Lenape Valley Reopening Plan 2020

Reopening Committee

Mr. Paul DiRuplo  Mrs. Susan Gales  Mrs. Sherry Fehir
Mr. Tom Claeys  Mr. Robert Poggi  Ms. Katy Cherry
Mr. Douglas Reynolds  Ms. Kylie McGlew  Mr. Steven McHugh
Mrs. Hilary Beirne  Mr. Richard Kuncken  Mrs. Kim Dachisen
Mrs. Rachel Cittariello  Mrs. MaryLu Costanzo  Mr. Wade Pickett
Mr. Robert Cline  Mrs. Saliha Iftikhar  Mr. Robert Nusbaum
Mr. Christopher Kisatsky  Mrs. Shelley Credicio  Mr. Brian Bennington
Mrs. Jill Hofer  Mrs. Laura Mihatov  Mr. Kurt Stanwick
Mr. Frank Kopich  Mr. Craig Ely  Mrs. Luanne Canfield
Mrs. Cynthia Bresney  Mrs. Maureen Azzopardi  Mr. James Arbolino
Mrs. Angela Manzi  Mrs. Andrea Grant  Mrs. Heather Lachman
Mrs. Geri Esposito

Meetings with stakeholders were held on June 30th and July 8th, 2020 which resulted in the following Reopening Plan for Lenape Valley Regional High School. The Reopening Committee consisted of administrators, board of education members, teachers, support staff, custodial staff, cafeteria workers, transportation coordinators, and parents. Information contained in this plan adheres to The Road Back Plan as issued by the New Jersey Department of Education.
10 Critical Areas of Operation

- General Health and Safety Guidelines
  - All persons (staff and students) in the building are required to wear a face covering.
  - All persons (staff and students) entering the building will have a temperature check and complete a daily health screening.
  - Parents will receive a letter from the school nurse alerting them to the possible symptoms of COVID, and to encourage sick students to stay home.
  - No guests or meetings in the building during the school day. All meetings will be virtual.
  - All field trips are suspended until further notice.
  - Signage to remind people to maintain social distancing.
  - Monitored restroom entry for students. Limited facilities open for use on both the second and first floor.
  - Respectful quarantine of anyone who is symptomatic or has a temperature of 100.4 or higher.
  - A Handwashing Training Video on the school website will be available, stressing the importance of proper handwashing technique; teaching and reinforcing handwashing using soap and water for 20 seconds and model frequent practice among students and staff.
  - All preventative maintenance has been done with regard to ventilation. All filters have been changed as per manufacturer's recommendations, quarterly. All air conditioning units are working.
  - Where and when possible, windows will remain open.
  - Students and staff considered high risk will be afforded accommodations as requested. High risk or vulnerable students are flagged in the student data system as per information provided by the parent. Teachers considered high risk will be assigned classes with fewer students.

- Classrooms, Testing, and Therapy Rooms
  - Daily instructional schedule will accommodate a reduced student population for in person instruction. The remainder of students not in the building will take part in classes held remotely, live streamed.
  - While in classrooms all students and staff are required by the district to wear facial coverings regardless of class size.
  - Related services will be offered as a pushin model where applicable.
  - If in-person testing is necessary it will take place in areas that are conducive to social distancing such as the auditorium, gymnasium, and cafeteria.
  - All classrooms were measured to accommodate students sitting 6 feet apart. Desks were marked off to indicate safe seating.
• In cases where class size does not allow students to maintain social distancing, classroom locations have been moved to larger classrooms or other alternate locations such as the auditorium, lecture halls or cafeteria.

• Transportation - Bus
  • The district will work cooperatively with Byram Bus Company to adhere to state and federal guidelines for student transportation.
  • Busses will be limited to 22 students to maintain social distancing.
  • Members of a family will be considered a unit, and therefore, when sitting together, the number of students on a bus may exceed 22.
  • When social distancing cannot be maintained students are required to wear facemasks.
  • Bus routes that include more than 22 students may be supplemented by district bussing.

• Transportation - Student Drivers
  • Student drivers will obtain a parking permit as per directions sent from the principal's office. *Shared the Keys* will not be required to obtain a parking permit at the start of the school year, however, once new dates are available, any student who drives to school must attend the course and provide proof of attendance in order to maintain the parking permit.

