



The Road Back Restart and Recovery Plan

Chesterfield Township School District
Parent Meetings
August 5th, 2020



Board of Education

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Matthew Litt - Vice President

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Danielle Christiansen - Counselor

Laura Flynn - 4th Grade Teacher

Melody Khalifa - Counselor

Angie Manning - Technology

Gwendolyn McCreary - Gen. Music & Instrumental

Tracey Miller - Special Education Teacher

Linda Nice - Secretary

Gayle Poedubicky - 3rd Grade Teacher

Maria Prince - 5th Grade Teacher

Charmaine Ramos - Nurse

Carla Rigolizzo - Kindergarten Teacher

Liz Schauer - Special Education Teacher

Amanda Sorensen - Special Education Teacher

Karen Stryker - 4th Grade Teacher

Parent Committee

Sarah Christy

Shamita Kumar

Stacy D'Artagnan

Christine Lyon

Kelley Johnson

Joell Nemeth

John Kelly

Changes from BOE Presentation to Parent Presentation

- Any parent who still has a question regarding the reopening plan, please email our principals Mrs. Graham or Mr. Mazzoni.
- A parent may request a change in placement from the hybrid model or the fully in-person model (K-1 only) to the fully virtual model at any time.
- On the virtual learning days, students in the hybrid model will have the option to login to the fully virtual model class at that grade level to view live lessons. Additionally, a support teacher will be assigned to each hybrid class to provide additional live support to students who are working virtually in the mornings when the primary teacher is in the classroom with the other cohort group.

Changes from BOE Presentation to Parent Presentation

- Sample daily schedules for each instructional model have been included.
- Related arts will be provide virtually as follows for each instructional model:
 - Fully Virtual - Scheduled in the morning
 - Fully In-Person (K and 1 only) - Scheduled in the morning
 - Hybrid - Scheduled in the afternoon
- As of Monday, August 3rd, face coverings are now required for all students in the school building.
- The district is reevaluating the option of offering the Champions Program due to the concern of mixing of students from several classrooms while in the program. A final decision will be announced soon.

The Decision

Friday, August 7th - Final Student Placement Form Distributed to Parents

Monday, August 10th - Final Student Placement Form Due by 5:00 PM

NOTE: Please complete the form only once for each child in your home attending Chesterfield Township School District.

*This process may be delayed and is dependent upon the Board of Education's decision on Thursday, August 6th.

Restart Goals

- Establish guidelines and procedures to ensure the safety and health of all students, staff and visitors.
- Commit to a plan to provide a strong educational experience for all students throughout the pandemic.
- Maintain open and clear communication with the school community.
- Make sound financial decisions to ensure the sustainability of the school district.

Ultimate Goal

Our district's ultimate goal is to return to full-day, in-person instruction for all students. We know from experience that educating our students in school is the most effective method of instruction. However, based on current health guidelines provided by the CDC, NJDOE, the Office of the Governor of New Jersey and the New Jersey Department of Health, we will need to begin the 2020-2021 school year with utilizing three instructional models.

Instructional Models

1. Fully Virtual Model
2. Fully In-Person Model (K-1 Only)
3. Hybrid Model

Fully Virtual Model

- 100% virtual learning
- Core academic subjects will be largely delivered via live instruction (whole class and/or small groups)
- Some instruction will also be delivered through pre-recorded lessons
- Instructional day will follow a specific schedule/routines
- Increased accountability for students, including daily attendance
- Increased teacher feedback and assessment
- District-owned chromebooks available for student use at home

Fully In-Person Model (K and Grade 1 Only)

- Students in kindergarten and grade one will participate in a fully in-person instructional model.
- Students in this model will receive daily, in-person instruction 5 days a week on an early dismissal (no remote Wednesday).
- Any student who is not placed in the fully virtual instructional model, through parent request, will automatically be placed in fully in-person instructional model.
- All fully in-person instruction will follow the same health and safety protocols that every other classroom in the school is required to follow.
- Students will follow the early dismissal schedule and will not participate in lunch or recess.
- THIS MODEL IS COMPLETELY DEPENDENT UPON THE NUMBER OF STUDENTS WHO CHOOSE THE FULLY VIRTUAL MODEL.

