

CEDAR GROVE PUBLIC SCHOOLS RETURN TO SCHOOL



Anthony M. Grosso
Superintendent of Schools

Cedar Grove Board of Education Members

Mrs. Christine Dye, *President*

Mr. David Schoner, *Vice President*

Mr. Leonard Splendoria

Mrs. Nicole DiChiara

Mrs. Michele Mega

August 2020

Acknowledgement

The Cedar Grove Public Schools would like to express our sincere gratitude to everyone who contributed to this plan. Your time, expertise, collaboration and purposeful recommendations helped to create a foundation to returning back to school. We would like to extend our appreciation to the following:

South End School

Lynn DiMatteo-Principal
Jennifer Coakley - Teacher
Dana DeTrizio- School Nurse
Heather Donnelly - Social Worker
Mena Farinhas-Teacher
Kelsey Jordan - Teacher
Beth Legras - Teacher
Dianne Palmieri - Teacher
Joanne Stepanian - Teacher
Maggie Stroh - Teacher
Casey Sudol - Teacher
Ami Dow - Parent
Fred Giordano - Parent
Jonathan Howell - Parent
Cienne Keegan - Parent
Allison Trainor - Parent
Chelsea Vargo - Parent

North End School

Traci Dyer-Principal
Meryl Behrle-Teacher
Jessica Dimler - Teacher
Denise Geddis- LDTC
Sharon Heim- Paraprofessional
Danielle Jacob- Teacher
Luann Longo, Paraprofessional
Kristin Massotto-Teacher
Danielle McLaughlin - Teacher
Laura Sacks - School Nurse
Jennifer Walter - Paraprofessional
Nicole Axentiou - Parent
Daisy Blanco - Parent
Ben Fairclough - Parent
Bonnie Faiella - Parent
Dina Laudadio - Parent
Toni Ann Mattia - Parent

Memorial Middle School

Nicholas DeCorte-Principal
Derrick Chell- Vice Principal
Erica Slota- Guidance Counselor
Colleen Bulger- Social Worker
Colleen Linares- Teacher
Carl Ernst-Teacher
Justin Bronner- Teacher
Cara Cilento- Speech Therapist
George Czergovits- Teacher
Cassandra Imperatore-Teacher

Cedar Grove High School

Richard Mangili-Principal
Jody Inglis -Asst. Principal
Kathleen Hull -Teacher
Maria Rodriguez -Teacher
Claire Swanson -Teacher
Stacy Kay-Teacher
ChrisCannella-CGEA
President/Teacher
Katie Hanlon- Athletic Trainer
Irina Shutovsky-Teacher

Jacqueline Seugling- Teacher

Concetta Laforgia- Parent

Fred Sisbarro- Parent

Annette Bicksler- Parent

Allyssa Tzavlikis- Parent

District Personnel

Michael DeVita- Business Administrator

Chris Kinney- Dir. of Spec. Services

Mario Gaita- Maintenance Supervisor

John Bannon- Asst. Maint. Supervisor

James Walsh- Technology Coordinator

Bart Pierson- Supervisor of Lang. Arts

Janine Barboza- Supervisor of Math

Robert Gogerty- Athletic Director

Edward Puchalski-Teacher

Thomas Moogan-Teacher

Tori Inkley-Parent

Elizabeth Giuffrida-Parent

Patricia Rogers-Parent

Jill Spiegel-Parent

Dina Meixner-Parent

Melissa Skabich-Parent

Kathleen Jablonski-Parent

Community Stakeholders

Vanguard Medical Group

Peg Brodowski-Montclair Health Dept.

Sue Portuese-Health Officer

Keith Costello-Health Inspector

Thomas Tucci- CG Township Manager

Chief Jim Zaccaria- CGFD

Chief Joseph Cirasa- CGPD

Lieutenant Eileen O'Toole CGPD

TABLE OF CONTENTS

[Overview](#)

[CGPS Student Health and Safety Guidance for Schools](#)

[Entrance Protocols](#)

[Contactless In Person Visitor Protocols for Entrance into a School Facility](#)

[Contactless In Person Staff Protocols for Entrance into a School Facility](#)

[Contactless In Person Student Protocols for Entrance into a School Facility](#)

[Screening Stations](#)

[Facilities Cleaning Procedures](#)

[Hand Sanitation](#)

[Circulation](#)

[Seating](#)

[Alternatives](#)

[Sharing of Objects](#)

[School Supplies](#)

[Building Traffic Flow](#)

[Hallways/Stairwells](#)

[Restrooms](#)

[Social Emotional Learning \(SEL\)](#)

[NURSING OFFICE/ TRIAGE AREAS](#)

[COVID-19/Illness](#)

[Daily health screening guidance for parents](#)

[Suspected COVID](#)

[Confirmed COVID](#)

[Household Member](#)

[Contact Tracing](#)

[Travel Restrictions](#)

[Extracurricular Activities](#)

[Field Trips](#)

[Return to School Enrollments Options](#)

[Student School Calendar 2020 \(September to December\)](#)

[In-Person Instruction With Social Distancing](#)

[Students Belongings](#)

[Physical Education](#)

[Physical Education](#)

[Technology](#)

[Meals/Lunch](#)

