

Eagleswood Township Elementary School



Emergency Virtual or Remote Instruction Programs

(Chapter 27)

Eagleswood Township Board of Education

September 2022

PK-6th Grade

Contact Information

Ocean County

Eagleswood Township Elementary School District

Heather Wawrzyniak, Superintendent

(609) 597-3663

Equitable Access and Opportunity to Instruction

Equitable access to learning is provided for all students through our one-to-one chromebook program provided for **all students grades K-6**. Each grade has a Google Classroom set up for students in the event of quarantine or extended absences. Access to the google classroom has been provided to the families and students login daily to become familiar with the format and routines provided in the information hub. Parent communication is available through School Messenger via email, phone calls and text messaging. Teachers communicate with parents regularly using Class Dojo and What's App.

For **preschool**, parents have access to Ready Rosie which is the companion to Creative Curriculum. This provided a parent portal of communication, learning objectives, assessments and hands-on learning opportunities with parent observation checklists that are submitted directly to the teacher. This platform helps parents work with their students at home using play as learning and provides the teacher with feedback.

Additionally, all classrooms are familiar with Zoom and can email meeting links to provide synchronous instructions as needed.

In K-2, teachers have **synchronous and asynchronous** opportunities for students to learn in stations. These stations are also available in Google Classroom.

In grade 3-6, teachers use interactive learning models such as EdPuzzle and Peardeck to engage students during asynchronous times and plan synchronous instruction as needed.

All students are assigned a one-to-one device that remains in school. Students needing devices and/or hotspots at home will be contacted for pickup/ sign out of district devices and resources. The district currently has 165 Chromebooks and 5 hotspots. Additional items will be purchases on an as needed basis.

Virtual Learning will occur Monday through Friday from 7:30 am until 12:00 pm with two 15 minute breaks built in.

Addressing Special Education Needs

School leaders and colleagues will support staff and all staff will support students by providing regular check-ins using trauma informed strategies and allowing for flexible scheduling (as appropriate) to support individual needs. Student support will include:

Activities and communication strategies to build relationships and connectedness by practicing touch-free greetings, student (verbal) sharing opportunities, kind comment "circles", recognition programs and/or get-to-know-you activities.

Establishing clear routines and expectations for learning through use of consistent language and

practices; repeated routines and predictability; and frequent verbal, written and visual (modeled) Communication.

Provide appropriate measures to assure safety and inclusiveness to provide encouragement and hope by practicing kindness, providing support, soliciting encouraging conversations/ stories of hope and kindness or showing empathy/ understanding for individual situations and needs or practicing reflective practices and self-awareness through mindfulness activities.

Targeted interventions for identified students that need additional support from the child study team through IEPs, the counselors through 504 plans or strategies provided by other doctors/ caregivers that support the student's needs.

Assessment of the success of these practices could include small group/ student conferring, morning meetings, emoji mood check-ins, celebrate and support boards or thumbs up checks. MTSS- All staff will provide multi-tiered RTI services on-site (as appropriate) and remotely that include universal support through UDL strategies and instructional practices, targeted small group (through zoom) interventions/instruction and intensive support as appropriate to include but not limited to counseling, therapy services and support service programs.

A positive school culture and climate through implemented SEL strategies, continuation of regular meetings with the school climate and culture teams, and school-wide committees.

District and School Leadership will support staff through district goals and professional development plans that focus on equitable practices and include trauma-informed training, SEL, culturally responsive teaching, intervention strategies/support, and additional individualized technology support.

Family and Community participation will be encouraged through frequent communication by the staff including emails, conferences and reporting of student performance. Additionally, a weekly newsletter titled, Taking Flight, will be emailed to parents that will provide general program and learning updates. The website will also provide parents with updated information.

Assessment of the success of the supports will include progress monitoring through multiple data points that include screening tools, formative assessment strategies, benchmarks, attendance, standardized test performance and report card grades . Data studies will occur in regular intervals by teacher led PLC groups, intervention teams, I&RS members and the administrative Team.

Wraparound Supports - Comprehensive academic, behavioral, and social-emotional support provided by both inside and outside of the school environment may include the following;

The school district will utilize their partnerships with the State Police, and our district's SRO to develop comprehensive plans for families that support student's behavioral and social emotional support. Such programs will center around truancy concerns, drug/alcohol rehabilitation, and behavioral concerns that impact school and families.

Social Workers and CST/other related services will be a strong resource in maintaining students academic, behavioral, and social well-being. Case Managers will be available for academic counseling and to provide resources to families about therapeutic concerns. In the event outside agencies are needed, the district will use or direct families to the appropriate resource. Such resources include but are not limited to: Legacy Treatment Services, DCP&P, mobile response, and other local support services.

Referrals may be made to local mental health resources if they are not deemed to require the need for emergency response.