• Transportation - Parent Drop Offs & Walkers
  • Parents wishing to transport their children to school will drop off under the portico.
  • Walkers and students being dropped off will enter the building at a designated doorway.

• Student Flow Entry, Exit, and Common Areas
  • Social distancing will be maintained during class changes by requiring all students to walk six feet apart on the right side of the hallway only in the same direction. Social distancing markings and directional guides will be marked on walls and floors.
  • Entry into the building will require all individuals to receive a temperature check. Anyone with a temperature of 100.4 or above will be quarantined and sent home.
  • Social distance will be maintained during the initial student entrance to the building in the morning by using a queue setup at a single entry point. Markings will be placed on the sidewalk to remind students to keep six feet apart.
  • Students will be dismissed from the building in small groups as designated by the administration.
  • The use of common areas will be limited to times when social distancing can be maintained and students are supervised such as testing, related services, etc.
All individuals are required to wear face coverings at all times while in the building.

There is no access to lockers.

- **Screening, PPE, and Response to Student and Staff Presenting Symptoms**
  - All individuals entering the building will be required to answer a daily COVID pre-screening questionnaire. An online form will be made available on our website that will be filled out prior to arrival on campus.
  - All individuals entering the building will be required to have a temperature check. Temperature checks will be done by using contactless thermometers and temperature kiosks.
  - Individuals with a temperature of 100.4 degrees or above will be quarantined.
  - Quarantined students will be escorted to an isolation space until parent contact is made and the transportation home is arranged. This space will be supervised by district health personnel.
  - Symptomatic staff members will leave the premises immediately.
  - Symptomatic individuals who are not students will be denied access into the building.
  - District personnel working in the COVID isolation space must be equipped with an N95 mask, eye protection, gown, and protective gloves.
  - PPE equipment such as gloves and face coverings have been ordered in abundance for distribution to faculty, staff, and students. Students are strongly encouraged to use their own masks, however, in emergency situations, a mask will be provided to them before entry to the school. Anyone using a bus, must have a mask prior to boarding.
  - Anyone who has tested positive for COVID may not return to school until they are cleared by a physician and have quarantined for the appropriate amount of time as per the guidelines of the CDC.
  - The district has ordered 5000 masks, 25 cases of disinfectant, 2 temperature checking kiosks, and 30 infrared thermometers.
  - Once students report to their first class of the day, teachers are to conduct a visual inspection of the group for signs of illness which could include flushed cheeks, rapid or difficulty breathing, fatigue, cough or extreme fussiness. If this inspection indicates that a student is not well, the main office will be contacted to remove student for medical consultation with the school nurse.
  - Staff member and students should notify the nurse if they become sick with COVID symptoms or if there is a suspected or confirmed case.

- **Contact Tracing**
  - All school district administrators, school safety specialists, counselors, and any other staff deemed appropriate by the school district, will be provided with information regarding the role of contact tracing in keeping school communities safe from the contagious disease.
Lenape Valley will collaborate with the local health department and engage their school nurses to develop contact tracing policies and procedures, as well as educate the broader school community on the importance of contact tracing.

As per the county superintendent’s office, Sussex County Health Department will conduct contact tracing.

- Facilities Cleaning Practices
  - Restroom use will be restricted to one person at a time and will be monitored by a staff member.
  - 1 student men’s restroom and 1 student women’s restroom will be open on each floor.
  - Restroom will be cleaned and disinfected hourly and after every change of class.
  - Electrostatic cleaning guns will be used to disinfect classrooms, restrooms, district owned buses, hallways, doorknobs, handrails, and offices.
  - District owned buses will be equipped with a plexiglass divider between the driver and passengers.
  - Sports equipment will be sanitized as per the guidelines of the NJSIAA for phase one of athletic reopening using a disinfectant sprayer.
  - All turf fields will be sanitized using a tow-behind disinfectant sprayer.
  - Water fountains and filling stations will be shut down. Students will be encouraged to bring their own water.

