

# NEPTUNE CITY SCHOOL DISTRICT CORONA VIRUS PANDEMIC PLAN

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## **Introduction**

In providing students with remote learning for the remainder of the school year, the Neptune City School District will continue to ensure that the students are engaged in the learning process while at home. Each week, the teachers prepare packets and electronic documents that are uploaded to Google Classroom and other online delivery systems to include commercial (free access) software. The teaching staff continues to provide students in grades preK-8 with meaningful, differentiated learning activities to ensure that students receive instruction in accordance with the New Jersey Learning Standards and District aligned curriculum.

The following is a breakdown of how this plan has been implemented since the District closed in mid-March and how the District will continue its efforts throughout the remainder of the school year through June 22, 2020.

## **Remote Learning Strategies and Student Engagement**

Total Building Enrollment - 238

2 homeless in building

24 ESL students

48 SpEd in building

## **Students in Grades preK-3**

Teacher prepared learning activities are provided for students on a daily and weekly basis. The teachers provide work that is differentiated that includes teacher directed instruction as well as independent work. The parents/guardians are contacted on a weekly basis via email and/or phone calls to ensure that they have a clear understanding of the required work and assignments and the teachers provide appropriate instructions and assistance on an ongoing basis as needed. The grade 3 teachers also prepare some electronic documents and the Chief School Administrator and Supervisor of Curriculum continue to share free access lessons and activities that the students could access while learning online. The teaching staff has been instructed to remain in contact with their students on a daily and weekly basis to include their parents/guardians to ensure that any questions are answered, attendance is monitored and to ensure that the students are progressing toward the completion of the assigned work and online activities.

## **Students in Grades 4-8**

The students and their parents/guardians picked up a District issued Chromebook on Monday, March 16, 2020. This device was distributed to all grades 4 through 8 students and the students and parents/guardians signed off on responsibilities and procedures that must be followed when using Chromebooks at home. Since that time, any student in grades preK-3 who required a Chromebook in order to function within the remote learning environment was distributed a device by the District's Technology staff member. All students and parents/guardians must abide by the District's Acceptable Use Policy. The District surveyed all parents/guardians to determine Internet connectivity in the homes. It was determined that most, if not all, have this capability in their homes. Additional resources were made available to all families to ensure that they have access to free or reduced cost Internet sources.

During the March 13, 2020 Professional Development Day, an outside consultant (paid through Title II), worked with staff members to guide them through Google Classroom and to assist in uploading various electronic document and software. The Supervisor of Curriculum shared several free access resources and the middle school staff will guide the students to use Kahn Academy as well.

Again, these staff members were instructed to maintain ongoing communication with their students and parents/guardians to ensure that the students remain engaged and to answer any questions or concerns throughout the remainder of the school year. They have been instructed to maintain contact logs on a daily and weekly logs to monitor student attendance.

### **Attendance**

The staff members in all grade levels are required to maintain daily and weekly contact logs to ensure that the students are present during remote learning time. Staff members report when they are experiencing difficulty in contact a student or his/her parent/guardian. Once the report is made, the District's Social Worker (bilingual) and the District's Nurse (bilingual) contact the students parent/guardian to ensure that the child is safe and to encourage the parent/guardian to ensure that the student remains engaged in the remote learning process on an ongoing basis.

The students' functioning within the remote learning process will not impact their promotion to the next grade level with the exception of those students who were identified as "at risk" and being considered for retention prior to the school District's closing. The teacher, social worker, Supervisor of Special Education and Interim Chief School Administrator will meet regarding these students in early June and prepare recommendations for the parent/guardian. A meeting (either in-person or virtually) will be conducted with the parent/guardian to ensure that the appropriate program is developed for their child for the 2020-21 school year.

### **English Language Learners**

The school's English Language Learner Teacher maintains continual contact with her students to provide the support that is necessary to meet the goals that have been established while the students were receiving face-to-face instruction. She also checks in with the classroom teachers to provide appropriate support and resources.