Hybrid Model

- Students will alternate between in-person learning days and virtual learning days.
- A consistent, weekly A/B day schedule will be followed.
- Students will be assigned to one of two cohorts - Cohort A or Cohort B.
- This enables responsible social distancing to take place in the school and on the bus.
- Students will be assigned a cohort by geographic region within the township.
- Students working virtually will be provided live, virtual support.
 - Students will have the option of logging in to watch the remote teacher teach live lessons.
 - A support teacher (not the homeroom teacher) will be available at scheduled points during the day to answer questions and provide direction for students.
- Boxed lunches will be available for order so that students can bring them home on their in-person day.

Commonalities of all Instructional Models

- Follow early dismissal day schedule
- Daily attendance
- All academic subjects delivered daily
- Cross-curricular units will be created, when possible, to maximize instructional time
- Daily instructional schedule/routines
- Related arts/special area instruction will be provided virtually
- Assigned teacher (each student will have one primary teacher)
- District-owned chromebooks available for student use
- Common planning to allow for seamless shifts in instructional models (i.e. schools close and move to all virtual instruction)
- Once a parent decides on the fully virtual instructional model, the student will remain in that model for the first marking period. Students in both the hybrid instructional model and the fully in-person instructional model, may move to the fully virtual model as requested.

Early Dismissal Day Schedule

- An early dismissal schedule eliminates large group gatherings like lunch and recess.
- An early dismissal schedule will allow teachers to touch base and offer support to students on their non-attending day.
- Staff lunch/prep will be conducted after students leave to maximize instructional time in the morning.
- An early dismissal schedule will provide critical time for teachers to prepare high quality asynchronous/synchronous lessons and virtual assignments.
- It will also provide additional time for teachers to receive professional development on best practices for remote learning.
- Staff will have time to reflect, review, and revise both instruction and school building safety procedures.

Key Points to Remember

- Planning for only two options certainly is easier than planning for a third option. However, we know how important it is to bring students back into a classroom and this is the reason we are doing our best to bring our primary students back on a daily schedule.
- Bringing our primary students back on a daily schedule is only possible if we can provide for all the same health and safety measures in place for the entire school.
- The ability to bring our primary students back on a daily basis is directly related to the number of parents who choose the fully virtual instructional model.
- When the final numbers are compiled, if the number of parents who choose to send their child to school for in-person instruction increases, we will be forced to move to the hybrid instructional model for all students.

Daily Schedules

Fully Virtual Model (students at home)

- Live Instruction Teacher
- All content area subjects during day
- Related arts classes taught during the morning
- Pre-recorded videos will be available

8:35-9:00 - Office Hours

9:00 - Morning Meeting

9:30 - Language Arts

10:45 - Related Arts

11:15 - Math

12:00 - Science/SS

12:30 - Closing Circle

12:45 - Lunch/Prep

1:45-2:45 - Small Group/1:1 Conferences

2:45-3:15 - Grade Level Meetings

Fully In-Person Model (K & Grade 1 only students in school)

- Live Instruction Teacher
- All content area subjects during day
- Related arts classes taught in the morning

8:35 - Student Arrival (independent small group work)

9:00 - Morning Meeting

9:30 - Language Arts

10:45 - Related Arts

11:15 - Math

12:00 - Science/SS

12:30 - Closing Circle

12:45 - Dismissal

1:00-2:00 - Lunch/Prep

2:00-2:45 - Small Group/1:1 Conferences

2:45-3:15 - Grade Level Meetings

Daily Schedules

Hybrid Model

Cohort A/B while in school

- Live Instruction Classroom Teacher
- All content area subjects during day
- Related arts classes taught during the afternoon
- Pre-recorded videos will be available

8:35 - Student Arrival (independent small group work)

9:00 - Morning Meeting

9:30 - Language Arts

11:00 - Science/SS

11:45 - Math

12:30 - Closing Circle

12:45 - Dismissal

1:00-2:00 - Lunch/Prep

1:45 - Related Arts

2:15-2:45 - Small Group/Related Arts/1:1/Office Hours

2:45-3:15 - Grade Level Meetings

Cohort A/B while home

- Log into Virtual Instruction Teacher lessons
- Virtual Support Teacher Available for assistance
- All content area subjects during day will follow virtual instruction day
- Related arts classes taught during the afternoon
- Pre-recorded videos will be available

