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Restart and Recovery Plan
July 20
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[See POLICY ALERT No. 221]

1648 RESTART AND RECOVERY PLAN

On June 26, 2020, the New Jersey Department of Education (NJDOE) published "The Road Back - Restart and Recovery Plan for Education" (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students' unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a "Restart and Recovery Plan" (Plan) to reopen schools that best fits the district's local needs.

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

A. NJDOE Guidance – Key Subject Area 1 – Conditions for Learning

1. Transportation

- a. If the school district is providing transportation services on a district-owned school bus, but is unable to maintain social distancing, a face covering must be worn upon entering the school bus by all students who are able to do so in accordance with A.2.c. below.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's particular need and in accordance with all applicable laws and regulations.
- b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.



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- c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.
- d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.

[See Policy Guide 1648 – Appendix C for the protocols/procedures for “Transportation” which is also included in the school district’s Restart and Recovery Plan.]

2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms

- a. The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms and a history of exposure.
 - (1) School staff must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
 - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
 - (3) Results must be documented when signs/symptoms of COVID-19 are observed.
 - (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.



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- (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.
 - (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- b. 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.
- (1) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.
- c. 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. It is also necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
- (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.



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- d. Exceptions to the Requirement for Face Coverings
 - (1) Doing so would inhibit the individual's health.
 - (2) The individual is in extreme heat outdoors.
 - (3) The individual is in water.
 - (4) A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.
 - (5) The student is under the age of two and could risk suffocation.

[See Policy Guide 1648 – Appendix E for the protocols/procedures for “Screening, PPE, and Response to Students and Staff Presenting Symptoms” which is also included in the school district’s Restart and Recovery Plan.]

3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.
- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.

[See Policy Guide 1648 – Appendix G for the protocols/procedures for – “Facilities Cleaning Practices” which is also included in the school district’s Restart and Recovery Plan.]

4. Wraparound Supports

- a. Mental Health Supports



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The school district's approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students' mental health.

[See Policy Guide 1648 – Appendix K for the protocols/procedures for “Academic, Social, and Behavioral Supports” which is also included in the school district's Restart and Recovery Plan.]

5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.
- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

[See Policy Guide 1648 – Appendix F for the protocols/procedures for “Contact Tracing” which is also included in the school district's Restart and Recovery Plan.]



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B. NJDOE Guidance – Key Subject Area 2 – Leadership and Planning

1. Scheduling

- a. The school district's Plan must account for resuming in-person instruction and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.
- b. The school district's Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.
- c. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.
 - (1) Special Education and English Language Learners (ELL)
 - (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.
 - (b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.

[See Policy Guide 1648 – Appendix N for the protocols/procedures for “Scheduling of Students” which is also included in the school district's Restart and Recovery Plan.]



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2. Staffing

- a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to, the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.
- b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.

[See Policy Guide 1648 – Appendix O for the protocols/procedures for “Staffing” which is also included in the school district’s Restart and Recovery Plan.]

C. NJDOE Guidance – Key Subject Area 3 – Policy and Funding

1. School Funding

a. Purchasing

The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.

b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.



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c. Costs and Contracting

The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.

D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning

1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities

a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.

2. Professional Learning

a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.

(1) Professional Learning

(a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.

(2) Mentoring and Induction

(a) The school district shall ensure:

(i) All novice provisional teachers new to the district be provided induction;

(ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;



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- (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;
- (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
- (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

(3) Evaluation

- (a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action Plans (including extra observations, extra observers, assuring more frequent feedback and face-to-face).

3. Career and Technical Education (CTE)

- a. The school district shall implement innovative learning models for new learning environments regarding CTE.
- b. Quality CTE Programs

The school district shall ensure students have access to appropriate industry-recognized, high-value credentials.



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c. Work-Based Learning

The school district will ensure students are provided the opportunity to participate in safe work-based learning, either remotely (simulations, virtual tours, etc.) or in-person.

New Jersey Department of Education “The Road Back – Restart and Recovery Plan for Education”

Adopted:



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Appendices

The school district must attach Appendices C, E, F, G, K, N, and O from the district's Restart and Recovery Plan here as required by this Policy 1648.



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Appendix C

Critical Area of Operation #3 – Transportation

Transportation will be provided to students who are eligible according to Board Policies 8611 & 8613. The District will require all students to wear masks on the buses, except where not medical appropriate.

Staff Training

1. All transportation company staff members and District employees will be required to complete training including the signs and symptoms of COVID-19 as well as putting on and removing masks/gloves appropriately.