[TRANSPORTATION](#)

[Car Riders](#)

[EMERGENCY DISTANCE LEARNING TRANSITION PLAN \(EDLTP\)](#)

[FULL TIME VIRTUAL INSTRUCTION](#)

[Unconditional Eligibility for Full Time Remote Learning](#)

[Procedures for Submitting Full Time Remote Learning Requests](#)

[OPTION 1 FULL VIRTUAL BEFORE THE FIRST DAY OF SCHOOL](#)

[It is important for families and caregivers to clearly define and submit a request for full time remote learning by August 14, 2020.](#)

[OPTION 2 FULL VIRTUAL AFTER THE FIRST DAY OF SCHOOL](#)

[It is important for families and caregivers to clearly define and submit a request for the transition from in-person or hybrid services to full time remote learning or from remote learning to in-person or hybrid services during the school year 1 week prior to the student\(s\) expected release date from hybrid to total virtual. All requests must be made on the Monday prior to the week of expected change in programming.](#)

[Procedures to Transition from Fulltime Remote Learning to In-Person Services](#)

[Health and Safety](#)

[COVID-19/Illness](#)

[Suspected COVID](#)

[Confirmed COVID](#)

[Household Member](#)

[Return to School Frequently Asked Questions](#)

[Distance Learning Plan Supports for Students with Disabilities](#)

[Parent Resources](#)

[Parent Tips and Strategies](#)

Overview

Considerations outlined within this document are intended to provide Cedar Grove Public Schools guidance for district staff and families/caregivers preparing to re-open and attend school under the current pandemic environment. The conditions, current medical landscape, and growing body of knowledge surrounding COVID-19 continue to evolve. This reality presents challenges to planning, preparing, and guiding school operations. **Therefore, expect document revisions accordingly.**

The purpose of this document is to provide 1.) The ability to maintain a safe and healthy school environment and 2.) The continued evaluation of factors that will fluctuate with the transmission of the disease over the next several months.

The Cedar Grove Return to School is a guidance document that provides feedback from staff, families and caregivers, local officials, local and county health officials and state guidance.

CGPS Student Health and Safety Guidance for Schools

Entrance Protocols

Contactless In Person **Visitor** Protocols for Entrance into a School Facility

- All persons [MUST WEAR A MASK](#). If you do not have a mask, you will be asked to leave. If you do not wear a mask at ALL TIMES, you will be asked to leave.
- All persons MUST practice [SOCIAL DISTANCING PROTOCOLS](#) at ALL times.
- When entering the building, you will be required to social distance staying 6ft apart from the guest in front, in back of you and from side to side..
- Sick individuals should not enter the building.
- Guests or someone in their household who is experiencing symptoms of respiratory illness or if they have been in close contact with someone diagnosed with COVID-19 in the past 14 days will not be allowed to enter the building.
- You will be screened upon arrival with questions and non-contact thermometers; excluding any person with a temperature exceeding 100.4 degrees.

- If a visitor is identified as testing positive for COVID-19, the district will immediately notify health officials, staff and families of the confirmed case while maintaining confidentiality.
- Once you are admitted to the building, you will be directed to your personal waiting area.
 - You will not be allowed to leave your waiting area and enter any other part of the building without permission.
 - You will not be allowed to leave the building and return through a different entrance area.

Contactless In Person **Staff** Protocols for Entrance into a School Facility

- All Staff [MUST WEAR A MASK or MASK WITH FACE SHIELD](#). If you do not have a mask, you will be provided one. It is essential that a mask/face shield be worn at ALL TIMES.
- All staff MUST practice [SOCIAL DISTANCING PROTOCOLS](#) at ALL times.
- When entering the building, you will be required to social distance staying 6ft apart from the guest in front, in back of you and from side to side..
- Sick staff should not enter the building.
- Staff or someone in their household who is experiencing symptoms of respiratory illness or if they have been in close contact with someone diagnosed with COVID-19 in the past 14 days will not be allowed to enter the building.
- Staff will be screened upon arrival with questions and non-contact thermometers; excluding any person with a temperature exceeding 100.4 degrees.
- If a staff member is identified as testing positive for COVID-19, the district will immediately notify health officials, staff and families of the confirmed case while maintaining confidentiality.

Contactless In Person Student Protocols for Entrance into a School Facility

- All students [MUST WEAR A MASK](#). If a student does not have a mask, they will be provided one. It is essential that a mask be worn at ALL TIMES.
- All students MUST practice [SOCIAL DISTANCING PROTOCOLS](#) at ALL times.
- A robo call and text message will alert families and caregivers daily about families/caregivers providing temperature checks prior to leaving for school and urging families and caregivers to keep their children home if they exhibit the following symptoms:
 - A fever of 100.4 F or higher