9:00 - Morning Meeting

9:30 - Language Arts

11:00 - Science/SS

11:45 - Math

12:30 - Closing Circle

12:45-1:45 - Lunch

1:45 - Related Arts

2:15-2:45 - Small Group/Related Arts/Office Hours

2:45-3:15 - Grade Level Meetings

Related Arts/Specials

The following represent our related arts/specials:

- Art
- Health/Physical Education
- Library
- Music (General, Instrumental, and Vocal)
- Technology
- World Language

All related arts/specials instruction will be provided virtually until it is determined that instruction in these areas can be provided safely in the school environment. Several factors contribute to this decision, but the health and safety of the students and staff is the basis for holding all related arts/specials instruction virtually.

Related arts/specials will be a scheduled part of a student's day.

Related Arts/Specials

Virtual Instruction

Students at each grade level will engage in virtual scheduled, asynchronous and synchronous learning.

Cross-Content Instruction

Cross-curricular instruction will be planned when possible to maximize instructional time.

Instrumental and Vocal Music

Until it is determined that in-person instruction in the areas of instrumental and vocal music can be provided safely in the school environment, all instrumental band and vocal instruction is on hold. Please know that the decision to postpone all instrumental and vocal music in-person instruction was based on the recommendation of the Burlington County Department of Health. The district will continue to reevaluate this decision as circumstances change and try to work to a solution to begin both instrumental and vocal instruction.

Special Services

The district provides special services to students in several areas:

- Special education
- Related services (i.e. speech/language, PT, OT)
- 504's
- Basic Skills
- English Language Learners (ELL)
- Reading Clinic

These services will continue in each instructional model.

Special Services: Services and Supports

Services and supports will continue to be provided for both in-person and virtual learning environments.

Programming for students receiving special education services is individualized as per each child's Individual Education Plan (IEP).

- Each student's needs will be individually reviewed and programmed.
- Related services will be reviewed to ensure formats needed for effective therapies.
- Students will have support from general education and/or special education teachers as needed throughout instruction.
- Programming is being reviewed on a case by case basis to maximize instructional time while also providing related services.
- Students with increased needs may need increased time with direct instruction (i.e. additional days or time in the building during in-person instruction).
- The child study team will work with families individually to ensure appropriate supports and instructional resources.

IF YOUR CHILD RECEIVES SPECIAL SERVICES AND YOU HAVE A QUESTION ABOUT THOSE SERVICES, PLEASE CONTACT YOUR CHILD'S CASE MANAGER.

Gifted and Talented Program

- G&T students will participate in project-based learning via virtual (live and recorded sessions).
- G&T web page will continue (as started this summer) with grade level opportunities for all students to explore and embrace their multiple intelligences.
- The G&T teacher will be facilitating enrichment opportunities within each classroom via virtual and/or recorded lessons.
 - Kindergarten & 1st grade will receive whole class enrichment (1 to 2 times per month)
 - Grades 2-6 will receive whole class enrichment (coordinated with G&T and classroom teacher)

G&T Identification Process

- Please Note: The identification process for G&T candidates was put on hold during the remote learning period last spring.
- All students currently in G&T will remain at start of school.
- Grade 1 students will be considered at end of first trimester to identify cohort to participate in small group instruction as well.

Counseling & Social Emotional Learning Support

- Counseling services continue on an individual and small group basis either in-person or virtually. Groups such as lunch bunch will continue virtually.
- SEL programming will include:
 - Monthly and weekly themes supported through resources, class presentations, and incorporated within Responsive Classroom meetings (i.e. Resilience (grit and adversity), Respect, Mindfulness, Multiculturalism, Citizenship, etc.)
 - STAR program facilitated with an increased emphasis on the multiple intelligences to help build community and recognition of the wealth of talents and strengths of our students
 - Program will encompass all students with recognition on school website, talent displays, etc.
 - Counselors will be working closely with ALL teachers to ensure engagement and access for all students.