Student training

1. Wearing a mask at the bus stop and on the bus
2. Social distancing at bus stops
3. Proper procedures for entering and exiting school building

Vehicle Cleaning

1. Buses must be cleaned and disinfected between each use
 - a. Between runs – wipe seat backs, seat belts and railing upstairs with an all-purpose cleaner or a wipe while wearing gloves
 - b. Sanitize bus once it returns to yard after morning runs
 - c. End of day protocol the same

Screening and Admittance

1. The district's transportation contractors are required to provide their employee monitoring procedures to the district before the beginning of the 2020-2021 school year.
2. Staff will go through a daily health check before boarding the bus.
3. Transportation contractors are required to report any possible exposures or confirmed COVID-19 cases to the district immediately so that the district can initiate any necessary contact tracing procedures. Notification will be made to the district's Transportation Coordinator.
4. The district will encourage all parents or guardians to wait with their child(ren) at bus stops until the bus arrives.
5. Students are strongly encouraged to maintain a 6 ft. social distance when possible at bus stops. If maintaining a 6 ft. social distance is not possible, face coverings must be worn at bus stops.
6. Face coverings must be worn by all staff and students on board buses. Requests for exemptions for medical reasons will require appropriate medical documentation and review by district administration and the district school physician. A box of youth masks will be kept on every bus should a student arrive without a mask.

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7. The bus driver will make a note and inform the school principal if a student attempts to board the bus without a mask. Students who do not comply with the face covering requirements will be subject to progressive disciplinary action, which may include up to suspension of bus transportation privileges.
8. Buses will seat students from the back of the bus forward.
9. Family members should sit together when possible
10. One (1) student to a two-seater and (2) students to a three seater where possible.
11. Bus windows will be opened when feasible.
12. Upon arrival at school, buses will stagger off-boarding students
 - a. Students will exit the bus from the front of the bus to the back
 - b. Students will enter the assigned school building entrance(s) where applicable for temperature screening

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Appendix E

Critical Area of Operation #5 - Screening, PPE, and Response to Students and Staff Presenting Symptoms

District Schools and Central Office

A. Screening procedures for students and staff

1. Parents and staff members will be provided a screening questionnaire. This questionnaire should be utilized regularly by parents/staff. If it is determined that a student cannot attend school, parents should report their child's absence to their school as indicated in the student handbook.
2. A copy of the CDC questionnaire flowchart can be found on each school's website and on the district homepage.
 - a. If the student/staff answers YES to any question in Section 1 but NO to all questions in Section 2, they would be excused from school in accordance with existing school illness management policy (e.g., until symptom-free for 24 hours without fever reducing medications).
 - b. If the student/staff answers YES to any question in Section 1 and YES to any question in Section 2, the student should be referred for evaluation by their healthcare provider and possible testing. Local health officials and/or healthcare providers will determine when viral testing for Covid-19 is appropriate. Students/staff who have received a negative test result should be allowed to return to school once their symptoms have otherwise improved in accordance with existing school illness management policies.
 - c. Students/staff diagnosed with COVID-19 or who answer YES to any question in Section 1 and YES to any question in Section 2 without negative test results should stay home, isolate themselves from others, monitor their health, and follow directions from their state or local health department. Staff/Students and their families are advised that the local health department may contact the family for contact tracing. If contacted, families should notify the contract tracer that the student/staff attended school.
 - d. Students/Staff that answer yes to a question in section 2, and can answer no to section 1, should follow all CDC quarantine guidelines and remain at home.
 - e. Students/Staff diagnosed with COVID-19 or who answer YES to any component of Section 1 AND YES to any component of

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Section 2 without negative test results should be permitted to return to school when:

- 10 days since symptoms first appeared and
 - 24 hours with no fever without the use of fever-reducing medications and
 - COVID-19 symptoms have improved (for example, cough, shortness of breath)
-
- a. Questions regarding return to school should be jointly decided in consultation with parents or caregivers, school personnel, and the student's healthcare provider.
 - b. Professional development has been expanded to include training on health and safety, screening protocols, health protocols for students and staff exhibiting symptoms. Other topics to be addressed will be SEL, wellness for staff, and assessment and instruction.
 - c. The Edison School District's faculty will participate in PD opportunities to continue to assess the evolving situation, make adjustments to health and safety protocols and address other student issues.
 - d. The Edison School District will follow updated CDC guidelines regarding universal screening of students: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>
 - e. Staff will follow all CDC Guidelines regarding screening for students.
 - f. Students and staff with symptoms related to COVID-19 must be safely and respectfully isolated from others. All district schools will follow current Communicable Disease Service guidance for illness reporting.
 - Each school will have a designated isolation space where students and staff with symptoms related to COVID-19 will be safely isolated from others.
 - Any staff or student with COVID19 symptoms will be sent home immediately. Parent/guardian will be notified and it is expected that parent/emergency contact will pick up within 30 minutes.
 - The students will remain in the designated isolation space with continued supervision, monitoring, and care until picked up by an authorized adult.
 - Students will be released to parent/guardian/emergency contact via designated school exit (staff to walk to exit).
 - 911 will be called in emergency situations.
 - Staff members identified with COVID-19 related symptoms will leave school grounds immediately via designated exit.
 - All students and staff that are symptomatic with COVID-19 symptoms will be advised to seek medical care.
 - Those reporting positive results for COVID-19 or having close contacts test positive for COVID-19 will follow CDC isolation and quarantine guidelines as applicable.