- Cough
- Shortness of Breath or difficulty breathing
- Chills
- Muscle Pain
- Headache
- Sore throat
- New loss of taste or smell
- Fatigue
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- When entering the building, students will be required to social distance staying 6ft apart from the guest in front, in back of you and from side to side..
- Sick students should not enter the building.
- Students or someone in their household who is experiencing symptoms of respiratory illness or have tested positive for COVID-19, they should **remain on home isolation at least until 10 DAYS have passed since symptoms first appeared AND at least 1 day (24 hours) with no fever, without use of fever-reducing medication AND improvement in symptoms.** If they have been in close contact with someone diagnosed with COVID-19, **they should self-quarantine for 14 days from the last exposure to the COVID-19 person.**
- Students will be screened upon arrival with questions and non-contact thermometers; excluding any person with a temperature exceeding 100.4 degrees. A record of temperatures will be collected by the school nurse.
- If a student is identified as testing positive for COVID-19, the district will immediately notify health officials, staff and families of the confirmed case while maintaining confidentiality.
- Each individual school will provide an entrance plan for students to enter the building.
 - Elementary- Grade level entrances with possible staggered times.
 - Middle- Grade level entrances with possible staggered times.
 - High School- Grade level entrances with possible staggered times.

Screening Stations

- All persons will be screened upon entering the building.
- Students will be screened upon arrival each day with questions and non-contact thermometers; excluding any person with a temperature exceeding 100.4 degrees.

Facilities Cleaning Procedures

- The district will develop a schedule for cleaning in each individual building.
- The district will develop a checklist for cleaning in each individual building.
- Each building will maintain a cleaning schedule for each area and report immediately any health or safety concerns.
- The uses of electrostatic disinfectants will be present in each building.
- Each school will concentrate cleaning daily in the following areas:
 - Desks/Chairs
 - Lunchroom
 - Door handles/doors
 - Handrails
 - Kitchens and restrooms
 - Light Switches
 - Handles on all equipment
 - Buttons on all equipment
 - Phones
 - Desktops
 - Shared keyboards and mice
 - Drinking Fountains
 - Students are encouraged to bring their own bottles.
 - Nurse's Office
 - Classroom Floors
 - Hallway Floors
- Every Friday, each building will undergo a more concentrated increased detailed cleansing of the entire building in preparation for the next week's group of

students. The cleaning on Friday and the 2-day settling period will provide students and staff with a high sanitation result for entrance on a Monday.

- EPA registered disinfectants will be used and present in each building.
More info may be found at:
<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- The following cleaning products will be used:
 - Bioesque Disinfectant Solution Botanical
 - Enviro Solutions ES64
 - Enviro Solutions ES72C
 - Total Solutions SPEC4 Disinfectant Wipes
 - Hand Sanitizer - 70% Alcohol
- Cleaning and Disinfecting if someone is sick
 - Close off area(s)
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before cleaning or disinfecting. If 24 hours is not feasible, wait as long as possible.
 - Clean and disinfect all areas used by the person who is sick.
 - Once an area has been appropriately disinfected, it can be opened for use.
 - If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfecting is not necessary.

Hand Sanitation

All classrooms will be equipped with a hand sanitizing station.

If a room is equipped with a sink, the sink will be utilized as a handwashing station.

A routine will be established by the classroom teacher to sanitize hands before and after the following activities:

- At the beginning of the day upon entering the classroom.
- Before snack/lunch.
- After using the restroom.
- After sneezing, wiping, blowing of nose and coughing.
- When students re-enter the classroom for any reason.
- When students return from recess.

Students who refuse to wash their hands will be addressed on a case to case basis.

This may include interventions from counselors.

Stations will also be present at the following areas aside from each classroom:

- Entrances and exits of each building.
- Lunchrooms
- Restrooms

Circulation

Air circulation is essential in the classroom. The following will be adhered to:

- When possible open windows to increase air circulation. (weather, safety).
- Classroom doors will remain open at all times, unless otherwise directed or for emergency purposes.
- If the room is equipped with an air conditioner, the air conditioner can be used with the fresh air component provided.
- Windows must remain open if an air conditioner is not equipped.

Seating

- Classrooms will have desks that are spaced 6ft apart for the desk in front, in back and from side to side from the other desk.
- Close group learning will not take place until further notice. (ie- Reading circles, carpet time etc.)
- Seating will not be facing another student to make a table. If this option is needed at the primary level, plexi-glass barriers will be in place. Student attendance at each table will be reduced.

OR

- If a classroom does not contain individual desks, the classroom must be identified and alternate seating may be designated.

Alternatives

Other large space areas can be used as classrooms utilizing the same protocols as stated in this section. (ie. Gyms, Cafeteria, Auditoriums, Large Group Instruction Areas etc.)

Sharing of Objects

- The sharing of objects in a classroom will be prohibited. Items such as, but are not limited to:

- Books
- Pens/pencils
- Creative Play items
- Technology/Electronic devices
- Manipulatives/Learning Aides
- If items HAVE TO BE SHARED, a cleaning procedure will be established and recorded maintaining a cleaning record.
- Students will be required to bring all personal items to school each week and remove them at the end of each session or day.

School Supplies

Please note that all students will need (2) masks that meet health guidelines in addition to their usual school supplies.

Elementary & middle school supply list information is posted on the front page of your school's website.

Building Traffic Flow

- Each building will establish separate entrances and exits based on building configuration and need. This is to minimize the contact from one person to another.
- Visitors must use their own pen when signing a student in or out.
- A waiting area will be established in each building where contact is at a minimum and observation of the visitor is able.
- Each building will provide a phone ahead protocol to prepare the office for a visitor or an entry/release of a student.
- Each building's main office will be logistically set up to minimize contact with school personnel. (ie. Furniture rearrangement, plexiglass etc)
- Protocols will be established for mail delivery and package delivery in each building.
- Food delivery protocols will be established minimizing entry into the building.

