

The Road Forward

Sussex County Educational Services Commission **Board of Education**

Note:

As of August 10, 2021, the only mandatory requirements are included in Appendix C – Mask Wearing Protocol and Appendix G – Transportation Protocols. The school district should anticipate potential updates to The Road Forward Guidance as additional guidance becomes available.

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Revised Board Approval: November 1, 2021

**Sussex County ESC
Procedures for 2021-2022 School Year**

As per the Road Forward Document schools must plan to provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. The document is broken down into different sections from The Road Forward document. **If a procedure or process is not listed below, it is understood that it has not changed from the start of the 2019 school year (pre-COVID-19).** These procedures are subject to change based on updated guidance from the Department of Health, New Jersey Department of Education, and/or the Governor of NJ. Each topic area below is the information for each Appenices as required through SCESC Policy.

1. General Health and Safety Guidelines

1.1 (Appendix A) Vaccination: Schools are encouraged to have a system in place to determine the vaccination status of students and staff, however, if an LEA is unable to determine the vaccination status of individual students or staff, those individuals should be considered not fully vaccinated.

Plan for Staff: Staff will be asked to provide proof of vaccination (copies of cards) to our school nurse at the beginning of the school year. At any point if a staff member becomes vaccinated, it is their responsibility to inform our school nurse and provide necessary documentation. If you do not provide proof of vaccination, you will be considered unvaccinated which may impact if you need to quarantine or not. This is voluntary for all staff. Staff will be required to demonstrate proof of vaccination in applicable situations such as quarantining.

Plan for Students: Students will be required to demonstrate proof of vaccination in applicable situations such as quarantining.

1.2 (Appendix B) Communication:

Plan: The school district will be in close communication with the Department of Health in all things related to COVID-19. Relevant information will be sent to parties as needed. The main methods of communication will be phone, email, and text through our IntradoMessenger System.

1.3 (Appendix C) Masks:

Plan: As per Executive Order 251, masking is mandated in the indoor premises of all public, private, and parochial preschool, elementary, and secondary school buildings. Exceptions include the following:

- When doing so would inhibit the individual's health, such as when the individual is exposed to extreme heat indoors; The definition of extreme heat for the school districts is defined as a "heat index" or "real feel" of 90 degrees for at least one day. This excludes those students in air conditioned spaces. The district will utilize weather.com as the source.
- When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;

- When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP) or Educational Plan pursuant to Section 504 of the Rehabilitation Act of 1973, precludes use of a face covering;
- When the individual is under two (2) years of age;
- When an individual is engaged in an activity that cannot be performed while wearing a mask, such as eating and drinking or playing an instrument that would be obstructed by the face covering;
- When the individual is engaged in high-intensity aerobic or anaerobic activity;
- When a student is participating in high-intensity physical activities during a physical education class in a well-ventilated location and able to maintain a physical distance from all other individuals;
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

1.4 (Appendix D) Maintain Physical Distancing: Physical distancing must not prevent the school from offering full-day, full-time, in person learning to all students for the 2021-2022 school year.

Plan: To maintain three-feet of distance between students and staff where possible. Barriers will be used as necessary within classrooms.

1.5 (Appendix E) Hand Hygiene and Respiratory Etiquette

Plan: To educate students on the proper hand washing with soap and water (or hand sanitizer when soap and water are not available). Hand sanitizer will contain 60% alcohol. To frequently wash hands prior to moving to and from new locations.

1.6 (Appendix F) Meals

Plan: Students will eat in their classrooms and maintain physical distance when feasible during receiving meals on the line, eating, and cleaning up. Students will utilize barriers while eating meals only within their classrooms.

Plan: Students have been granted opportunities to pick up from their local sending district. In addition, food pantry will deliver bags of food to our students home if we let them know based on parent request.

1.7 (Appendix G) Transportation

Plan: Masks must be worn at all times on transportation, regardless of vaccination status. This is a mandate from NJDOE, NJDOH, and CDC. SCESC does not provide transportation and will work collaboratively with sending school districts for student safety.