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- Remote virtual instruction will be available for students following isolation/quarantine protocol.
 - Staff members who need to isolate/quarantine will refer to human resources/personnel for guidance and support.
 - m. If a school district becomes aware that an individual who has spent time in a district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
 - n. The nurse and other key staff who have continued close contact (CST, OT/PT, etc) will have access to specialized PPE such as face masks, face shields, gloves and gowns.
 - o. Re-admittance to school will follow current CDC guidelines related to symptoms (not positive testing):
https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html
 - p. The district will follow all current policies and procedures for staff and students with illness, in particular not returning to school until after being fever-free for 24-hours without the use of a fever reducer, or requiring a doctor's note to return after an illness lasting 3 days or more.
3. Staff, students, and visitors must wear face coverings at all times throughout the day.
- a. In special circumstances, when mask tolerance is being addressed, staff will use additional PPE equipment when working in close contact with students.
 - b. Additional PPE, such as gloves, face shields and gowns will be supplied to staff members who may require close contact with students or who need additional protection.
 - c. All school staff will wear face coverings. It is the staff's responsibility to wash their own face coverings and have at work each day. Staff may choose to wear their own face coverings and not the face coverings provided by the district.
 - d. Staff will be encouraged to take students outside frequently for lessons, walks, movement, and fresh air where masks may not need to be worn by students unless social distancing cannot be maintained.
 - e. Students will be required to provide their own face coverings. Disposable face coverings will be available during the school day should the face covering become soiled, lost, or damaged. Families will be responsible for washing face coverings as recommended.

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Appendix F

Critical Area of Operation #6 - Contact Tracing

1. If the Edison Township School District becomes aware that an individual who has spent time in a district facility tests positive for COVID-19, district officials must immediately notify local health officials, as well as staff and families as appropriate, of a confirmed case while maintaining confidentiality.

2. Upon notification that a student or staff member has tested positive for COVID-19, the local health department will work in conjunction with the school nurses and trained contact tracers to determine the close contacts of the individual.
 - a. All close contacts will be contacted and health department recommendations to quarantine will be advised.

 - b. A close contact is defined as being within 6 ft. for a period of at least 15 minutes with or without a mask.

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Appendix G

Critical Area of Operation #7 - Facilities Cleaning Practices

Schedule for increased cleaning in all buildings

During the School Day: After the students and staff have entered the building, all entrance touch point surfaces will be sanitized. Student occupied classroom door handles and other corridor touch points will be wiped with disinfectant in-between class periods. Bathrooms will be sanitized once during each shift. This entails sanitizing all bathroom touch points, cleaning visible clutter, and checking dispensers.

In the Evening: Every other night the building will be cleaned and disinfected; this will include classroom desks and chairs, handles on equipment, buttons on machines, computer keyboards, phones, touchscreens, vacuuming, and mopping. Teacher desks should be kept clear of personal objects. Teachers should store staplers, books, pens, equipment, teaching materials, etc., in drawers and cabinets at the end of the day, every day. Office occupants should wipe down their desks and office touch points every day, and not invite others into their offices. The day custodian can disinfect these rooms before the end of his/her shift. Where this is not possible, the evening custodian(s) will add these offices to their rotation.

Checklist for cleaning classrooms, labs, bathrooms, touch points

The day custodian will be cleaning frequently-touched surfaces such as, door knobs, touch points, handrails, drinking fountains, light switches and restrooms during each shift. Lab equipment or shop equipment should be cleaned and sanitized after being used, and before it is stored in cabinets and drawers.

Hand sanitizer location and procedure for refilling and maintaining

The day custodian is responsible for checking and restocking the hand sanitizer dispensers and the bathroom soap dispensers. Hand sanitizer and soap are stored with the custodial supplies. Hand sanitizer stations should be at all entrances, exits and easy-to-access in common areas.