Hallways/Stairwells

- Each school will develop a traffic pattern protocol for students and staff.
- Hallways will be identified as one way traffic areas based on building need and configuration.
- Appropriate Signage- Designate " Up" Stairwell, " Down" Stairwell

- Time will be built into the schedule for appropriate passing time for staff and students based on the new rerouting of traffic patterns.
- Staggered times can be used based on the grade level of each building.

Restrooms

- Restrooms will be cleaned and disinfected frequently throughout the day.
- Students will practice social distance while waiting in line and masks will be required.
- Students will be taught proper handwashing techniques.
- Restrooms will have CDC posters to promote proper washing techniques.

Social Emotional Learning (SEL)

Each school will develop a plan for reaching students that have experienced trauma or emotional needs. Each plan will include:

- Routines
- Clear Communication
- Focus on relationships
- Safety of the students
- Integration of SEL in classroom teaching.
- Identification of social emotional and mental health challenges.

Each school will have a plan with a concentration on:

- Fear
- Anxiety
- Bias, Prejudice and stigma
- Grief and Loss
- Increase on HIB behavior

The individual schools will utilize the I&RS teams to identify social and emotional needs for students and their individual need for participation in the R.I.S.E. (Reaching Individuals Socially and Emotionally) program. This will entail counseling services offered by a contracted Licensed Clinical Social Worker.

NURSING OFFICE/ TRIAGE AREAS

Each school will have an area dedicated to the health and well-being of the students. This area will serve students with medical needs ranging from minor to major. An area will be created in each building to contain any student(s) that may exhibit symptoms that

related to Covid-19. Procedures will be put in place for the identification and release of the student(s). A communication plan will be in place for the student and all who were in contact with the suspected student. The nurse in each building will be the Contact Tracing Point Person.

School nurses should have PPE available for scenarios where Transmission Based Precautions (TBP) are necessary (COVID and non COVID). Schools should have surgical masks on hand to give to students, staff, or volunteers who show symptoms of respiratory illness. The National Association of School Nurses (NASN) has guidance posted on their website regarding PPE recommendations for school nurses.
www.nasn.org/covid19

Schools must set up an isolation space for students and staff who have symptoms where they must stay until they can go home, according to the minimum guidelines. Additionally, the school must report anyone with symptoms to the local health department where the person lives for contact tracing and the Montclair Health Department for guidance/ recommendations.

Schools should have an isolation room or area (such as a cot in a corner of the classroom) that can be used to isolate a sick child. Ensure there is enough space for multiple people placed at least 6 feet apart (in the case more than one participant becomes ill). Persons should be isolated in a separate room while they wait to be picked up or until they are able to leave the facility on their own. Ensure that they have hygiene supplies available, including a cloth face covering, facial tissues, and alcohol-based hand rub. Staff who are monitoring the student or staff member with symptoms should wear a cloth face mask and practice social distancing. Close off the space used for isolation after the ill person leaves and follow CDC guidance on how to disinfect your building or facility if someone is sick.

Close contacts are individuals who are within 6 feet of a confirmed COVID-19 case for a prolonged period at least 10 minutes or had direct contact with the infectious secretions of a COVID-19 case (e.g., were coughed on).

Household contacts are individuals who live in the same household as the confirmed COVID-19 case.

Casual Contacts are defined as being in the same indoor environment (e.g. classroom, office or gathering) with a symptomatic confirmed COVID-19 case.

Walking past a lab confirmed COVID-19 case or just being in the same building does NOT qualify as being a close contact.

COVID-19/Illness

Anyone experiencing any symptoms of illness will be excluded from school buildings and events.

If your child is ill (or quarantined at home), teachers will provide instruction via Google Classroom. Parents need to be attentive to the daily health of their children and will be

required to sign an expectation agreement indicating their commitment to ensure their child is symptom free and safe to attend school each day.

School staff will also be required to screen themselves daily and will be receiving professional development on how to recognize potential COVID-19 symptoms.

Daily health screening guidance for parents

COVID-19 Screening for Parents

Every morning before you send your child to school please check the following:

1 Your student does **NOT** have a fever greater than 100.4 degrees (*may be lower based on your school's policy*) **OR** lower if your child is not feeling well.

2 Other signs of illness such as:



CONGESTION
OR RUNNY NOSE



FEVER 100.4*
*or school board policy
if threshold is lower



COUGH



SHORTNESS OF BREATH OR
DIFFICULTY BREATHING



DIARRHEA



HEADACHE



NAUSEA
OR VOMITING



SORE THROAT



MUSCLE PAIN
AND FATIGUE



CHILLS



NEW LOSS OF TASTE
OR SMELL

3 Were you in close contact (within 6 feet for more than 15 minutes) with anyone confirmed with COVID-19 within the last two weeks?

→ If the answer is **YES** to any of the questions, **DO NOT** send your student to school. Instead, begin quarantine of your child and contact your healthcare provider. Strongly consider COVID-19 testing.

