



## **BAYSHORE JOINTURE COMMISSION**

### **THE SHORE CENTER**

### **PUBLIC HEALTH RELATED**

### **SCHOOL CLOSURE PLAN**

**Revised July 5, 2023**

This plan provides guidance to the stakeholders of the Shore Center School for Children with Autism operated by the Bayshore Jointure Commission and serves as the plan for maintaining essential functions and services during a declared state of emergency, public health emergency or directive by a health agency, including continuity of student learning and operations under adverse conditions. Pursuant to N.J.A.C. 6A:16-5.1, school boards are required to have school safety and security plans that include appropriate protocols, which include, but are not limited to, the prevention of, intervention in, response to and recovery from emergency and crisis situations.

#### **School Cleanliness and Disinfection Protocols/Healthy Best Practices**

We are taking all necessary precautions to keep our school community safe. Our maintenance / custodial staff members are carrying out their daily cleaning schedules and have increased the cleaning of all high-traffic touch points throughout our buildings (door handles, keyboards, computer mouse, phone, switches, water fountains, etc.). We are regularly disinfecting all surfaces using Enviro Solutions ES72C as a multipurpose cleaner, Enviro Solutions ES64H as a neutral disinfectant, Airx75 as a high strength disinfectant, and our electrostatic spray gun that applies Vital Oxide (disinfectant) in an effective way.

While school is in session we continue to encourage frequent hand washing for students and staff and are taking all necessary health precautions to avoid the spread of any germs or illness.

Please continue to follow these best-practice activities to cut down on the spread of illness:

- Please stay home when you are sick.
- Students or staff who appear sick or who have elevated temperatures **remain home until fever-free for 24 hours without the use of NSAIDs (Advil, Ibuprofen, etc.) or Tylenol**
- Avoid contact with people who are sick
- Avoid touching eyes, nose and mouth

- Cover your nose and mouth when coughing or sneezing with a tissue and then throw the tissue in the trash
- Clean and disinfect frequently-touched objects and surfaces using a household cleaning spray or wipe.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.

If your child presents symptoms or has a fever while in school, we will require you to pick your child up immediately. Please ensure that all contact numbers and emergency contacts are updated and arrangements can be made to pick up your child in the event that they become sick at school.

To find more information related to Coronavirus, please visit either the Center for Disease Control and Prevention Website or the New Jersey Department of Health.

### **Facilities Plan**

#### ***Maintenance/Custodial***

Contact: Mr. Kenneth Shine, Supervisor of Buildings and Grounds

[kshine@moesc.org](mailto:kshine@moesc.org)

Custodial and Maintenance staff will follow the appropriate level of cleaning. The cleaning schedules will be defined by risk level and will be appropriately deployed in consultation with the Superintendent and in guidance from State and County agencies. In the event of a closure, custodial and maintenance staff will be deemed essential personnel and may be requested to report to the buildings to conduct cleaning and maintenance as necessary.

Custodial staff are included in all building access requests and immediately deploy the appropriate level of cleaning (as outlined below) in all areas of contact.

\* **COVID-19 Low Risk Cleaning**, MOESC Maintenance / Custodial staff will continue to perform their daily cleaning duties and focus on disinfecting high traffic touch points throughout the day.

\* **COVID-19 Medium Risk Cleaning**, MOESC Maintenance / Custodial staff will continue to perform their daily cleaning duties and focus on disinfecting high traffic touch points throughout the day. The buildings will be shut down on Saturday for a deep clean and disinfectant.

\* **COVID-19 High Risk Cleaning** (Essential Staff Only in Buildings), MOESC Maintenance / Custodial staff will continue to perform their daily cleaning for essential staff and will also perform a deep cleaning.

\* **COVID-19 High Risk Cleaning** (Maintenance / Custodial Staff Only), MOESC Maintenance / Custodial staff will perform a deep cleaning throughout the buildings.

\* **COVID-19 Outsourced Cleaning**, If Maintenance / Custodial become shorthanded for cleaning or disinfecting and need additional resources we may be required to outsource services (Maintenance /

Custodial) utilizing the current Shared Services agreement with Ocean Township BOE and/or our vendor, Alliance, which offers disinfecting and sanitizing services.

**\* Cleaning Products,** Bioesque Botanical Disinfecting Solution - disinfectant that kills covid19 in 55 seconds, Airx75 – high strength disinfectant, Enviro Solutions ES64H – neutral disinfectant, Enviro Solutions ES72C – multipurpose cleaner, Vital Oxide – disinfectant used with the electrostatic sprayer, and Green Klean Chlorinated Tablets – disinfectant used with the electrostatic sprayer.

