action: Managed Instruction

- Our theory of action builds on the beliefs about how children learn, the conditions that best promote learning, and the policies, management systems, and the culture that best promote the commitment and high performance of adults.
- Our theory of action is managed instruction. Managed instruction is a comprehensive theory of action that embraces many partial theories of action, including adequate resources, effective management, small learning communities, highly qualified teachers, pre-Kindergarten, and more.
- In accordance with our theory of action, the essential elements of managed instruction are a comprehensive and aligned district curriculum, professional development around the curriculum, a comprehensive student information system, formative and summative assessments, and carefully calibrated and appropriate interventions by child, by teacher, by subject, and by school.

# ELIZABETH PUBLIC SCHOOLS

**Second largest district in New Jersey**

**26 PreK – 8 Schools:**

- **2 Gifted and Talented Schools**
- **4 Magnet Schools**
- **20 Neighborhood Schools**

**3 Early Childhood Schools**

**7 Theme-based High School Academies**

**74.8 % Free and Reduced Lunch**

**67.9% -General Education**

**19.5%- ELL**

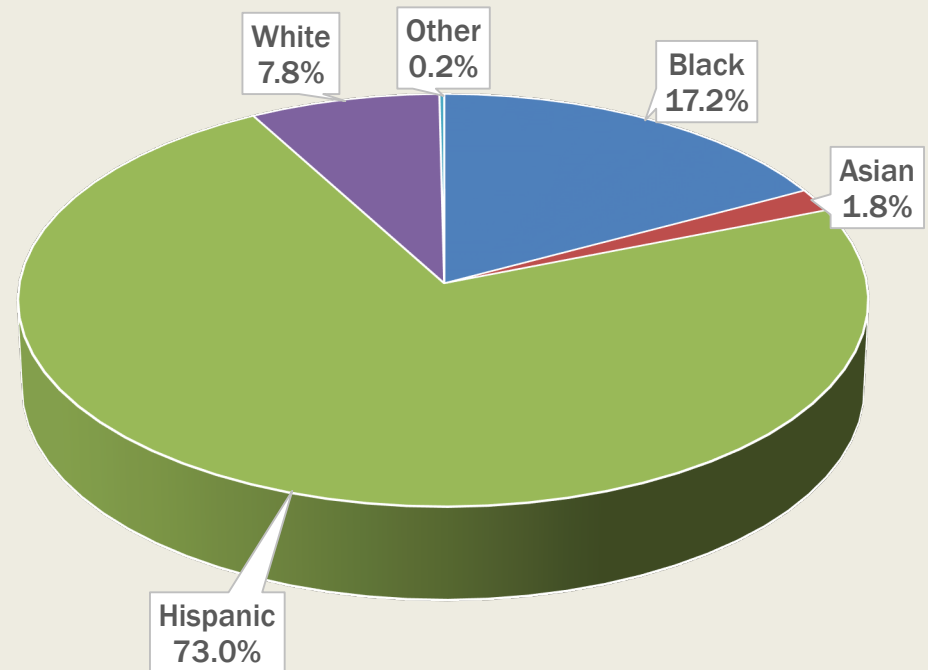
**11.3%- Special Education**

**1.3%- Special Ed. & ELL**

**.68% - Homeless**

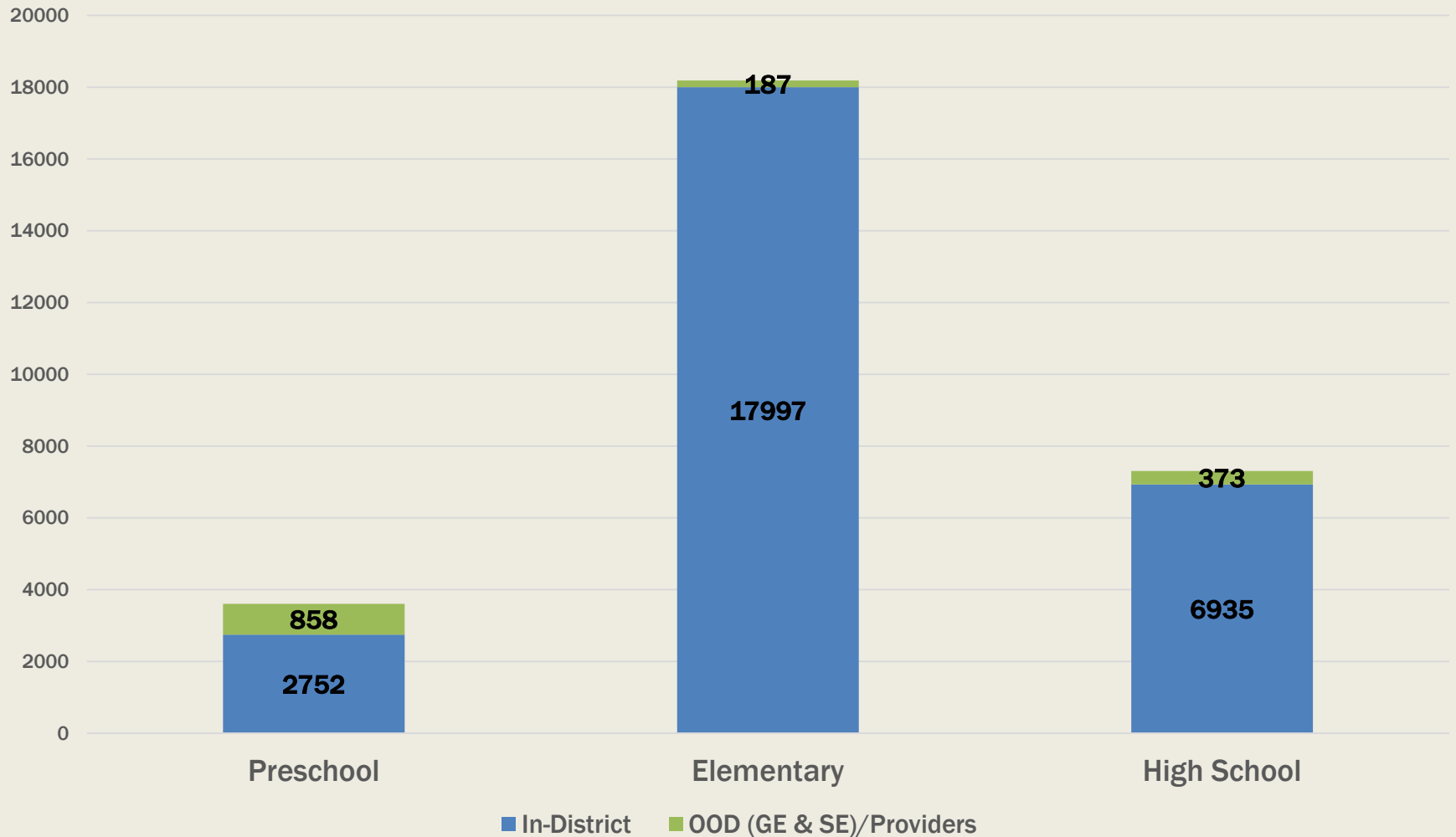
**Total Number of Students:**

**29,102**





# ENROLLMENT BY GRADE SPAN



# **BILINGUAL EDUCATION SERVICES**

## **5,753 STUDENTS**

■ Full-time Bilingual	3,004
■ ESL Sheltered	1,031
■ Part-time Bilingual	988
■ Full-time Advanced Bilingual	709
■ Bilingual Resource	21

# STUDENTS WITH DISABILITIES

## 3,688 STUDENTS

■ Inclusion Services	1,241
■ LLD-M	850
■ Speech Only	211
■ MC	193
■ Autism	153
■ LLD-S	143
■ PSD	68
■ MD	38

Students receiving services in-district	3,386
Students receiving services out-of-district	302