If you suspect you or a family member may have symptoms of COVID-19
<https://self.covid19.nj.gov/>

Schools will not conduct COVID-19 tests.

New Jersey State COVID-19 Resources <https://covid19.nj.gov/>

Suspected COVID

Cedar Grove Public Schools will observe the 100.4 degree temperature as the fever threshold for illness. Please contact the school nurse with concerns or questions about your child's current health symptoms.

If a student or staff member exhibits one or more symptoms of COVID they will be required to be out of school for a minimum of 14 days from the first day the symptoms appeared AND be fever free for 72 hours (without fever-reducing medicine) and with improvement of respiratory symptoms.

If the symptom(s) are diagnosed as something other than COVID, then they may return to school when they have been fever-free (without fever-reducing medicine) **minimum 10 days – fever free 24 hours.**

Confirmed COVID

If a school has a confirmed case of COVID-19, we follow direction from the Montclair Health Department in consultation with the NJDOH.

The Montclair Health Department contracts with the Township of Cedar Grove to provide health services.

Additionally, the school must report any reported confirmed COVID-19 case to the local health department where the person lives for contact tracing and the Montclair Health Department for guidance/ recommendations for the school.

This may include closing a classroom, school or schools for a period of time and shifting to online instruction at home for students who are impacted.

If a student or staff member tests positive for COVID, they will not be able to return to school until all of the following conditions are met (1) out of school for up to 20 days, (2) all symptoms are gone, (3) fever-free (without fever-reducing medicine) for 24 hours.

Household Member

If a household member is referred for COVID-19 testing, all students living under the same roof should remain home from school until the findings of the COVID-19 test.

If a household member tests positive for COVID-19, all students living under the same roof will remain home from school for up to 20-day quarantine period.

Contact Tracing

Many of our new procedures are designed to support contact tracing should a confirmed case of COVID occur. This will assist the Health Department with quickly identifying and contacting individuals who may have been exposed.

Students will be kept in cohort groups as much as possible to limit exposure. The reduced student attendance schedule at all schools is designed to limit contacts.

Staff who travel within and between buildings will practice the same mask wearing, hand hygiene, and social distancing measures that they would if they remained in one facility all day.

New Jersey State Contact Tracing Resource <https://covid19.nj.gov/pages/testandtrace>

As with any communicable disease outbreak/investigation, the Local Health Departments, Montclair Health Department will be the primary agency to conduct a disease investigation, which may include contact tracing. Montclair Health Department will work in collaboration with the Cedar Grove Schools to identify close contacts (and their contact information) to assist with contact tracing activities and proper notifications.

Travel Restrictions

Parents will be responsible for reporting that they have not been traveling or have not been exposed to anyone who has done so, within 14 days prior to school starting on September 8, 2020 according to New Jersey Travel Advisory.

<https://covid19.nj.gov/faqs/nj-information/travel-information/which-states-are-on-the-travel-advisory-list-are-there-travel-restrictions-to-or-from-new-jersey>

Extracurricular Activities

Athletics and performing arts have presented challenges due to the close physical contact of students, and the fact that participation creates exposure to a wider range of students outside classroom/cohort groups.

At this time, we will be carefully moving forward with these activities, following guidance from the NJSIAA New Jersey State Interscholastic Athletic Association. Students may participate if they attend in-person or online classes through Cedar Grove Public Schools. When possible, athletics/performing arts will be outside or in larger spaces.

Other extracurricular activities (such as clubs) will be conducted virtually when possible or may be suspended.

Field Trips

All field trips requiring bus transportation are suspended until further notice. Walking field trips to outdoor locations may be permitted.

Return to School Enrollments Options

Cedar Grove Public School Return to School Options Overview

Option 1 A-week/B-week

Students will return to school taking part in a Hybrid version of delivery of instruction.

Pre-K- Grade 12

- All grades attend school Monday through Thursday on a scheduled rotating basis .
- All grades will learn remotely on Flex Friday.
- Students attending the actual school house will work on a **half day** schedule.
- Each building will run on a 50% student capacity each week.
- A-week and B-week will be divided and determined based on students' last names.
 - Students with last names starting with the letters A-L will attend Week A
 - Students with last names starting with the letters M-Z will attend Week B.
 - The District will attempt to accommodate families and caregivers on named weeks with students in both the elementary and middle schools.
- Students who do not attend the physical school during their assigned weeks will learn remotely from their classroom teacher(s) through “Live Stream” Google Classroom.
- Lunch will be available for students in the middle and high school Monday through Thursday through a Grab and Go option to take home and eat.

Option 2 Full Virtual

Students will return to school taking part in a full virtual version of delivery of instruction.

K-Grade 12

- All students will be required to log in each day through Google Classroom during their directed school times or otherwise directed by the teacher.
- All students will receive instruction via a blending of “Live Stream” instruction and independent learning in their enrolled class(es).
- All students will be required to log into Google Classroom via their school time.

