LENAPE MEADOWS SCHOOL
160 Ridge Road, Mahwah, NJ 07430

Dawn Uttel
Principal

Dorothy Eason
Assistant Principal

Lenape Meadows School
Reopening Guide for September 2020

As we prepare to reopen our doors for fall, we first want to thank you for all of your support during this time. We have been working throughout the past few months to do the right things to take care of our students, our staff and our community. This is a difficult time for everyone, but it helps to know that this won't last forever.
We will continue to review our plan and the most updated guidance pertaining to the ongoing pandemic and the operation of schools and modify or update this document as needed.

Lenape Meadows will be following a hybrid schedule that will consist of both an a.m. session and a p.m. session. This schedule allows for a reduction of the total number of students in the building which will assist with social distancing and the promotion of optimal health and safety for all staff and students. Our schedule also allows for consistency in instruction that will take place each day and ensures that all services are being provided to our students.
Every other Wednesday, beginning on September 16, 2020, will be a virtual learning day for all students for deep cleaning of the building.

At Lenape Meadows School:

- We will follow all safety protocols
- We will wear face masks at all times any other PPE that is required. We will build in "mask breaks" during our school sessions.
- We will promise to practice social distancing at all times.
- We will monitor how we feel and tell an adult if we are not feeling well.
- We will stay home from school if we are sick.
- We will keep our personal belongings in a separate bin.
- We will use our own supplies.
- We will wash our hands as we enter and exit the building, before and after we use the bathroom, and throughout class if needed.

School hours:

A.M. Session: 8:50 a.m. to 11:15 a.m.
P.M. Session: 12:55 p.m. to 3:20 p.m.

In-person learning consists of 2 hours and 25 minutes.

10 minutes: Morning Meeting
60 Minutes: Reading/Writing Workshop
30 Minutes: Word Study
45 Minutes: Math

The reopening plan for Lenape Meadows is a hybrid model. The hybrid model will consist of an AM/PM schedule for students. Students will be engaged in traditional in-person learning at school and remote learning at home.

Virtual/Independent Learning Daily will consist of 1 hour and 50 minutes.

40 minutes: Live Specials (Music, Art, Physical Education, Library/Media, and Spanish)
40 minutes: Asynchronous Learning for Science and Social Studies via slides, activities, and long-term projects
30 minutes: Independent Practice (Hard copies from school, RAZ Kids, Math Fact Monster, IXL)
Every other Wednesday will be a virtual learning day used for synchronous/live and asynchronous instruction. These days will also serve as an opportunity for enhanced cleaning protocols.

Remote Learning:

All students will be assigned a virtual classroom and "school-based" homeroom to attend specials. All students will also be assigned an in-person homeroom and they will attend specials with their "school-based" homeroom. Our Director of Virtual Learning and Instruction, Mrs. Linda Bohny, will oversee the virtual learning experience and will serve as the point-person for parents and students who are in the virtual program. The Mahwah Township Public School Full-Remote Instructional Program Guide can be accessed on our district website at: http://www.mahwah.k12.nj.us

Lunch Period/Recess:
Given the am/pm session structure, lunch and recess will not take place in the school setting. In addition, students will not have recess at this time.

Food Service:

*Our cafeteria will be closed for student lunch.
*Full regular lunches will not be available.
* Grab-and-Go lunches will be provided for students on free/reduced lunch and those who preorder their lunch. Separate communication will be shared shortly.
*There will be no snack at this time in the classroom due to the shortened day.
*Students will be able to have their own water bottle and have access to the water filling stations to fill their bottles, if needed The water bottle must have a straw or a flip top. No open top containers will be permitted.

Student Arrival:

The student day begins at 8:50 a.m. We ask that students are dropped off no earlier than 8:30 a.m.

Students will be entering the building by grade-level cohorts. Each grade-level will have their own entrance and it will remain the same for dismissal as well.

Pre-K: Front Pre-K entrance
Kindergarten: Classroom entrance is available from the side playground through the exterior doors into each classroom.
1st grade: Main Entrance
2nd Grade: Cafeteria Entrance (YMCA a.m. students will have exited the cafeteria & incoming 2nd graders will follow the arrows to the main hallway.
3rd Grade: Back exterior door to entrance #12 off of the back playground.

