COVID-19 "Corona Virus" Preparedness Plan

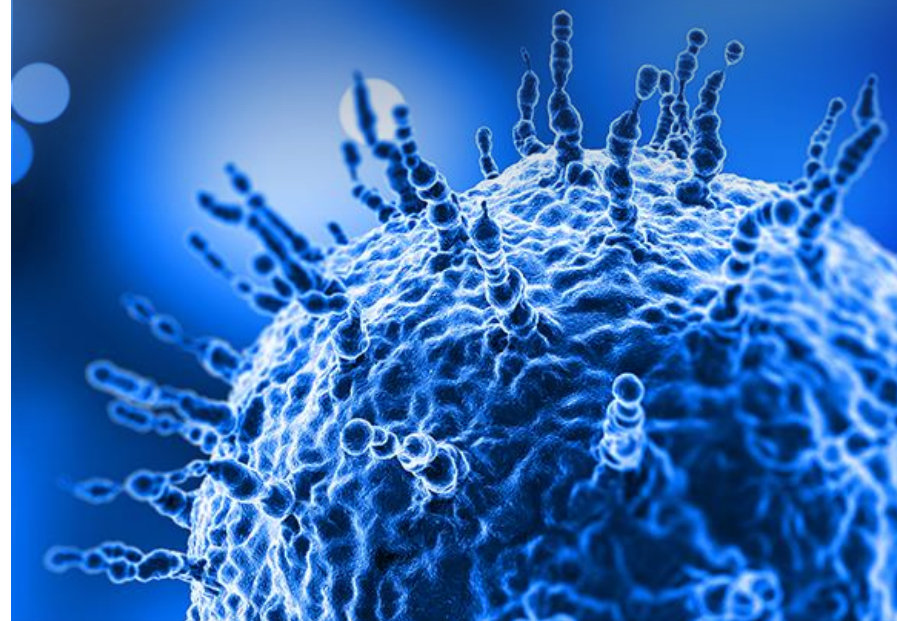Lenape Valley Regional High School

March 2020

Notification to families of the NJDOE requirements to create a health-related closure preparedness plan:

Superintendent will provide digital, and paper information blasts to all families containing the Department of Education's requirements.

Provide the New Jersey Department of Health hotline established for COVID-19, "Coronavirus." information
(800) 222-1222

New Jersey Department of Health COVID-19 hotline:
(800) 222-1222

To date:

- COVID-19 Preparedness plan.
- Inter-district communication.
- Staff-In Service for preparation of lessons and activities.
- Interior doors will remain propped open to avoid contamination.

General Provisions should Lenape Valley be directed to close:

No extracurricular activities will take place.

The campus will be closed to all students, employees, and guests. The administration will grant access to the school on an as-needed basis.

Communications to the school community will take place via the Honeywell Instant Alert System and the school's website.

The Genesis Parent Portal will be active so that families can monitor their students' progress.

Any questions regarding academic assignments, please contact the respective teacher directly through e-mail.

Interior doors will remain propped open to avoid contamination.

Providing Equitable Access to Instruction for All Students

Teachers in all subject areas will prepare "Emergency Closure Plans" for students for a two-week period. Plans will:

1 Incorporate what students have access to at home with activities and learning experiences.

- This includes online resources such as common applications and textbooks.

2 Determine and communicate the amount of daily lesson/ practice time for each subject at each grade level.

Providing Equitable Access to Instruction for All Students

As each student is issued a chromebook, daily assignments and activities will be provided via internet using Google Classroom, e-mail, online textbook subscriptions, and other common applications that are already used in school-based instruction.

Teacher websites will also provide information regarding assignments.

Weekly lesson plans will continue to be completed and inspected by supervisors

Assignments will be: given due dates, collected, graded, and posted to Genesis. Department supervisors will check daily to ensure that standards are being instructed.

Providing Equitable Access to Instruction for All Students

Teachers will be available online during normal school hours to answer questions through Google, e-mail, and other common applications.

Families without internet access can make notes on their child's work with specific questions and that work can be completed upon the student's return to school.

Lenape Valley Regional High School
COVID-19 "Corona Virus" Preparedness Plan

Providing Equitable Access to Instruction for All Students

Teachers will modify lessons and materials for students with accommodations according to their IEP/504 plans. Teachers will be monitoring their emails during school hours to answer questions.

Providing Equitable Access to Instruction for All Students

Special education resource room teachers will be setting up ways to continue the learning process with students, as the general education teachers are doing. This may be, for example, through the use of Google Classroom

For the more self-contained special education rooms (i.e. LLD, Life Skills, etc.), students will receive packets of work that will be sent home, due to their learning being much more hands-on. These teachers will attempt to communicate with parents via telephone or email, if the students are having issues with any of
the work.

Job sites will resume once the school is back in session.

We are working with our Out-Of-District placements to set up plans for students who attend.

While related services will not be provided on a one-to-one basis, related service providers will send home appropriate work, if applicable.

Special Education Related Services

All IEP and 504 accommodations will be addressed in materials/packets sent home with students. Parents who feel their child's modifications are not appropriate can e-mail the special education teacher and the work can be adjusted.

Families without e-mail access can make notes on their child's work with specific questions and the work can be completed upon the student's return to school.

Students who receive related services will also have activities to complete in their packets.

Nutritional Services

The cafeteria staff will distribute bagged breakfast and lunch for students receiving free and reduced lunch on the schedule below.

NETCONG RESIDENTS

7:00 to 7:30 am

Netcong School parking lot

STANHOPE RESIDENTS

7:45 to 8:15 am

Valley Road School parking lot

BYRAM RESIDENTS

8:30 to 9:00 am

Byram Intermediate School parking lot

Adopt enhanced disinfectant protocols for custodial staff and cleaning crews:

Staff will increase cleaning protocols for frequently touched surfaces and objects

The district will purchase gloves, additional hand sanitizer dispensers, peroxide wipes/wash, masks for nurses who care for any student with a fever.

Addendum – March 19, 2020:

List of Essential Employees by Category	Role of Employee	Duties/Work Stream	How Many Essential Employees Per Category		Teachers Instruction Hours per day via remote learning
Administration: Certificated Officials	Oversee operations of school district	Interact with BOE, community (including emergency responders), staff; student instruction; business office functions	Four: CSA, BA, Principal, and Assistant Principal		Four hour per day
Administration: Non-Certificated Employees	Administrative functions	Student records and guidance department functions, purchasing, and payroll.	Five: Adm. assistant to CSA, three in BOE office, one Guidance office		
Supervisors: Certificated	Supervision of employees - by departments	Monitoring grades and lesson plans, scheduling for 2020-2021, oversee special education services	Six		
Custodial & Maintnenance	Maintaining buildings and grounds	Repairs, upkeep and cleaning, receiving deliveries, ensuring all systems such as electricity and boilers remain in working order, and grounds maintenance.	Nine		
Technology	Technology support	Maintain servers and internet capacity for remote instruction, data security, and immediate response to issues both on campus and those reported by remote network users.	Two: network administrator and assistant		
Security	Security and safety	Monitor building and grounds, provide rapid response for emergent situations.	Three		
Food Service	Meal Service	Preparation and delivery of meals to three distribution locations.	Three		