Student School Calendar 2020 (September to December)

Subject to change

September 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8 WEEK A	9 WEEK A	10 WEEK A	11 ALL REMOTE	12
13	14 WEEK B	15 WEEK B	16 WEEK B	17 WEEK B	18 ALL REMOTE	19
20	21 WEEK A	22 WEEK A	23 WEEK A	24 WEEK A	25 ALL REMOTE	26
27	28	29 WEEK B	30 WEEK B			

September 17 Thur. Grades 9-12 Early Dismissal – CGHS VIRTUAL Open House

September 24 Thur. Grades 5-8 Early Dismissal – MMS VIRTUAL Open House

October 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 WEEK B	2 ALL REMOTE	3
4	5 WEEK A	6 WEEK A	7 WEEK A	8 WEEK A	9 ALL REMOTE	10
11	12 WEEK B	13 WEEK B	14 WEEK B	15 WEEK B	16 ALL REMOTE	17
18	19 WEEK A	20 WEEK A	21 WEEK A	22 WEEK A	23 ALL REMOTE	24
25	26 WEEK B	27 WEEK B	28 WEEK B	29 WEEK B	30 ALL REMOTE	31

October 1 Thur. PreK-4 Early Dismissal – NE & SE Virtual Open House

--

November 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 WEEK A	3 WEEK A	4 WEEK A	5	6	7
8	9 WEEK B	10 WEEK B	11 WEEK B	12 WEEK B	13 ALL REMOTE	14
15	16 WEEK A	17 WEEK A	18 WEEK A	19 WEEK A	20 ALL REMOTE	21
22	23 WEEK B	24 WEEK B	25 WEEK B	26	27	28
29	30 WEEK A					

November 19 Thur. PreK-12 Early Dismissal – Parent/Teacher Conferences

November 23, 24 (Mon./Tues.) PreK-8 Early Dismissal – Parent/Teacher Conferences

November 25 Wed. PreK-12 Early Dismissal – Offices Close at 1:00PM

December 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 WEEK A	2 WEEK A	4 WEEK A	4 ALL REMOTE	5
6	7 WEEK B	8 WEEK B	9 WEEK B	1 WEEK B0	11 ALL REMOTE	12
13	14 WEEK A	15 WEEK A	16 WEEK A	17 WEEK A	18 ALL REMOTE	19
20	21 WEEK B	22 WEEK B	23 WEEK B	24	25	26
27	28	29	30			

December 23 Wed. PreK-12 Early Dismissal – Offices Close at 1:00PM

In-Person Instruction With Social Distancing

Students Belongings

Elementary

Students' belongings will be kept apart from other students.

Items will be contained and labeled.

Middle School

Lockers will not be available. Students will utilize backpacks only.

If keeping students items in the classroom, they need to be contained and labeled.

High School

Lockers will be limited.

If keeping students items in the classroom, they need to be contained and labeled.

Physical Education

Physical Education

- All students will be directed to be 6ft apart.
- All activities that involve close proximity need to be monitored and directed to be managed with social distancing protocols.
- All physical education classes should take place outdoors as much as possible; weather permitting.
- Lessons should be designed as to not share items that would cause students risk during contact.
- Physical Education should be taught in small groups.
- Hand sanitising for each student needs to be executed prior to and after physical education activities.
- A mobile hand sanitizing station will be available in the physical area.
- Students will not dress for physical education until further notice. Students will be encouraged to wear comfortable clothing on days they participate in physical education activities.
- Gym Lockers will not be accessible during this time until further notice.

Technology

All students may use their school-issued chromebooks during online instruction and take devices home. Students are also welcome to use a family device, as most online activities only require an internet browser.

Students in grades K-4 & 5,9 will be issued Chromebooks. All other students will use the Chromebook they were issued last year. All Parents and students must sign the Cedar Grove 2020 / 2021 Technology Device Maintenance Agreement and pay the 25.00 Technology fee by 08\28\2020.

Students in need of technology support at home, may reference:

- 1) All hardware problems must be reported to the students' school office as soon as there is a problem, and arrange to drop off their chromebook and pick up a temporary loaner to use while their chromebook is being repaired.

- 2) The student should reach out to their teacher with questions regarding login or use of applications.
- 3) If a student is having trouble with their home internet, they should work with their internet provider to resolve the problem.
- 4) Students are expected to bring their chromebook to school fully charged on the days that they are attending onsite classes.
- 5) Parents and students are responsible to keep a protective case on the Chromebooks at all times. If the supplied Chromebook does not have a case it is up to the parent / student to purchase a protective case.

Meals/Lunch

- All students, Grade 5 through 12, attending the physical school house during their assigned week, will have the option of purchasing lunch as a Grab and Go at the end of the school day.
- Students will not eat in the building, but bring the boxed/bagged lunch home to eat.
- Food selections and utensils will be pre-wrapped and choices will be reduced.
- A Point Of Sale (POS) System will be implemented. No cash will be accepted in lunch lines. (Prepaid deposits can be made online.)
- Student Cards will be scanned and used for transactions.
- For students participating in online learning, food and nutrition information will be communicated.
- Free/reduced meal applications will be available online. Paper applications will also be available at all schools.

TRANSPORTATION

When participating in transportation services the following will be adhered to:

- All students [MUST WEAR A MASK](#). If a student does not have a mask, they will not be allowed on the bus. It is essential that a mask be worn at ALL TIMES.
- All students MUST practice [SOCIAL DISTANCING PROTOCOLS](#) at ALL times.
- Students will be seated 6 feet apart while riding on the bus. (Siblings can sit together). If this is not possible, and another bus is not available, students might have to sit closer than the 6 feet.