2. (Appendix H) Cleaning, Disinfection, and Airflow

2.1 Limit Use of Shared Supplies and Equipment

Plan: Students will use hand sanitizer or wash their hands with soap and water between equipment use and before traveling to/from other rooms.

Classroom instructors will utilize 1 student- 1 supply. No sharing of individual student supplies, manipulatives etc. Teachers will be responsible for creating single use/individual use supply bags for students.

2.2 Cleaning and Disinfection

Plan: All spaces will be cleaned and disinfected nightly with products certified to kill COVID19. Throughout the day high touch areas will be cleaned and disinfected as needed.

2.3 Improving Airflow

Plan: All spaces have either Unit Ventilators or windows to allow for fresh air circulation. Those areas with Unit Ventilators have UV lights to assist with air quality as well as new filters. Windows in classrooms will be encouraged to be open as necessary. Classes will be encouraged to work outside as much as possible.

3. (Appendix I) Screening, Exclusion, and Response to Symptomatic Students and Staff

3.1 Parental Screening for Students

Plan: Families will be responsible for screening their children prior to school using the screening tool (Appendix A). Staff and visitors will utilize the same screening tool prior to entering the building. Students will not have their temperature taken prior to entering the building. Staff will sign in outside the main office and by signing they are acknowledging they screened themselves with the screening tool.

3.2 Response to Symptomatic Students and Staff

Plan: When students or staff show or have symptoms, the nurse will assess the student and follow the Department of Health guidelines.

3.3 Exclusion

Plan: Students or staff should not come to school if they have:

1. at least **two** of the following symptoms: fever (measure or subjective), chills, rigors (shivers), myalgia (muscle aches), headache, sore throat, nausea or vomiting, diarrhea, fatigue, congestion, or runny nose **or**
2. at least **one** of the following symptoms: cough, shortness of breath, difficulty breathing, new olfactory disorder, or new taste disorder.

*For students with chronic illness, only new symptoms or symptoms worse than baseline should be used to fulfill symptom-based exclusion criteria.

*Regardless of vaccination status, if a student or staff experiences COVID-compatible symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, and tested for SARS-CoV-2.

Plan: If illness occurs in school the following steps will be taken:

1. School nurse will inquire about potential exposure.
2. School nurses and administration will follow the updated DOH guidelines for quarantining.

Plan: If students are required to quarantine, the district will provide a virtual option that is commensurate with in-person instruction.

- Accommodations will be made for the student(s) to be able to receive a mixture of live streamed instruction and independent assignments. Special area classes will be independent assignments during this time. There may be a 24 hour to 48 hour transitional period, prior to implementation of instruction.

Plan: Exposed close contacts who are fully vaccinated and have no COVID-like symptoms

- Do not need to quarantine, be excluded from school, or be tested following an exposure to someone with suspected or confirmed COVID-19.
- Should still monitor for symptoms of COVID-19 for 14 days following an exposure.
- If they experience symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing and inform their health care provider of their vaccination status at the time of presentation to care.

Emergency Virtual Learning Plan and Guidelines 2021-2022

Plan: GRADES PreK-5:

- Teachers will follow the scope/sequence
- Teachers will post a meeting link on their google classroom
- Teachers will post the schedule on their google classroom for reference
- Teachers will follow their **Virtual Schedule** to provide daily live lessons
 - Live, virtual, direct instruction will not exceed 30 minutes per content area
 - Students should be assigned independent practice (activity/assignment)
 - Teachers will have virtual student meeting times in order to address individual needs.
 - The combination of synchronous and asynchronous instruction will meet the 4-hour daily minimum requirement for instruction (excluding lunch and recess).
- For students who have insufficient broadband internet access the district will provide Wi-Fi hotspots or arrange for broadband services.
- For students who do not have access to sufficient technology required for virtual learning, the district will provide Chromebooks or laptops. Arrangements will be made with individual students as needed or announced to the community if/when large-scale closure(s) is required.