Classrooms

- Classrooms will be modified to move/rearrange/remove furniture as needed to facilitate social distancing guidelines.
- When social distancing is not possible, barriers will be used.
- Limit mixing of children and adults as appropriate, and keep class groups separated as much as possible.
- Students will not share supplies.
- Student belongings will be stored in cubbies/lockers, when possible, to keep them separated.
- Students will visit cubbies/lockers at different times to ensure social distancing.
- To avoid crowding in bathrooms, we will limit students in bathrooms by using bathroom monitors.
- Water fountains will not be used until it is deemed safe for all students.
- All students are encouraged to bring a personal water bottle to school.
- Windows will be opened as much as possible to increase air flow and dilute airborne particles that may be present and to introduce fresh air into the learning spaces.
- Weather permitting, teachers are encouraged to take classes outside.
- Shared objects
 - The district will limit the sharing of objects to every extent possible. When the sharing of objects is necessary, the district will utilize a thorough cleaning/disinfecting process to ensure the safety of all students and staff.

Social Distanced Classroom



Coordination with Northern Burlington County Regional School District

- Chesterfield representatives and NB representatives continue to collaborate weekly on our restart planning.
- Both districts agreed to use Wednesday as the day of the week for the fully virtual day (except kindergarten and grade one).
- Due to the difference in hybrid cohort days, we are not able to coordinate the entire week's schedule.
- Based on the two hybrid cohort day schedules, the two districts are working to coordinate three days of each week when possible.

Transportation

- Chesterfield contracts transportation services through a shared services agreement with Northern Burlington County Regional School District.
- NB subcontracts specific bus routes with Garden State Transport (GST)
- NB reports the following:
 - All drivers and students will be required to wear a face covering
 - Refusal to wear a face covering will be considered a code of conduct violation
 - Hand sanitizer will be available on all buses
 - Clear, protective barriers may be used on buses around the driver
 - Drivers will use appropriate disinfectant spray between runs
 - Each bus will be cleaned and disinfected twice each day using an electrostatic sprayer
 - Reduced capacity (approximately 21 students on a bus)
 - Windows opened when possible
 - Students load from back to front and exit the bus from front to back
 - Maintain regular early dismissal day times

Face Coverings

- In *The Road Back: Restart and Recovery Plan for Education*, the New Jersey Department of Education's guidance states, "School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age. Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health."
- In addition to the guidance provided by the NJ DOE, the district uses the guidance of the CDC and Department of Health. The Burlington County Department of Health is advising all students and staff to wear a face covering at all times.
- On Monday, August 3rd, Governor Murphy announced all students will be required to wear face coverings in school.
- Accommodations will be made for students, staff, and visitors who choose not to wear a face covering for medical reasons, which include placing a student in the fully virtual learning model.
- In situations where students refuse to wear a face covering for non-medical reasons, the Student Code of Conduct will be used to address the issue, and the student's parents will be contacted to pick the child up from school.

Arrival and Dismissal

- The district will use a staggered arrival and dismissal schedule to ensure all students safely enter the building using social distancing protocols.
- The use of multiple entrances and exits will be used to allow for minimal travel in the building.
- Traffic patterns in the building will be developed to maintain one-way traffic as much as possible.
- Buses will unload one at a time.
- Students may be required to walk outside the building for short distances as we plan to use multiple entrances and exits.
- Students should be prepared for walking short distances outside on inclement weather days.
- A health screening room will be used for any student, staff member, or visitor who may be showing symptoms of illness.
- Due to the use of multiple entrances/exits, parent drop off locations may differ.
- Visitors will not be permitted in the building unless absolutely necessary. Every attempt will be made to allow visitors to conduct all business outside of the building.

Staff and Student Screening Procedures

- All staff and students will submit a daily health assurance (digital) prior to entering the building.
- Upon arrival, a temperature screening will be conducted at each entrance where staff and students enter the building.
- Any staff member or student with a temperature above 100.4 degrees or who presents with COVID-19 signs/symptoms, will be taken to our health screening room for further assessment.

General Health and Safety Guidelines

Social Distancing

- All students, staff, and visitors are required to maintain a safe social distance of 6 feet whenever possible.
- This includes all areas of the building and grounds and the school busses.
- When proper social distancing is not possible, other modifications will be made including, but not limited to, the use of barriers.