To assist with maintaining the cleanliness of the building, staff should make sure computers are turned off at the end of the day to make computer cleaning easier. Desks should be cleared as much as possible and all surfaces should be free of items so cleaning can be completed.

### **Communication to all Stakeholders**

During a closure, we recognize how important it will be to maintain communication with all district stakeholders. To that end, we will be using the following methods to communicate with parents, students, staff, Board members, local, County, and State offices and the representatives/case managers of the local educational agencies responsible for the education of our students.

- Daily phone calls with local, County, or State officials throughout a closure to review status
- Daily email communication from staff, teachers, counselors, etc. to parents, students, case managers and district representatives
- Daily updates to [www.theshorecenter.org](http://www.theshorecenter.org) with a section of the site dedicated to information related to COVID-19 and the school's emergency closure procedures and instructional resources for parents/students
- Use of School Messenger Broadcast System for updates and important messages
- Daily email updates to Board President and Board Vice President regarding changing plans or status of closure
- Utilize virtual meetings to hold scheduled IEP meetings with staff, case managers, and parents during the closure to ensure that all timelines are met.

### **Equitable Access To Instruction Students/Provision of Appropriate Special Education and Related Services for Students with Disabilities**

Bayshore Jointure Commission is committed to ensuring equitable access to instruction for all students in the event of a school closure. As an out-of-district, special education placement for students with a wide variety of needs, the staff at the Shore Center will continue to work as close as possible with case managers, guidance counselors and other district representatives in the students' home districts to provide continuity of instruction for our students. A blend of online resources as well as traditional activities will be provided to all students on the recommendations of the students' classroom teachers and counselors. The following protocol will be enacted in the event of a school closure:

### **Format and Schedule**

In the event of an emergency district closure, students will participate in remote learning. They will be provided instruction each day, 8:45-12:45, for the duration of the necessary closure. This will be a

combination of synchronous and asynchronous instruction.

Each student will remain with his or her class via chromebook. Synchronous instruction will consist of attending his or her regularly scheduled class group activities (Morning Meeting, Art and Music when feasible, Health, Social Skills Group). Synchronous instruction will also occur during the student's individualized therapy sessions as well as 1:1 lessons in the classroom based on the student's individual IEP goals and objectives. Asynchronous instruction will include subject matter that cannot be regularly observed and assessed by the classroom teacher including but not limited to: Activities of Daily Living, Life Skills, Independent Play/Work, Independent reading activities, Physical Education activities. Teachers will work with parents to share assignments and coordinate a schedule.

### **Teachers**

Teachers will engage with their students remotely. They will hold live lessons through Google Meet or Zoom, provide recorded video lessons utilizing screencastify, and post updated content in Google Classroom. They will be available during the hours of 8:15 - 3:15

8:15-8:45 Morning meeting staff (including paraprofessionals).

8:45-12:45 Conference with each student via email, Google Hangout, or other means agreed upon by teacher and parents for live instruction.

12:45-3:15 Planning, conferencing with administration, therapists, colleagues and debriefing with staff. Available for parent communication.

Teachers and paraprofessionals will be providing students work and live instruction in the following areas:

|   |  |
|---|--|
| 30 minute Morning Meeting                           | 30 minutes teletherapy activities<br>(daily with speech, OT, PT, counseling) |
| 30 minutes of LAL                                   | 30 minutes of Math   |
| 15 minutes of Hygiene<br>15 minutes Social Skills   | 30 minutes of Science/SS   |
| 30 minutes of<br>independent Daily Living<br>Skills | 30 minutes of recess and<br>specials activities (music, art, gym, health)    |

The following online learning platforms will be available for teachers to assign and students to access. Individual assessments will be conducted to ensure continual student progress. These platforms include, but are not limited to:

|           |                   |               |                           |
|-----------|-------------------|---------------|---------------------------|
| Brain Pop | Cool Math Games   | Edmark online | Epic! Explode the Code    |
| Raz-Kids  | Scholastic        | StarFall      | Google Apps for Education |
| IXL       | Generation Genius | ReThink ED    | Boom Cards                |
| N2Y       | Typing.com        |               |                           |

### **Assessment**

Aforementioned online curriculum materials provide student assessment which teachers will analyze to determine student understanding, growth, progress, and areas needing intervention.

### **Access to Technology**

All families will be contacted to determine if the students have appropriate devices and internet connections. Staff will be contacted to be sure they have Internet access or access to a device, either a home computer or a device provided by Bayshore Jointure Commission. During weekly updates to students and families, we will assess technology/access needs. We will work with the students' LEAs if there are connectivity issues or if we need additional devices.