### **Identification and Addressing the Digital Divide**

Through the ongoing contact that the teaching staff has continued to maintain with their students and their parents/guardians, the District has been able to address all issues that were

identified regarding the digital divide to include the distribution of additional Chromebooks and through ensuring that the families have access to free or reduced cost Internet service.

### **Special Needs Students - IEP's Related Services**

The Supervisor of Special Education has continued to monitor the lost related services (Speech, OT, PT, Counseling) during the time that the District has not been in session and the District will ensure that compensatory services are provided when school returns into session following the crisis. Currently, these services are being provide through remote learning strategies and activities. The related services providers have maintained continual contact with these students' parents/guardians on an ongoing basis. They are also maintaining logs related to student and parent/guardian contact.

### **Potential Plans for ESY**

The Neptune City School District is closing monitoring the guidance from the Governor's Office and the Department of Education regarding plans for the Extended School Year program. At this time, the District is planning for providing these services through remote processes. The Supervisor of Special Education is continuing to schedule and conduct required meeting as outlined under IDEA and is working collaboratively with the service providers, special education teachers and parents/guardians to make every effort to meet all the requirements as outlined in each students' IEP. If and when the guidance changes from the Governor's Office or the Department of Education, the District will be prepared to make appropriate modifications to the ESY program.

Due to the age (3-5), lack of focus and disabilities (ie. Autism, medical) of preschool disabled students and aging out PSD students, CST has decided that Summer Enrichment remote learning will be 1.5 hours instead of 3 hours per day.

The dates are the same July 6-Aug 3, M-Th. The program will consist of prerecorded and live sessions with the teacher and related service providers. There will also be time for parents to connect with the teacher and the related service providers on an individual basis.

### **Free and Reduced Lunch Students**

The District has remained in close contact with Maschio's Food Services to ensure that students are fed breakfast and lunch during the next two weeks. Maschio's has continued to deliver "grab and go" breakfast and lunch to the District and it will be distributed to the students/parents/guardians at the entrance to the school's cafeteria. The parents/guardians were notified via email blast and through the District's website regarding food services. The Neptune City Police Department has also provided and will continue to provide assistance and supervision during the distribution of breakfast and lunch. Breakfast and lunch are offered for pickup on Mondays and Fridays at 10:00 AM each school day. The District also offered this service during the Spring Break.

### **Building Maintenance During Close Down**

The custodial staff has continued to work during the shutdown. They have initiated the summer cleaning process by cleaning all hallway floors and areas such as the cafeteria, teachers' workroom and gymnasium. Currently the District is developing plans on how the teachers will clean their rooms and store their resources in preparation for summer room cleaning. In addition, a plan is being constructed regarding how the lockers will be cleaned and student belongings returned prior to the summer.

## **Summary Statement**

The Neptune City School District's teaching and support staff have functioned in an exceptional manner since the District was closed in March. They have conducted themselves in an extremely professional manner and have gone "above and beyond" during these challenging times. The following are some highlights of their efforts:

1. One teacher created a Go Fund Me page and raised \$4,000 so every student in the school can be given a yearbook at no cost to them.
2. One middle school teacher (funded by the school's Booster Club) had lawn signs prepared that will be delivered to every grade eight student.
3. One teacher worked with local businesses to have graduation t-shirts prepared for eighth grade students.
4. The kindergarten teachers coordinated a "Cards for Care" initiative where the students prepared 85 cards that were delivered to Police Headquarters and the kindergarten teachers delivered the cards to first responders and health care workers.
5. The staff prepared a video that was uploaded to the District's website.
6. All appropriate resources are located on the District's website for parents/guardians and community members to utilize during this time of need.
7. The District's Teachers' Association has conducted a food drive for families with Neptune City.

During these challenging times, the District's teaching staff and administration continues to do its due diligence to ensure that, to the best of our ability, students' educational needs are met while the school is closed. Since we are a small school district composed of 238 students, we will be able to monitor this process on an ongoing basis and adjust as necessary.