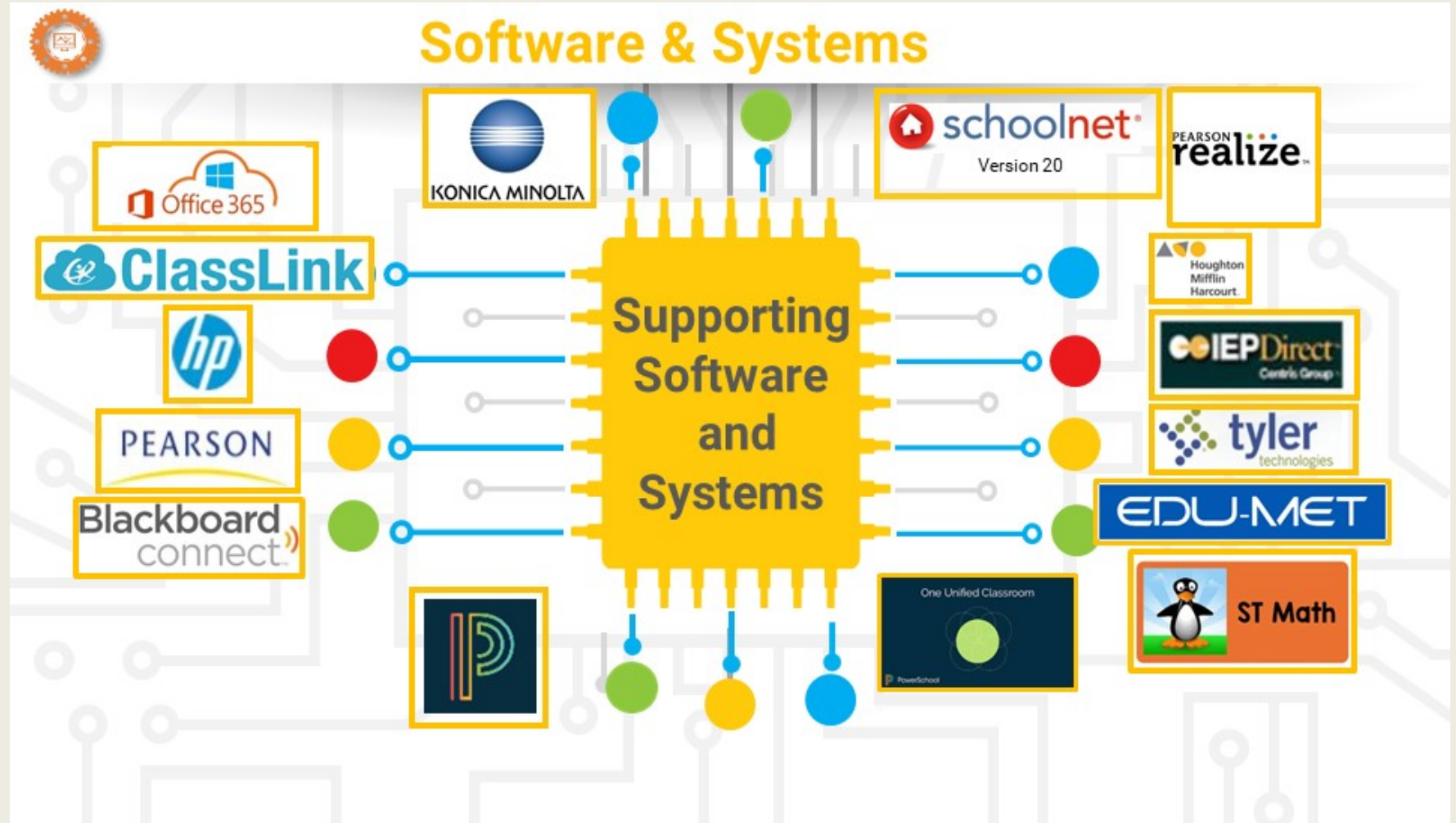
# E-REMOTE LEARNING

E-Remote-learning allows the Elizabeth Public School District to extend learning into the home and keep everyone safe during emergency closures.

E-Remote-learning is learning utilizing electronic technologies to access specific educational curriculum outside of a traditional classroom. While in most cases it refers to a course, program or degree delivered completely online, for the purpose of this unique situation it pertains to leveraging electronic technology to insure there is not an interruption in the delivery of instruction.

Lessons will be provided to each student consisting of assignments that will cover 14 to 30 days.

# ELIZABETH PUBLIC SCHOOLS SOFTWARE AND SYSTEMS



# STUDENT ATTENDANCE

- In accordance with NJ DOE guidance student attendance is as follows:
  - Pre-K                      Considered full enrollment
  - Kindergarten              Considered full enrollment
- The Elizabeth Public Schools attendance will be as follows:
  - Grades 1-12              Considered full enrollment

# WHAT CAN I DO TO MAKE SURE MY STUDENT IS SUCCESSFUL WITH THEIR REMOTE LEARNING DAY?

Our number one goal with E-Remote Learning is to make sure your child continues to learn and is safe.

With a new process, there will be many things your student can share about their learning and demonstrate success, but there will also be some areas of improvement for the whole system.

When students return to school, there will be an opportunity for the home and students to share, strengths and needs improvement, about the E-Remote Learning Day.