GRADES 6-12:

- Teachers will follow the scope/sequence
- Teachers will post a meeting link on their google classroom
- Teachers will post the schedule on their google classroom for reference
- Teachers will follow their **Virtual Schedule** to provide daily live lessons
 - Daily live lessons will be provided and students are required to follow class schedules and attend class meetings.
 - Virtual class lessons will be interactive and will take multiple forms, including modeling, mini-lessons, screencast Google Slides, small group projects, project-based learning with benchmarks, etc.
 - Students will be required to follow a virtual Code of Conduct.
 - Teachers will have virtual student Academic Assistance hours at the end of the school day in order to address individual needs.
 - The combination of synchronous and asynchronous instruction will meet the 4-hour daily minimum requirement for instruction (excluding lunch and recess).
- For students who have insufficient broadband internet access the district will provide Wi-Fi hotspots or arrange for broadband services.
- For students who do not have access to sufficient technology required for virtual learning, the district will provide Chromebooks or laptops. Arrangements will be made with individual students as needed or announced to the community if/when large-scale closure(s) is required.

Project Search Program:

- Teachers will follow the scope/sequence
- Teachers will post a meeting link on their google classroom
- Teachers will post the schedule on their google classroom for reference
- Teachers will follow their **Virtual Schedule** to provide daily live lessons
 - Daily live lessons will be provided and interns are required to follow class schedules and attend class meetings.
 - Virtual class lessons will be interactive and will take multiple forms, including modeling, mini-lessons, screencast Google Slides, small group projects, project-based learning with benchmarks, etc.
 - Teachers will have virtual intern meetings daily in order to address individual needs.
 - The combination of synchronous and asynchronous instruction will meet the 4-hour daily minimum requirement for instruction (excluding lunch and recess).
- For interns who have insufficient broadband internet access the district will provide Wi-Fi hotspots or arrange for broadband services.
- For interns who do not have access to sufficient technology required for virtual learning, the district/DDD will provide Chromebooks or laptops. Arrangements will be made with individual students as needed or announced to the community if/when large-scale closure(s) is required.

4. (Appendix J) Contact Tracing

Plan: The school district will work closely with the Department of Health to contact trace close contacts. A close contact is defined as being within 6 feet of someone with suspected or known COVID-19 for 15 or more minutes during a 24-hour period (even if masked).

5. (Appendix K) Testing

Plan: All COVID-19 testing will be performed off-site by the individual's choice of health care provider. Testing on site may be an option as SCESC is working towards having testing kits available in our nurse's office. Testing on-site with LABQ will be conducted weekly for unvaccinated staff and students and any/all staff/students who are symptomatic with parental permission.

6. (Appendix L) Travel

Plan: The school district will follow the mandates found on the State website:

<https://covid19.nj.gov/faqs/nj-information/travel-and-transportation/are-there-travel-restrictions-to-or-from-new-jersey>

**New Jersey Department of Health
COVID-19 Daily Screening for Students/Staff**

Parents/Guardians: Please complete this short check each morning before sending your child to school. **You do not have to physically fill out the form.**

Section 1: Symptoms

Any of the symptoms below could indicate a COVID-19 infection in children and may put your child at risk for spreading illness to others. Please note that this list does not include all possible symptoms and children with COVID-19 may experience any, all, or none of these symptoms. Please check your child daily for these symptoms:

Column A

	Fever (measured or subjective)
	Chills
	Rigors (shivers)
	Myalgia (Muscle Aches)
	Headache
	Sore Throat
	Nausea or Vomiting
	Diarrhea
	Fatigue
	Congestion or runny nose

Column B

	Cough
	Shortness of Breath
	Difficulty Breathing
	New loss of smell
	New loss of taste

If **TWO OR MORE** of the fields in Column A are checked off **OR AT LEAST ONE** field in column B is checked off, please keep your child home and notify the school for further instructions.

Section 2: Close Contact/Potential Exposure

Please verify if:

	Your child has had close contact (within 6 feet of an infected person for 15 cumulative minutes over 24 hours) with a person with confirmed COVID-19
	Someone in your household is diagnosed with COVID-19
	Your child has traveled to an area of high community transmission

If ANY of the fields in Section 2 are checked off, your child should remain home for 14 days from the last date of exposure (if your child is a close contact of a confirmed COVID-19 case) or date of return to New Jersey. *This form is taken directly from the New Jersey Department of Health.