Addressing English language learners (ELL) Plan Needs

All written communications will be sent to the ELL students in their native language. Translation options are also available for our website. In total we have 3 ELL students throughout the school, all speaking Spanish. Teachers will continue to make modifications to assignments, translate when appropriate and use visual models to instruct ELL learners virtually. Verbal translation services are provided for the families through the PE teacher and the Speech Teacher, both speak fluent Spanish.

District and School Leadership will support staff through district goals and professional development plans that focus around equitable practices and include trauma-informed training, SEL, culturally responsive teaching, SEI support, intervention strategies/support, and additional individualized translation support. ELL families will have access to translate videos and tutorials for the use of technology related learning platforms.

Attendance Plan

To ensure age appropriate screen time regulations, K-6 virtual learning will be conducted Monday through Friday from 7:30 until 12:00 with two 15 minute breaks.

The virtual day will begin promptly at 7:30. Students will be expected to log in for daily SEL check-ins, morning meetings and assignment updates. Participation in the daily morning zoom, completion of assignments and regular communication will determine attendance. Students that do not attend regularly within the weekly allotted time will complete learning make-up time and attend tutoring hours in the afternoons (1:00-2:00).

Due to the primary nature of our population, promotion will be based on assessments that prove that a student is developmentally ready to move to the next grade level.

Teachers will report weekly to parents to inform them of attendance, work completion and assessment scores. Teachers will send weekly attendance summaries to the administration and nurse and the regular attendance policy will be in effect which includes:

7 days absent –

An attendance letter is sent home with a copy of the Attendance Policy. Parent must sign and return a copy of the letter.

12 days absent –

Parent will meet with the Attendance Committee, review and adjust action plan

17 days absent –

Student must attend summer school at parent cost of \$250 and parent provides transportation (first full week after school is out). Student may be referred to municipal court.

20 days absent –

Student may be retained

Delivery of Meals

Students that qualify for free and reduced lunch will be contacted and provided the option for grab and go pick at 12:15 pm which will include lunch for that day and breakfast for the following morning. Families that are unable to get to the school will be offered meal delivery between 10:00 am-12:00 pm by the school social worker.

Facilities Plan

When possible, staff will still report daily to provide learning to students delivered from their classrooms, virtually. Social distancing will be practiced and shared meeting areas such as the teachers' lounge will not be utilized. The facilities will operate "as usual" but without students present.

In the event of a full closure, facilities will be maintained and monitored daily by the School Business Administrator and the maintenance/ custodial staff to ensure safety and overall maintenance needs of the facility.

Other Considerations

a. Accelerated learning opportunities- students will maintain their regularly scheduled daily programs, minus recess and lunch. All students will be provided differentiated learning opportunities using UDL, through our co-teaching model. Identifiers students receiving additional enrichment support, will be provided with a scheduled time weekly to meet with the Gifted and Talented teacher in small groups, via zoom.

b. Social and emotional health of staff and students- activities and communication strategies to build relationships and connectedness by practicing touch-free greetings, student (verbal) sharing opportunities, kind comment "circles", recognition programs and/or get-to-know-you activities. Establishing clear routines and expectations for learning through use of consistent language and practices; repeated routines and predictability; and frequent verbal, written and visual (modeled) Communication.

Provide appropriate measures to assure safety and inclusiveness to provide encouragement and hope by practicing kindness, providing support, soliciting encouraging conversations/ stories of hope and kindness or showing empathy/ understanding for individual situations and needs or practicing reflective practices and self-awareness through mindfulness activities.

Staff support includes the continuation of recognition programs, wellness Wednesday Wakelet activity board, flexible afternoon schedules, ongoing professional development opportunities, additional planning and preparation time and wellness resources.

c. Title I Extended Learning Programs- our school practices a fully inclusive, team teaching approach. Students will continue to receive support and services through differentiated practices delivered through a UDL approach. These supports will be embedded in assignments and opportunities for small group support during breakout sessions in Zoom will be provided by the co-teacher.

d. 21st Century Community Learning Center Programs- 21st century standards are integrated into daily instruction and enriched through our STEAM program. These practices will remain as part of the daily schedule and delivered virtually.

e. Credit recovery- N/A (elementary)

f. Other extended student learning opportunities- all students will receive STEAM instruction twice weekly as part of their weekly schedule. Instruction will be delivered by the STEAM teacher through Google Classroom and via Zoom.

g. Transportation- during a district-wide closure transportation would not be provided.

h. Extra-curricular programs- during a district-wide closure would not be provided

i. Childcare- in the event of a district-wide closure, aftercare will not be provided

j. Community programming- as permitted, community programs such as food, school supplies, clothing and toiletry collections would take place by providing outside drop off locations. Items would be distributed to families in need through designated pick-up times at the school and through delivery of essential items by the school social worker and administration.