- Meals
  - Breakfast will be provided in the classroom on a daily basis during in-person instructional days. Breakfast orders will be placed the day before using a selection sheet provided by Maschio's Food Services.
  - Student “to go” lunches will be delivered to the classroom at the conclusion of the final period of each day during in-person instructional days. Lunches will be ordered at the beginning of the day using a selection sheet provided by Maschio's Food Services.
  - During at-home virtual instruction, students who qualify for free and reduced lunch will receive breakfast and lunch from Maschio's Food Services. These meals will be provided at the conclusion of the last in-person instructional day.
  - There will be no cash sales. All sales transactions will take place using the Payschoolscentral.com platform.
  - Students who are absent from an in-person instructional day will be able to pick up their meals at Lenape Valley the following day during their on-line instructional.
  - The monthly Maschio's Food Services menu is available to view at www.lvhs.nutrislice.com.
  - Maschio's Food Services will provide a Google Document that will be used to order meals on a weekly basis.
• Physical Education
  ○ Locker rooms and team rooms will be closed until further notice. Students participating in physical education classes should come to school wearing attire that is appropriate for physical activity.
  ○ Teachers will focus more on individual pursuits or skills rather than traditional team sports or activities (e.g., dance and rhythms, exercises without equipment, fitness, mindfulness, outdoor pursuits, track and field, throwing underhand, kicking and target games).
  ○ Teachers will use games and activities that require no physical contact and do not require students to be in close physical proximity to each other.
  ○ Teachers will ensure lessons are planned around the available space for instruction.

• Extracurricular Activities and Use of Facilities Outside of School Hours
  ○ Lenape Valley facilities will not be available for any organizations that are not affiliated with the district until further notice.
  ○ Lenape Valley will follow the NJSIAA guidelines for all any phases of the athletic restart plan.
  ○ Meeting times for clubs and activities will take place virtually until further notice.
  ○ Practices may not begin before 2:30PM.
  ○ Parents must provide transportation to and from practices.
  ○ Students are not permitted to stay on campus between dismissal and the start of practice.
  ○ Students will be re-screened before practices.

Continuity of Learning

Delivery of Special Education
• Medically fragile students in the cognitive severe room will be instructed remotely.
• CST Team will continually monitor students on their caseloads to ensure all IEP goals and objectives are being followed.
• Classroom aides will be present in all classrooms, both virtual and in-person where mandated by IEP’s
• Related services will continue to be provided, either in person or virtually as indicated by the student’s IEP
• Evaluations will be completed in a timely manner to the greatest extent possible
• Students will continue to work on their post secondary plans with the Transition Coordinator, either in person or virtually, and will ensure that graduating seniors or those students turning 21 will be properly transitioned to state agencies such as DVR or DDD, or other opportunities that exist for these students.
• Clear and consistent communication will be utilized for communicating with parents and guardians, as always, to ensure that we are aware of issues that arise and that they can be addressed in a timely manner.
• Procedures will be developed to address students who are in need of interventions, like RTI, and will be followed as necessary.

Technology and Connectivity
• All students have district provided devices for use during remote education.
• A needs assessment for incoming 9th grade students will be conducted as to remote capabilities.
• Special education students who require assistive devices for communication will be supplied with those, as well as the proper apps for usage. This will allow for communication in school as well as at home.
• Students and parents will have direct access to our technology department who will assist with any problems that may arise. The technology department will provide troubleshooting, tutorials and remote assistance.
• All district provided devices are connected to a central server located on campus allowing district staff to monitor acceptable use policies.
• Internet filters and monitoring software will be utilized on all district provided devices.
• Lenape Valley has purchased audio and video equipment to enhance the remote instructional experience.
• Lenape Valley has purchased new laptop computers for all staff to use for remote instruction.
• Lenape Valley has purchased an extension for Google Meet allowing for maximized instruction capacity.
• Training has been continually offered for teachers and staff for new and existing technologies that support both in-person and online instruction.
• Google Apps for Education will be utilized by both students and staff, allowing the district to monitor classroom activities and login information.