Hand Washing/Sanitizing

- Hand washing with soap and water for at least 20 seconds should take place after using the bathroom, before/after eating, after blowing one's nose, coughing, or sneezing.
- All classrooms have sinks and soap for students to wash their hands regularly throughout the day.
- Alcohol-based hand sanitizer, that contains at least 60% alcohol, will be available to all students and staff in each classroom as well as at all entrances/exits.

General Health and Safety Guidelines

- A student who is ill must be kept home from school.
- If a student or a member of the student's household are exposed to COVID-19, the student must be kept home and the school must be notified immediately.
- If a student or any member of the student's household tests positive for COVID-19, the student must be kept home and the school must be notified immediately.
- If a student becomes ill while at school, the student's parents will be contacted to pick up their child immediately.
- Parents are encouraged to have their child practice wearing a face covering prior to the start of school.

Signs/Symptoms/Positive Case

- The district will follow the strict guidelines of the Burlington County Department of Health when responding to situations where a staff member or student shows signs or symptoms of COVID-19.
- In the event a staff member, student, or family member of a staff member or student tests positive, the district will follow the strict guidelines and work collaboratively with the Burlington County Department of Health to begin the process of contact tracing.
- In the event a staff member or student is required to quarantine, every effort will be made to continue learning in the fully virtual instructional model.

Cleaning and Sanitizing Protocols

- In addition to our normal cleaning and sanitization schedules, the district will implement new daily and weekly procedures to ensure the building is properly cleaned and sanitized for the daily use of in-person instruction.
- The new procedures will focus on areas of the building that will be used on a daily basis, as well as high traffic areas such as classroom doors, classroom sinks, stairwells, bathrooms, and entrances and exits.
- The new procedures will include multiple cleanings and/or sanitizations throughout a day.
- An example of the daily cleaning/sanitizing schedule for a classroom includes:

Clean all surfaces using multi-surface cleaner and disinfect using Neutral Disinfectant. Surfaces to include: tables, desks, light switches, door handles, door frames, sinks, water fountain, etc.

All surfaces are also to be disinfected with an electrostatic sprayer using a disinfectant solution.

Wet mop floors using disinfectant.

Clean all windows and glass using a glass cleaner.

- A detailed description of the new cleaning and sanitizing procedures will be outlined in the final written plan.

Food Service

- A lunch will be provided for all students who are eligible for a free or reduced meal, whether a student is attending in-person instruction or virtual instruction.
- Additionally, any student attending in-person instruction will have the option to purchase a school lunch on the days the student is in the building.
- All lunches will be prepared to be taken home (“boxed”) by the student at the end of the school day.
- Any student who remains in school beyond the early dismissal day schedule will have the option to bring a lunch or purchase a lunch. If purchasing a lunch, the lunch will be delivered to the student’s classroom on a disposable tray/package.

Pandemic Response Team

- Oversee implementation of restart plan with a focus on health and safety measures, and providing safety and crisis leadership
- Adjust and amend school health and safety protocols
- Review data regarding health and safety measures and report the data as required
- Develop and implement procedures to foster and maintain safe and supportive school climates as necessitated by the challenges posted by COVID-19
- Provide staff with needed support and training
- Provide necessary communications to school community
- Create pathways for community, family, and student voices to continuously inform decision-making.

Pandemic Response Team Members

- School Principal
- Teachers
- CST Member
- School Counselor
- School Nurse
- Members of School Safety Team
- Custodian
- Parents

Champions Program

- The Champions before and after care program will continue to operate with modifications.
- The Champions Program will also be offering a child care program during the day.
- The program will be held to and expected to follow the same health and safety measures that the rest of the building is following.
- The number of students who may participate in the program will be limited due to health and safety measures.
- Offering the program will hopefully assist families who have no options for child care due to the parents' work schedule.

Final Thoughts

- This is a fluid plan that will change as needed.
- The staff is planning this summer to be able to move from in-person learning to fully virtual learning at anytime.
- We still have over 5 weeks before the start of school, in the COVID-19 world, that is a lot of time.