### **Continuation of School Lunch**

Bayshore Jointure Commission does not offer a hot lunch program. Students in need of meals may acquire them from their home school district. Families will be guided to reach out to their case managers to set up meal services. Administration will also contact students' case managers in order to assure students' meal needs are met.

### **Speech, OT, PT,**

Therapists will continue to hold live sessions through Google Meet or Zoom, and provide support to families and teachers through home activities. Therapy sessions will be 30 minutes each. They will be held during the hours of 8:45-12:45.

### **School Counselor**

In order to continue reinforcing our students' social skills, the School Counselor will create social stories for students and related activities for practice at home. In addition, the School Counselor will provide students resources to promote positive thinking and healthy minds (i.e. yoga, meditation, calm breathing) to practice at home. To support families, the School Counselor will conduct frequent check-ins with families of students on the caseload from 8:15 - 3:15 via email or Google Meet. The School Counselor will continue to see students for individual counseling sessions through Google Meet. These sessions will be 30 minutes in duration. The school counselor will also conduct live social skills groups weekly. School counselors will provide staff with resources on social-emotional health, and will provide weekly yoga classes for staff participation. School Counselor will provide staff with times she is available to meet privately with staff through a virtual platform who are requesting an individual discussion.

### **Paraprofessionals**

Paraprofessionals will continue to join Google Meet / Zoom sessions with teachers and other students to complete Morning Meeting, lessons, instruction and activities, and encourage students to participate. They will continue to support students through Google Classroom by posting videos and activities specific to their 1:1's abilities, interests, and needs. They will follow students' task analyses to create video modeling sessions to assist their students in specific tasks they are targeting (washing hands, wearing a mask, folding laundry, sweeping, etc.) as well as modeling these activities live. They

will attend teletherapy sessions with their students in order to best carry over similar language into virtual classroom activities.

**Action Step 1:**

- Equip educators with any updated resources for virtual teaching
  - Google Classroom
  - Online subscription renewals
  - New platforms
  - Virtual field trips
  - Spirit days

**Action Step 2:**

- Implement students' IEP goals and monitor student progress
  - Lesson plans
  - Data collection
  - Feedback from families and case manager

**Action Step 3:**

- Support families through continued virtual learning
  - Emails
  - Updated login and password information
  - Website updates
  - Teletherapy schedule
  - Spirit days
  - Check-ins from school nurse, school counselor
  - Behavioral support from BCBA through videos, live meetings, and Google Classroom

**Communication with Sending Districts**

Sending districts and students' case managers will be informed regularly of student progress and / or any student concerns. IEPs will continue to be held via a virtual platform. Special Education Directors will be kept informed of any changes in The Shore Center's 2023-2024 school calendar and reopening plans.

**Attendance: (Remote Options if deemed necessary by the DOE/CDC)**

- In Person-Attendance taken daily
- Daily attendance is determined by student involvement in google hangout classroom-Students who are remote are expected to follow the same schedule using google hangouts
- Teachers follow up with students via email or phone calls when work is missing
- Principal follows up with students and parents via phone and/or email to check on the safety and well being of students when students are not completing work and/or when teachers cannot make contact with students or families.
- Attendance is reported to the sending district who uses that information at their discretion for promotion, retention, etc. purposes.

**ELL and Bilingual Needs**

As stated in the plan's demographic information, none of our current enrolled students are classified as bilingual or ELL students. However, students who have family contacts who do not speak English will

receive communication in the appropriate language or we will utilize the students' LEA translator to assist in verbal communication.

### **Essential Staff and Hours of Operation/Performance**

The Superintendent, the Assistant Superintendent, the Business Administrator, the Principal, the Vice Principal and Supervisor of Buildings and Grounds have all been identified as essential staff. In the event of a closure, these staff members and identified support staff are permitted to enter the building to perform tasks such as mail/delivery collection, processing payroll, or printing billing/accounts payable materials for billings. These activities will be limited to the hours of 9am-12pm and will be restricted to no more than 5 staff members in the same building at one time on an as needed basis with permission from the Superintendent. Custodial and maintenance staff will continue to clean and disinfect the building after anyone has entered and will complete maintenance tasks in preparation for the return to operations. Otherwise, all staff will work remotely.

All Shore Center staff members will continue to perform their job responsibilities and tasks related to their individual job descriptions/assignments/departments. All staff will be expected to be available to perform their tasks from 8:00 am - 4:00 pm, Monday through Friday and will follow the approved school calendar for holidays and breaks.

### **Office of the Superintendent**

Dr. William O. George, Interim Superintendent

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Dr. Wendy Morales, Assistant Superintendent

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Dr. George and Dr. Morales will communicate with all stakeholders throughout any closure as well as Local, County, and State agencies. Coordination of all closure activities will be Dr. George's responsibility.