Curriculum, Instruction and Assessment
• All Lenape Valley students have equitable access to remote learning technologies as well in-person instructional resources regardless of grade band or content area.
• Lenape Valley has formed a partnership with many types of stakeholders by forming a reopening committee that includes: district administrators, teachers, support staff, school board members, and parents.
• Lenape Valley has continually monitored its learning model through direct supervision by district administration. Assessments and plans are reviewed weekly and data on grading is reported back to the staff. There is regular communication between teachers, counselors, and families to keep them abreast of student progress. Staff, students, and families have been surveyed on numerous occasions seeking input and feedback on scheduling, instruction, and assessments.
• To provide a comprehensive support system, Lenape Valley utilizes a full CST team, Student Assistance Counselor and Guidance Department.
• Communications have been built around the "We are in This Together" montra. Various stakeholders are involved in the decision making process by taking part in the reopening committee. Changes to instruction, scheduling, and assessments are communicated to families as soon as possible.
• Educators are provided training and planning time for new instructional techniques during summer hours as well as during PLC in-services throughout the year. Consistency in content areas is achieved by providing common planning times, common assessments, and direct supervisor coordination.

Virtual and Hybrid Learning Environment -
Curriculum
• Llinkit diagnostic software will be used as a pre assessment tool to identify gaps in content knowledge in English Language Arts and Mathematics. Supplemental instruction will be based on the results of these assessments and used to maximize efficiency of classroom instruction.
• In all other departments, customized assessments will provide analytical data to address critical content knowledge gaps needing remediation.
• District Administration and Departmental Supervisor will determine the appropriate amount of time allocated to remediate content knowledge gaps.
• Ongoing grade analysis and student progress will be monitored using lesson and unit plans as well as assessment data reporting in the SMS.

Instruction
• A daily schedule will be provided by the administration that engages classroom instruction either in-person or remotely. (See Below)
• With a hybrid instructional design, learning expectations can remain consistent, yet provide flexibility for instruction and learning outcomes.
• Summary assessments are created collaboratively within each department to best determine the mastery of learning standards.
• A hybrid instructional design will allow time for individualized student contact during "office hours" with teachers and counselors.
• Families will have the option to select in-person or remote instruction. Once the school year begins, changes to the instruction modality may only be made following a conference with the students guidance counselor.

Assessment
• Pre-assessments will be used as a diagnostic tool to determine knowledge gaps in course content as needed.
• Formative assessments are continually ongoing and documented in teacher gradebooks within the district’s SMS. Gradebooks are monitored by district administrators and department supervisors and contain such formative assessment as homework, quizzes, tests, etc.
• Interim assessments will be given in the form of mid-term examinations.
• Summative assessments will be given in the form of final examinations.

Professional Learning
• Monthly PLC’s will be provided as part of the ongoing professional development of educators which will include: common assessment design, collaborative planning, SGO development, subject specific supports and technology training.
• PLCs events also allow for development and fulfillment activities for individuals’ goals for their Professional Development Plans.
• Lenape Valley will be following the board approved mentoring program.
• Teacher evaluation training will happen during in-service time at the outset of the school as required by the NJDOE.
• SCIP panel will meet as scheduled.
## Hybrid Instructional Schedule

**Group A - Students with last names A-L**  
**Group B - Students with last names M-Z**

Student groups will rotate every other day.

Teachers and Counselors will be available for office hours from 12:30pm - 2:20pm.

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Pandemic Response Team

Members

School Principal - Thomas E. Claeys Jr.
Assistant Principal - Douglas D. Reynolds
Teachers - Wade Pickett, Brain Bennington, Jill Hofer, Laura Mihatov
School Counselor or Mental Health Expert - Rachel Ciottariello, Anthony Grillo
Child Study Team Member - Hilary Bierne, Dina Miller
Subject Area Chairperson/Director - Christopher Kisatsky, Robert Cline
School Nurse - TBD
School Safety Personnel - James Arbolino
Members of the School Safety Team - Kathleen Finizio
Custodian - Frank Kcpich
Parents - Luanne Canfield, Katy Cherry

- Committee will meet at least twice a year or as needed.
- Committee members will be informed of a meeting by email from Lauren Olivo.
- Committee meeting minutes will be presented to the Board of Education.
- Meeting minutes will also be posted on the Lenape Valley webpage.
- Any new school health and safety protocols determined by this committee will be shared with the school community via Genesis email blast.
TOTAL CLOSURE SCHEDULE
In the event that a total closure is required and Lenape Valley has to instruct in a remote setting, there will be an alternating, two-day rotation (A Day and B Day) of four, one-hour classes. The schedule is as follows:

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