1 - 2 staff members will be at each entrance to ensure that all students enter with face masks and maintain social distance. Hand sanitizer will be available as they enter their classrooms.

Paraprofessionals will be assigned to each classroom for supervision of all students, upon entering the building.

Students who arrive later, up until 9:00 a.m. for the a.m. session and 1:00 p.m. for the afternoon session, will enter through the cafeteria entrance.

Students arriving later, after 9:00 a.m. for the morning session and 1:00 p.m. for the afternoon session will be required to enter through the main entrance.

All students will report directly to their classroom. Paraprofessionals will be assigned to each classroom to supervise students until teacher-student contact time begins.
Paraprofessional schedules are being adjusted to meet these needs.

We ask that all Pre-K students who are arriving and being picked up by car, please remain in the car line. Your child will be escorted to class at arrival and to your car at dismissal.

Student Dismissal:

Students being dismissed via bus will be called by bus color to the gymnasium and exit out of the far right door of the gymnasium. Students will proceed to exit through the atrium door and walk down the playground to their bus. Markings will be on the ground to assist with social distancing.

Our Bus Duty Teachers will walk each group through the gym, out to the atrium door and onto the bus to insure masks are being worn and proper seating on the bus is occurring. Seating will begin at the back of the bus and work their way up to the front.

Pre-K will exit out of the Pre-K exit. (The same as their entrance – Door #2). They will stand on the identified socially distanced blue markers on the hallway floor.

Students being dismissed via car pick-up will be called by class to the main entry way where they will stand on marked spots either inside or outside of the building. Kindergarten students will be walked, socially distant, to the front door where they will stand outside on designated markers with our dismissal teachers six-feet apart.

- On inclement weather days, students will stand on the identified socially distanced blue markers on the hallway floor.

Parents are being asked to have the student's name, grade, and teacher identified on the front car windshield to assist with pick-up. Dismissal duty teachers will assist to insure masks are being worn and proper social distancing is being maintained.

Students who are reporting to the Y, will walk down the hallway and proceed to the cafeteria. All Y students will have tags on their book bags to assist with identification of attendance in the program. Social distancing markers on the hallway floor will assist with walking.

Staff Arrival – Temperature Checks:

All staff members, inclusive of administrators, custodians, office staff, and cafeteria staff will have their temperature checked as they enter the building.

Temperature checks will be performed by Mrs. Uttel, Mrs. Mayer, or Mrs. Antoniello.

A binder will be maintained to reflect that the temperature was taken each day.

Transportation:

Please see your parent portal for bus information.

Masks will be required at all times on the school bus.

Masks will be required at all times as students arrive via car at arrival and leave the building at dismissal.

All paraprofessionals who are riding the buses will have a baggie that will include additional masks, gloves, and hand sanitizer.

Visitors:

No visitors will be permitted into the building without an appointment.

Visitors must wear masks at all times.

Appointments are required in advance.

No HSO volunteers will be in the building at this time.

All HSO Meetings will be conducted remotely via Zoom.

A virtual Back-To-School Night is tentatively scheduled for Thursday, September 24th.

If materials need to be dropped off at school for a student, parents/guardians will be directed to place the item in the grade-level bin located on the book shelf in the security vestibule. Post-it notes will be available to label the item with the student's name.
Parents will be asked, if needed, to use their own pen.
We will continue to discourage any routine drop-off of items.

Signage:

Signage describing signs of illness have been posted at/near the entrance to the building, main office, nurse's office, and at other points in the school.

Administrative and Child Study Team Meetings:

All IEP/I&RS/504 meetings will be conducted via Zoom.

Grading and Reporting:

Students will be graded using our benchmark report cards using a trimester schedule for grades 1st through 3rd and semester schedule for Pre-K and kindergarten.

It is recommended that grading modifications be put in place for Social Studies and Science grading since they will be taught through asynchronous learning methods. The teachers will not be able to fully assess the students work in these areas.

Student and Staff Safety:

Parents will be required to complete an attestation form each day confirming that their child is fever free and is not presenting any symptoms of COVID-19.
https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html

A designated quarantine area has been established for students who present symptoms of COVID-19 during the school day. The parent or guardian of the student will be contacted and required to pick up their child immediately.