# HOW WILL MY CHILD GET THE REMOTE LEARNING ASSIGNMENTS THAT THEY NEED TO COMPLETE AT HOME?

- Teachers will have lessons for their student via packets and/or uploaded in PowerSchool Unified Classroom, our learning management system for students.
- Prior to leaving the school building, students will receive the necessary resources to complete their work at home.
- Students who are English Language Learners/special education will receive additional materials
- Students, grades 3-12, will be able to use Office 365 (create and edit documents, Microsoft Excel (create and edit spreadsheets), Microsoft PowerPoint (create and edit presentations), and Microsoft Publisher (create and edit diagrams) offline.
- There will be some lessons that will have videos or other media. Teachers will work with the students to have this information downloaded to their laptop, prior to leaving the school for the day.



# PRE-K REMOTE LEARNING

Packets including activities addressing the following skills:

- **ELA – 20 minutes daily**
  - Alphabetic Principal
  - Phonological Awareness
  - Oral Language Development
  - Writing
  - Daily Read Alouds- <https://www.storylineonline.net/>
- **Math – 20 minutes daily**
  - Numbers and numerical operations
  - Geometry and measurement
- **Science – 20 minutes daily**
  - Observation and Classification
  - Scientific Inquiry
  - A packet of hands on activities/experiments will also be made available
  - 18 Easy Science Experiments for Children <https://www.Youtube.com>
- **Art/Music/Physical Education –20 minutes each per week**
  - Packets and websites will be available to address the areas of creative representation and music and movement

# KINDERGARTEN REMOTE LEARNING

## General Education, Bilingual, Special Education ICS

- Language Arts Literacy – 20 minutes daily
- Mathematics – 20 minutes daily
- Science – 20 minutes daily
- Social Studies – 20 minutes daily
- Art, Music, Physical Education, Library – 20 minutes each per week

# GRADE 1 REMOTE LEARNING

## General Education, Bilingual, Special Education ICS

- Language Arts Literacy – 30 minutes daily
- Mathematics – 30 minutes daily
- Science – 30 minutes daily
- Social Studies – 30 minutes daily
- Art, Music, Physical Education, Library – 30 minutes each per week

# GRADE 2 REMOTE LEARNING

## General Education, Bilingual, Special Education ICS

- Language Arts Literacy – 30 minutes daily
- Mathematics – 30 minutes daily
- Science – 30 minutes daily
- Social Studies – 30 minutes daily
- Art, Music, Physical Education/Health, Computer Literacy – 30 minutes each per week

# GRADES 3 – 8 REMOTE LEARNING

## General Education, Bilingual, Special Education ICS

- Language Arts Literacy – 30-45 minutes daily
- Mathematics – 30-45 minutes daily
- Science – 30-45 minutes daily
- Social Studies – 30-45 minutes daily
- Art, Music, Physical Education/Health – 30-45 minutes per week

# ELEMENTARY ESL AND WORLD LANGUAGES

## ESL

- Grades K-2 – 30 minutes per week
- Grades 3-8 – 30-45 minutes per week

## World Languages

- Grades 3-8 (where applicable) - 30 minutes per week

# GRADES 9 – 12 REMOTE LEARNING

## General Education, Bilingual, Special Education ICS

- LAL – 30-45 minutes daily
- Math - 30-45 minutes daily
- Science - 30-45 minutes daily
- Social Studies - 30-45 minutes daily
- ESL (where applicable)– 30-45 minutes daily
- Elective: Art, Music, CTE, World Languages & Physical Education/Health – 30-45 minutes per week

# HOW CAN WE WORK WITH THE TEACHER?

Teachers will be available throughout the day via virtual office hours from 9:00 a.m. – 10:30 a.m. AND 1:30 p.m. – 3:00 p.m.

During these hours, teachers will be accessible through online communication and be available for feedback, discussion, and for grading of student work via PowerSchool.

Altice will provide free internet access to our school community.

Please note that a certified teacher will be available for all teachers that are on a Leave of Absence.