Explain the process of cleaning and sanitizing

Surfaces must be cleaned before being disinfected. This is a two-step process. Cleaning with soap and water will remove dirt and germs, and then surfaces will be disinfected. EPA approved disinfectants will be used with appropriate tools. Custodians will be trained and the products will be used in accordance with product specifications. Custodians will wear all appropriate protective equipment.

Water fountains

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Traditional water fountains will be closed.

Disinfecting spray

Disinfecting spray will be ordered by the day custodian and provided to the faculty. Teachers should be responsible for wiping down their desk throughout the day, as well as the classroom door knobs and other common touch points in the classroom. Students should take a wipe on their way to their desk and wipe down their desk and seat.

Restrooms

Students should be allowed to monitor their own social distancing when using the restroom; staff members may be utilized to limit access to student restrooms. Allowing students to use the restroom during class will minimize the number of students using the restrooms between classes. Reevaluate the situation by building if social distancing is not being followed. Locking restrooms and assigning teachers to monitor their use are options.

Procedure for building disinfecting if a case of COVID is identified

Depending on the circumstances, the entire school building or only the infected rooms will be closed for 24 hours, when necessary. Sprayers will be used to coat surfaces with disinfectant after surfaces have been washed with soap and water. While cleaning and disinfecting, rooms will be vented where possible. All surfaces, including but not limited to, high volume touch points, desks, chairs, handles, switches and equipment will be treated.

Maintaining proper ventilation and circulation of air

The maintenance staff will closely monitor the HVAC systems for proper air flow, and will continue to replace the air filters once per month, which exceeds the manufacturer's specifications. Dampers will be adjusted to increase outside air flow into the building where possible.

Availability of supplies

Each building will be outfitted with a Grab and Go sanitization kit for immediate response. Additional custodial supplies have been ordered; some have shipped and some are back-ordered. Sanitizer sprayers have been purchased for quicker application of the disinfectant. Plexiglass countertop dividers are being constructed and ordered. These will be ready for school.

Signage and Distancing markings

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Each building Principal has reviewed with the Maintenance Department where signs and distance markings will be placed. Purchases of signs and tape/paint for distance markings have been initiated.

For a more detailed list of cleaning procedures please review our cleaning manual on our district website.

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Appendix K

Academic, Social, and Behavioral Supports

All academic, social and behavioral supports will continue for students, on both in-person and virtual learning days. This includes, but is not limited to:

1. IEP accommodations, modifications, supplemental services
2. 504 Plan accommodations and modifications
3. Intervention and Referral Services action plans and instructional interventions
4. School counseling services
5. Behavioral supports
6. Social and Emotional Learning programs (i.e., small counseling groups, restorative practices for discipline, counselor-led programming for SEL principles, spirit weeks and other school community building activities)

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Appendix N

Scheduling of Students

The Edison School District has created an approach based on several phases to the reopening of schools that includes an initial phase prior to the first day of school for students. Phase 1 will begin during the week of September 1 through September 4 providing teachers and staff members professional skills and knowledge in an effort to successfully meet students' needs during the reopening of schools. Staff will be trained to effectively implement and monitor new health & safety guidelines, which are necessary because of the COVID-19 global pandemic.

The administration is making various improvements that will enhance student learning for the start of the school year. Teachers will utilize tools such as webcasts and Google Classroom/Meet to support remote synchronous learning activities (learning that happens in real time) when students participate in class virtually from other locations beside their classroom(s). The webcasts will enable teachers to simulcast direct instruction, mini-lessons and facilitate small group instruction from the on campus classroom while including students attending school remotely, whether that be on their cohort's scheduled virtual days (described below) and/or for the students whose caregivers have elected for them to participate in a fully remote schedule five days per week. Asynchronous learning activities (independent practice and learning without real time teacher interaction) will also be an essential element of the district's hybrid model at all grade levels.

A phased reopening of schools and restart of in-person learning supports a safe return of students and staff to school. Administrators will work collaboratively with the Edison Township Department of Health and the district physician to monitor local health conditions, including COVID-19 positivity rates and instances of staff and/or student quarantine/isolation, in order to determine when it is safe to advance to the next phase of reopening schools. The length of the school day may be expanded throughout the reopening phases in order to reintroduce in-person school lunch service, when it is reasonable to do so, and in alignment with the State's reopening and expansion of indoor dining. Until such time, "grab and go" breakfast and lunch service will be available to all students.