- When entering the bus, students will be required to social distance staying 6ft apart from the students in front and in back of other students.
- Sick students should not enter the bus.
- No food or drinks are allowed on the bus.
- Any student witnessed experiencing symptoms will be reported by the bus driver to the Principal of the school or the Business Administrator.
- Students or someone in their household who is experiencing symptoms of respiratory illness or if they have been in close contact with someone diagnosed with COVID-19 in the past 14 days will not be allowed to enter the bus.
- Buses will be cleaned between routes and at the end of the day.
- Expect buses to be running late on the first few days of school due to new procedures. Students will not be in trouble if they're late to school from an arriving bus.
- Contact Marie Criscuolo at 973-239-1550, ext 6122 with additional questions regarding bus service.

Car Riders

- We anticipate an increase in parents dropping students off at school. Some schools may need to assign staggered drop off times and/or change drop off locations to accommodate this increase. Schools will provide more details.

EMERGENCY DISTANCE LEARNING TRANSITION PLAN (EDLTP)

In the event that a school or all schools need to close due to an outbreak of COVID-19, the EDLTP needs to be put into place. This plan will contain the following:

- District Action Plan
- District Communication
- Individual School Distance Learning Transition Plan.

For this plan to be executed, all staff, students and families need to be aware of the expectations and protocols and procedures. Each school will prepare a plan based on grade levels and content level.

FULL TIME VIRTUAL INSTRUCTION

Unconditional Eligibility for Full Time Remote Learning

All students are eligible for full time remote learning; eligibility cannot be conditioned on a family/guardian demonstrating a risk of illness or other selective criteria. Students who participate in full time virtual instruction will have access to standards-based instruction of the same quality and rigor as that afforded all other students of the district. Students who participate in full time virtual instruction will adhere to the length of school day requirements pursuant N.J.A.C. 6A:32-8.3, district attendance policies and any other district policies governing delivery of services to, and district expectations of, students participating in remote programs and their families.

Procedures for Submitting Full Time Remote Learning Requests

OPTION 1 FULL VIRTUAL BEFORE THE FIRST DAY OF SCHOOL

- It is important for families and caregivers to clearly define and submit a request for full time remote learning by August 14, 2020.
- All families and caregivers should direct all questions and concerns to their building principal.
- For students with disabilities, Cedar Grove Public Schools will determine if an IEP meeting or an amendment to a student's IEP is needed for full time remote learning.
- Click here for [Cedar Grove School District Virtual Learning Request](#)

OPTION 2 FULL VIRTUAL AFTER THE FIRST DAY OF SCHOOL

- It is important for families and caregivers to clearly define and submit a request for the transition from in-person or hybrid services to full time remote learning or from remote learning to in-person or hybrid services during the school year 1 week prior to the student(s) expected release date from hybrid to total virtual. All requests must be made on the Monday prior to the week of expected change in programming.
- All families and caregivers should direct all questions and concerns to their building principal.

- For students with disabilities, Cedar Grove Public Schools will determine if an IEP meeting or an amendment to a student's IEP is needed for full time remote learning.
- Click here for [Cedar Grove School District Virtual Learning Request](#)

Procedures to Transition from Fulltime Remote Learning to In-Person Services

Families/caregivers who request to move from full time remote learning to in-person services will follow the below health and safety guidelines:

Health and Safety

COVID-19/Illness

Anyone experiencing any symptoms of illness will be excluded from school buildings and events.

If your child is ill (or quarantined at home), teachers will provide instruction via Google Classroom. Parents need to be attentive to the daily health of their children and will be required to sign an expectation agreement indicating their commitment to ensure their child is symptom free and safe to attend school each day.

School staff will also be required to screen themselves daily and will be receiving professional development on how to recognize potential COVID-19 symptoms.

If you suspect you or a family member may have symptoms of COVID-19

<https://self.covid19.nj.gov/>

Schools will not conduct COVID-19 tests.

New Jersey State COVID-19 Resources <https://covid19.nj.gov/>

Suspected COVID

Cedar Grove Public Schools will observe the 100.4 degree temperature as the fever threshold for illness. Please contact the school nurse with concerns or questions about your child's current health symptoms.

If a student or staff member exhibits one or more symptoms of COVID they will be required to be out of school for up to 20 days from the first day the symptoms appeared

AND be fever free for 24 hours (without fever-reducing medicine) and with improvement of respiratory symptoms.

If the symptom(s) are diagnosed as something other than COVID, then they may return to school when they have been fever-free (without fever-reducing medicine) for 24 hours.

Confirmed COVID

If a school has a confirmed case of COVID-19, we will follow direction from the Essex County Health Department. This may include closing a classroom, school or schools for a period of time and shifting to online instruction at home for students who are impacted.

If a student or staff member tests positive for COVID, they will not be able to return to school until all of the following conditions are met (1) out of school for up to 20 days, (2) all symptoms are gone, (3) fever-free (without fever-reducing medicine) for 24 hours.

Household Member

If a household member is referred for COVID-19 testing, all students living under the same roof should remain home from school until the findings of the COVID-19 test.