Essential Employees

Eagleswood Elementary School (EES)

Grades PK-6 (hours 7:30-2:15)

Approximately 140 students, 3 ELL (02%), 20 Classified Students (14%)

Heather Wawrzyniak, Principal hwawrzyniak@etesd.com

Micah Bender, School Business Administrator mbender@etesd.com

Jaclyn DiCapua, Student Services jdicapua@etesd.com

Kelly Campbell, Administrative Assistant kcampbell@etesd.com

Susan Bentley, Administrative Assistant sbentley@etesd.com

Paul Woldanski, Maintenance/ Custodial pwoldanski@etesd.com

In the event of a partial closure, the following health related practices would remain in place:

Maintaining Health and Safety

For each mitigation strategy listed below (A–H), please describe how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC.

Universal and correct wearing of masks

Eagleswood Board of Education will follow the CDC and NJDOE Guidance in accordance with universal wearing of masks.

Physical distancing (e.g., including use of cohorts/podding)

Eagleswood Board of Education will follow the CDC and NJDOE Guidance in regards to social distancing. Absent any legislative requirements for social distancing the district will return to the normal school day format in existence prior to March 13, 2020.

Handwashing and respiratory etiquette

Eagleswood Township School District will follow the CDC Guidelines for hand hygiene.

- Staff will teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure the adherence among students and staff.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.
- Encourage staff and students to cover coughs and sneezes with a tissue. Used tissues will be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.

Cleaning and maintaining healthy facilities, including improving ventilation

This school district will follow the standards as required by the NJDOE Guidance and referenced in the Board's Plan – Section A.1.g.

- Eagleswood Township Elementary School will use EPA approved cleaning products. Both custodians have been trained in the proper use of the products manufacturer's guidelines.
- Bathrooms will be sanitized, cleaned, and disinfected at a minimum of every other hour with check sheets to be initialized at each cleaning and displayed by each restroom.
- Increased cleaning of frequently touched areas, but not limited to doorknobs, light switches, classroom sink and handles, countertops, pencil sharpeners, chairs and desktops.
- Hand sanitizer will be placed at entrances to rooms throughout the building.
- Teachers will be provided with disinfectant to clean throughout the day.

Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.

This school district will follow the standards as required by the NJDOE Guidance and referenced in the Board's Plan – Section A.1.f.

Eagleswood Township School District will follow the CDC Guidelines regarding contact tracing:

- The School Nurse is assigned as the district liaison to the local health department.
- Provided staff training on COVID-19 symptoms and staff responsibilities
- The School Safety Specialist completed the John Hopkins COVID-19 Contact Tracing Course.

Diagnostic and screening testing

Eagleswood School district will direct parents of students and staff to their local health provider for any screening unless required by DOE guidance to screen in house.

Protocols for Symptomatic Students and Staff

Students and staff who are showing symptoms of COVID-19 will be sent to the nurse. The Eagleswood Township School District will follow the CDC guidelines. Sick students and staff will not return until they have met the CDC criteria to discontinue home isolation. Documentation must be provided to return to work.

The School Nurse will make sure that staff and families know that they (staff) or their children (families) will not come to school and that they will notify the School Nurse if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Efforts to provide vaccinations to educators, other staff, and students, if eligible.

Staff will continue to be informed of regional vaccination sites to receive vaccinations.

Appropriate accommodations for children with disabilities with respect to the health and safety policies.

Coordination between families, medical professionals and the child study team will allow the district to provide appropriate accommodation, as needed, for children with disabilities in respect to their health and safety.

Ensuring Continuity of Services

Describe how the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff's social, emotional, mental health, and other needs, which may include student health and food services.

ACADEMIC

Eagleswood School District will be open for full day in person instruction five days a week. Funds were allocated to our district in response to the impact of Covid-19. An additional Basic Skills teacher as well as after-school programs will be offered to students to target identified needs.

SOCIAL

Teachers and Guidance Counselor will use lessons to support Social Emotional Learning for students Preschool to Grade 6.

Professional development will be offered to staff as necessary to expand on current knowledge and ensure best practices for incorporating social and emotional learning are being used within the classroom as well as in a virtual environment.

BEHAVIORAL

The school social worker will offer supportive counseling for all students, as needed, for academic, behavioral and social needs. Staff will continue to identify behaviors that indicate an escalation towards aggressive and violent behaviors and take appropriate measures to avoid, decelerate and de-escalate these crisis situations. Staff are also aware of the impact of crisis events and will determine appropriate post-crisis responses that can be used for support.

Certified BCBA's will complete functional behavioral assessments (as needed) to determine the purpose of specific behaviors and then use these findings to assist and support teachers with a behavioral intervention plan.

The school social worker will assist families with obtaining and linking of appropriate resources for additional support outside of the school setting.

Public Comment

The plan is available on the district website and written in clear, understandable language. The Superintendent is available to meet with parents and provide further clarification. If translations are needed, they will be provided upon request. Communication with staff and parents will occur frequently, both in written and verbal form.

NJDOE LEA [Checklist](#)