Parents and guardians throughout the school year will have the option to elect for their child to receive instruction remotely every day. A form will be available on the district website for parents to notify the district of their intent for their child to participate in full-time remote virtual instruction. These students will be assigned to a class in their assigned school/grade and participate via interactive lessons and Google Meet sessions to engage in direct and small group instruction as well as learning activities with their teachers and classmates. Students will be required to log on and follow their class schedule(s) each day and will be graded based on standard district grading policies/practices applicable to all students. Parents and guardians can elect to have their student shift to in-person instruction at the end of the marking period. Parents and guardians who choose to have their child

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participate for in-person instruction have the option to shift to an everyday remote/virtual instruction model. They must notify their child's principal as well as classroom teachers, in writing, if they elect to stop participating in in-person instruction. Such changes are permissible only at the conclusion of the marking period or trimester.

Phase 1 Staff professional development workshops, as required by NJDOE guidelines, will be scheduled. Edison Public Schools will offer professional development workshops and training for all staff to prioritize the health & safety of district employees and students, ensure staff are equipped to manage student mental health and social emotional needs, and effectively plan/deliver best practice teaching and learning opportunities for all students both on campus and virtually.

Phase 1-A Students will participate in a totally remote program with the exception of some special needs' programs, beginning September 3, 2020 thru October 16, 2020 (This plan revision was submitted to Executive County Superintendent for approval). This phase will last tentatively until October 16, 2020. When conditions permit the district will move to Phase 2, and implement our hybrid model.

Phase 2 All schools will implement our hybrid models from our Return to School Plan approved by the Middlesex County Executive Superintendent.

Phase 3 The district will monitor CDC announcements as well as the level of community transmission and staff/student attendance rates throughout Phase 2 above and consult with the Edison Township Department of Health and district physician. If community health conditions improve or remain stable, then the length of the in-person school day may be increased to full day and lunch service may resume if the State has eased indoor dining restrictions and the district can schedule students for lunch service while also maintaining the State's prevailing social distancing guidelines for schools.

Phase 4 The district will monitor CDC announcements as well as the level of community transmission and staff/student attendance rates throughout Phase 3 and consult with the Edison Township Department of Health and school district physician. If NJ State eases social distancing guidelines for schools and community health conditions improve or remain stable, middle and high school cohorts will be combined and all students [Preschool-12] will resume 5 day per week of in-person full day instruction.

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Appendix O

Staffing

Under the current educational environment, the teachers and staff of the Edison Township School District will be utilized to maximize both their expertise and teaching certifications. Professional development and alignment of standards will be priority areas for 2020-2021. The curriculum office including district supervisors are working closely with special education, regular teachers and paraprofessionals on providing an array of teaching materials for both the in-person and remote virtual settings such as manipulatives, art and science supplies. The expectations of the district is that teachers will encourage two way dialogue and communicate important curricular information to parents. In addition, parents will be made aware of students' progress and any changes to the learning experience as the method of instructional delivery evolves. Curriculum implementation will follow the schedule specified by the district, where students who are not physically in the classroom will learn similar content synchronously and asynchronously along with their in-class peers on each instructional day.

1. The Edison Township School District will develop professional development opportunities and staff collaboration time in accordance with the needs of the district.
 - a. Communication with the teachers and staff will occur regularly throughout the year to assess potential options and ideas for Professional Learning opportunities.
 - b. Edison Township School District will develop professional learning experiences to promote effective instruction for all students.
2. The District will continue to ensure that every student has safe and equitable access to a learning device and internet connectivity to support remote virtual instruction, as necessary. Devices and hot spots are made available to students with neither internet nor access to a mobile device. The district purchased additional Chromebooks/devices for distribution to all students in-need.
3. The Edison School District will develop roles and responsibilities for substitute teachers in both virtual and hybrid settings.
 - a. Substitute teachers will be required to participate in an orientation session in late August.
 - b. Substitute teachers hired to cover long term for the 20-21 school year will be afforded professional development opportunities throughout the school year.
 - c. Every effort will be made to minimize substitute movement throughout the school district.

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4. The Edison Township School District will continue to implement the New Teacher Mentor Program for all non-tenured teachers. A professional development day is scheduled for all new teachers in August and an introduction to the mentor teachers. Non-tenured teachers will continue to work closely with their cohorts throughout the school year.

5. The Edison School District will develop and communicate a plan of accountability that identifies how teachers will monitor and assess student performance. This includes how they grade students (Grades Pre-K through twelve).
 - a. Teachers will communicate grading practices in September. Progress reports and report cards will be distributed as scheduled on the District Calendar.
 - b. The Genesis Parent Portal will be viewable throughout the year.

Appendix P

Athletics