# CONTINUITY OF SERVICES

## Tutoring

- Literacy intervention packets will be provided to K-2 students

## 504 Related Services

- Elizabeth Public Schools' delivery of instruction in a learning environment where students are not in attendance in a classroom setting, and the teacher provides course content by means of course management applications, multimedia resources, internet, phone-conferencing, other alternatives 504 coordinators will maintain 504 services as detail below:
  - All teachers have a list of each student's accommodations under section 504.
  - 504 Case Managers will follow-up with teachers if any assistance is needed to deliver the required accommodations.
  - Trinitas Hospital will be providing packets to all 504 students to address Occupational Therapy and Physical Therapy
- Accommodations not offered out of the school-based setting because the school district is closed.
  - 1:1 Personal Aides
  - FM Systems
  - assistive technology/devices

# MENTAL HEALTH SERVICES

## KINDERGARTEN – GRADE 8

- Continue to provide student with weekly check-ins and develop a schedule to maintain contact via online platform (when appropriate)
- Continue to monitor students' academic performance
- Developed intervention strategies that can be delivered online
- Create “SEL” modules and deliver via prerecorded lessons. Lessons can include:
  - Self-Management
  - Emotion Regulation
  - Growth Mindset
- Create a process for students to contact in cases of crisis
- Ensure all parents have access to the “Community Resource Guide”

# MENTAL HEALTH SERVICES

## GRADES 9 – 12

- Continue to provide student with weekly check-ins and develop a schedule to maintain contact via online platform (when appropriate)
- Continue to monitor students' academic performance
  - Including APEX access
  - Graduation requirements
- Developed intervention strategies that can be delivered online
- Maintain delivery schedule for college enrollment
- Create a process for students to contact in cases of crisis
- Ensure all parents have access to the “Community Resource Guide”

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

The remote instruction for our special needs students will consist of adapted packets and online resources based on their individual IEP goals and objectives. A description by individual program has been provided.

All initial, eligibility and re-evaluation meetings have been postponed until further notice. Annual Meetings will be held over the phone for parents who are comfortable with the process.

All parent communications will be conducted by the Case Managers routinely.

All contracted provider communications will be conducted via email and by phone routinely.

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

Pre-School Disabled - Packets will be provided to each student consisting of assignments for the following:

- **ELA:** Packet including activities addressing the following skills
  - Alphabetic Principal
  - Phonological Awareness
  - Oral Language Development
  - Writing
  - Daily Read Alouds- <https://www.storylineonline.net/>
- **Mathematics:** Packet including activities addressing the following skills:
  - Numbers and numerical operations
  - Geometry and measurement
- **Science:** Packets including activities addressing the following skills
  - Observation and Classification
  - Scientific Inquiry
  - A packet of hands on activities/experiments will also be made available
  - 18 Easy Science Experiments for Children <https://www.Youtube.com>
- **Art/Music/Physical Education -** Packets and websites will be available to address the areas of creative representation and music and movement.

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

Autism (Pk-5) - Packets will be provided to each student consisting of assignments for the following:

- ELA

- Daily Read Alouds- <https://www.storylineonline.net/>

- Mathematics

- \*ReThink will be utilized as the digital tool to individualized student learning.

Autism (6-12) - Packets will be provided to each student consisting of assignments for the following:

- ELA

- Mathematics

- \*ReThink will be utilized as the digital tool to individualized student learning.

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

**LLD- M (Grades 1-5) – Packets will be provided to each student consisting of assignments for the following:**

- ELA
- Mathematics
- Science
- Social Studies
- Art & Music & Physical Education
- \*ReThink will be utilized as the digital tool to individualized student learning.

**LLD- M (Grades 6-8) – e-learning through Unified Classroom will be accessed by each student consisting of assignments for the following:**

- ELA
- Mathematics
- Science
- Social Studies
- Art, Music & Physical Education
- \*ReThink will be utilized as the digital tool to individualized student learning.

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

LLD-M (Grades 9-12) e-learning through Unified Classroom will be accessed by each student consisting of assignments for the following:

- ELA (Supplemental packets will be provided to address their IEP)
- Mathematics
- Science
- Social Studies
- Art, Music & Physical Education
- \*ReThink will be utilized as the digital tool to individualized student learning.



# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

**LLD-S (Grades 1-8) – Packets will be provided to each student consisting of assignments for the following:**

- ELA
- Mathematics
- Science
- Social Studies
- Art, Music & Physical Education
- \*ReThink will be utilized as the digital tool to individualized student learning.

**LLD-S (Grades 9-12) – Packets will be provided to each student consisting of assignments for the following:**

- ELA
- Mathematics
- Science
- Social Studies
- Art, Music & Physical Education
- \*ReThink will be utilized as the digital tool to individualized student learning.