If a student or staff member tests positive for COVID-19, the school district will work in conjunction with the Mahwah Health Department to determine the necessary steps to maintain community health and safety. Contact tracing and notification to the school community will be aligned with guidance from the Mahwah Health Department and CDC. Responses to maintain community health and safety may include: increased monitoring of symptoms, self-quarantine, and in significant cases of community spread temporary closure of schools.

Entering the classroom:

Upon entrance to the classroom both for the a.m. session and the p.m. session, students will be asked to wash their hands one a time prior to placing their items in their individual plastic bin. Once they have place their items in their bin, they will be provided with hand sanitizer.

Water Breaks: All students will be provided with time to refill their water at the water filling station when they go to the bathroom with their class.

Bathroom Breaks: Each class will be provided with a time during each session to take their class to the bathroom. One student will use the bathroom at a time to avoid "herding" in the bathroom area. If a student requires the use of the bathroom throughout their session, they are able to use the bathroom in the nurse's office. A paraprofessional will also be stationed in the hallway, when possible, to maintain entrance into the bathrooms.

Kindergarten classrooms each have their own bathroom, so they will be able to utilize the bathroom at any time.

Mask Breaks: All students will have the opportunity to take a "mask break" during their session. This can be done when each student is seated and on opposite sides of the plexi-glass that is in between each student.

Leaving the classroom at dismissal:

Prior to dismissal, each student will wash their hands as they go to the bins to gather their items to go home. Each student will also be provided with hand sanitizer as they exit the classroom.

Social/Emotional Learning:

Our SEL Task Force Committee spoke about the important around teachers' self-care and providing supports and activities for students. Our district has engaged Mindful Practices, a company that we have used for the past 3 years to train over 200 of our employees to provide a dual support for us: Live(virtual) coaching, as well as SEL On Demand.

Our staff, students, and families will have access to our Mindfulness The Live Coaching will consist of:

1. Support from one of our SEL Specialists for teachers, paraprofessionals, teaching assistants, counselors, etc. to help bring SEL On Demand to life both in-person and via remote learning.

The On-Demand Experience:

2. Think of this as a library of resources that the teachers and admin can use as needed throughout the year. This will be shared weekly.

Library/Media Center & Classroom Libraries:

We continue to review the latest studies and guidance pertaining to the handling of books and materials.

Our hallway bin will be maintained for students to return any library books, when they are checked out, where they will sit for 5 days prior to returning to circulation.

Every other Monday, students will utilize the online library system to view book titles they are interested in. Using a Google form, sent by the library media specialists, students will request their book titles. A staff member will deliver the library books to homeroom classes 5 – 7 days after selection. Students will have access to their books for two (2) weeks and will be collected in a library bin in their homeroom classroom. All books will be held for five (5) days prior to re-shelving. We will continue to review the latest studies and guidance pertaining to the handling of books and materials.

Sick Student Protocol:

If a student is exhibiting signs of sickness, they will be sent to Mrs. Antoniello for a wellness check.

Our isolation room is a separate room within the nurse's office.

Normal everyday student check-ins will be located in the entry way of the nurse's office. An area has been established that holds Band-Aids and other items to be used.

A paraprofessional will escort all students to the nurse's office.

Modified School Environment:

Limited capacity to maintain social distanci9ng to the maximum extent possible.

- Students seated at individual desks in certain grades. All rectangular and round tables have plexi-glass dividers to separate students.
- Individual supply bins for each student to store desk supplies.
- Individual plastic bins for each student to store their backpack and coat.
- Individual book bins to store independent reading books.
- Increased signage in hallways, classrooms, and bathrooms.
- Hand sanitizers are placed throughout the school building.
- Floor decals to encourage social distancing and one-way traffic.

Childcare:

Childcare is being offered on premises by the Wyckoff YMCA. For information about childcare, please call 201-891-2081 extension 104

Pandemic Response Team:
Mrs. Uttel
Mrs. Eason
Mrs. Maps
Dr. Fernandez
Mrs. Antoniello
Jose Corrando (Custodian)
Parent: Hannah Volekas