If a household member tests positive for COVID-19, all students living under the same roof will remain home from school for up to 20-day quarantine period.

Request for Transition

A family/caregiver can make a written request for transition to their school's principal on the Monday before the anticipated week of return.

Return to School Frequently Asked Questions

Which agency is expected to conduct contact tracing for cases that involve schools?

As with any communicable disease outbreak/investigation, the Local Health Departments are the primary agency to conduct a disease investigation, which may include contact tracing.

If school buses are used for different groups of students and providing service to multiple schools, must the bus be disinfected between each group?

Schools/buses should follow

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bustransit-operator.html>.

It is recommended that bus operators use disposable disinfectant wipes so that surfaces commonly touched can be wiped down. This recommendation should also be applied to high touch areas between groups.

Can schools force faculty and staff to get COVID tested?

At this time, the CDC does not recommend entry testing of all returning students, faculty, and staff. Universal COVID-19 testing for all students and staff in a school building has not been systematically studied and it is unclear if it would do anything more to prevent transmission beyond social distancing, masks/face coverings, and other measures already in place.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-testing.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/ihe-testing.html>

What is the plan if a student/staff person gets sick during the school day?

Schools must set up an isolation space for students and staff who have symptoms where they must stay until they can go home, according to the minimum guidelines. Additionally, the school must report anyone with symptoms to the local health department where the person lives for contact tracing.

If a student or staff person gets sick and tests positive for COVID-19, may the school require a negative test before the person is allowed to return to school?

Using a test-based strategy may extend the return to school or work time (refer to link below). Test based strategy

Negative results of an FDA Emergency Use Authorized molecular assay for COVID-19 from at least two consecutive respiratory specimens collected ≥ 24 hours apart (total of two negative specimens) AND resolution of fever, without use of fever reducing medication AND improvement in respiratory symptoms.

Time based strategy

Persons should remain on home isolation at least until 10 DAYS have passed since symptoms first appeared AND at least 1 day (24 hours) with no fever, without use of fever-reducing medication AND improvement in symptoms

Do school plans have to be approved or submitted to State Education Department or County Education Superintendent for approval?

School districts must submit Reopening Plans to the Executive County Superintendents for review of minimum standards. The Department of Education will not be “approving” plans. Similarly, to closure plans, the Department of Education will create a check list to ensure that the minimum standards are addressed in the plan.

What should be done about students who need nebulizing treatments?

At this time, the CDC recommends asthma treatments using inhalers with spacers (with or without face mask, according to each student’s individualized treatment plan) are preferred over nebulizer treatments whenever possible. Based on limited data, use of asthma inhalers (with or without spacers or face masks) is not considered an aerosol-generating procedure. Due to limited availability of data, it is uncertain whether aerosols generated by nebulizer treatments are potentially infectious. During this COVID-19 pandemic, nebulizer treatments at school should be reserved for children who cannot use or do not have access to an inhaler (with or without spacer or face mask).

<https://www.cdc.gov/coronavirus/2019ncov/community/schools-childcare/schools-faq.html>

Distance Learning Plan Supports for Students with Disabilities

Students with disabilities will have the accommodations, modifications, support and programming that are prescribed in the child’s IEP to the maximum extent possible. Special education teachers, along with paraprofessionals, for replacement and inclusion classes will work with students and parents to continuously provide virtual learning and live assistance to make the most of the experience and to have the child continue to make meaningful progress.

All related service providers such as speech therapists, occupational therapists, ABA therapists, counselors, etc. Will continue to provide tele-services via Google hangout Meets platform in order to fulfill therapy goals and objectives. This is all contingent

upon the NJDOE continuing the allowance of an online platform for the delivery of related services.

Parent Resources

We encourage parents to talk with, reassure and support their children about health issues and changes to their daily routines, as well as the importance of social distancing and wearing masks.

Children should be allowed to ask questions, and parents should answer them to the best of their ability. [Find guidance here.](#)

Parents can explain the [reasons for wearing a mask](#) and have children practice wearing their masks.

We encourage you to follow recommended guidelines regarding masks and social distancing this summer to help prevent a future surge in cases that might impact the start of school.

Help students get back into a normal schedule at least a week before school begins, such as reinstating bedtime and wake up routines.

Please stay in close communication with your school should your health situation or return plans change.

Parent Tips and Strategies

DISCUSS the virus: Kids become more fearful when adults don't address the obvious issues; parents learn facts and then share with kids in small doses – focus on honest facts that keep them safe.

DON'T ASK KIDS TOO MANY QUESTIONS, allow them to ask what they want to know. Listen and be reassuring.

BE MINDFUL OF YOUR SPEECH – your spoken concerns can become your child's worries.

CREATE A NEW ROUTINE while school is out – discuss this new routine with your kids.

Read this [comic strip](#) (grades 5-12) explaining the virus with them.

Talking with children about COVID-19

Talking to kids about Coronavirus

Talking with kids and teens

Talking with kids PBS

BrainPOP grades 3-8

CDC

Parent caregiver guide to helping families cope

Taking care of your family during Coronavirus

Behavioral health resources

Creating daily family schedule

For questions and comments, please email Cgopening@cgschools.org