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

**MD (Grades 1-8) – Packets will be provided to each student consisting of assignments for the following:**

- **ELA**
- **Mathematics**
- **Science**
- **Social Studies**
- **Art, Music & Physical Education**
- **\*ReThink will be utilized as the digital tool to individualized student learning.**

**MD (Grades 9-12) – Packets will be provided to each student consisting of assignments for the following:**

- **ELA**
- **Mathematics**
- **Science**
- **Social Studies**
- **Art, Music & Physical Education**
- **\*ReThink will be utilized as the digital tool to individualized student learning.**

# THE PROVISION OF APPROPRIATE SPECIAL EDUCATION AND RELATED SERVICES FOR STUDENTS WITH DISABILITIES

**MC (Grades 1-8) – Packets will be provided to each student consisting of assignments for the following:**

- **ELA**
- **Mathematics**
- **Science**
- **Social Studies**
- **Art, Music & Physical Education**
- **\*ReThink will be utilized as the digital tool to individualized student learning.**

**MC (Grades 9-12) – Packets will be provided to each student consisting of assignments for the following:**

- **ELA**
- **Mathematics**
- **Science**
- **Social Studies**
- **Art, Music & Physical Education**
- **\*ReThink will be utilized as the digital tool to individualized student learning.**

# RELATED SERVICES

- **Trinitas Hospital will be providing packets to all special needs students to address Occupational Therapy and Physical Therapy. Once schools re-open we will assess the regression level if any and compensatory will be provided as needed.**
- **Speech therapists designated individual activities based on each students' needs. Parent communications will be sent in multiple languages for Speech. Packets will accompany Rethink to be utilized to address speech services.**
- **Case Managers and Supervisors have notified parents of medically fragile students to assess ongoing needs.**

# THE PROVISION OF SCHOOL NUTRITION BENEFITS OR SERVICES FOR ELIGIBLE STUDENTS

- The New Jersey Department of Agriculture (NJDA) provided the current guidance regarding school closures. The information is as follows:
  - School Food Authorities (SFAs) are not required to provide meal services during unanticipated school closures
  - The NJDA will be submitting a waiver to the United States Department of Agriculture to allow schools to serve meals in a non-congregate setting and during school closings
- The CDC is currently recommending bagged lunches and grab and go, however this will be is the District's decision.

The Elizabeth Public Schools' Division of Food and Nutrition Services team members provide healthy meals to our students every day. We have food and supplies to provide "Grab and Go" breakfast and lunch for our Free and Reduced population of 21,763 students (74.8%).

# THE PROVISION OF SCHOOL NUTRITION BENEFITS OR SERVICES FOR ELIGIBLE STUDENTS

SFA Name: Elizabeth

Agreement #: 03901320

Date Meal Distribution will begin: 3-17-2020

Date Meal Distribution will end: 4-09-2020

School/Site where distribution of meals will take place:

- School No. 1
- School No. 9
- School No. 22
- School No. 23
- School NO. 26
- School No. 28
- School No. 51
- School No. 52

# THE PROVISION OF SCHOOL NUTRITION BENEFITS OR SERVICES FOR ELIGIBLE STUDENTS

- Meals to be claimed for reimbursement per day: Breakfast & Lunch
- Method of Meal Distribution: All sites have Food Establishment Licenses and Health Inspection Certificates. All school managers are trained in Food Safety and SFSP policies, procedures and regulations. All Grab and Go procedures will be implemented on a daily basis at the exterior of the identified locations.
- Meal Content:
  - Breakfast – 2 grains, 1 fruit and 1 milk
  - Lunch – 2oz protein, 2 oz grain, 2 fruit and 1 milk
- Meal Counting: Tally sheet is maintained
- Claiming Procedure: Voucher will be completed for reimbursement

# HOW CAN I STAY INFORMED?

Official information will also be posted on the city's website: [www.elizabethnj.org](http://www.elizabethnj.org) (under news and announcements on the homepage) and the school's website: [www.epsnj.org](http://www.epsnj.org) and/or their related social media accounts:

## City of Elizabeth

Facebook: @CityOfElizabethNJCityHall

@MayorBollwage

Twitter: @MayorBollwage

@CityofElizabeth

Instagram:@CityofElizabeth

@MayorBollwage

## Elizabeth Public Schools

Facebook: @epsnj

Twitter: @epsBOARD

Instagram:@elizabethpublicschools