

Middle Township Schools Plan for Safe Return to In-Person Instruction and Continuity of Services

LEA Name: Middle Township Public Schools

Date: 06/10/2021

Date Revised: 06/10/2021

1. 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.

A. Universal and correct wearing of masks

Cover your mouth and nose with a cloth face cover when around others. Shields can be worn in conjunction with a mask. You could spread COVID-19 to others even if you do not feel sick. The district will follow the current CDC guidelines in place at the start of the school year in September 2021.

Presently, staff and students will be required to wear face masks at all times. Staff may additionally wear face shields in conjunction with a mask. Students and Staff are welcome to provide their own appropriate masks. However, Middle Township has also purchased masks for students that were distributed when students returned to in person classes in the 2020-21 school year. Middle Township may provide one reusable piece to each student. We anticipate that replacement masks are the responsibility of the parent or guardian.

All adults will wear face coverings at all times, unless medically contraindicated. All students will wear a face covering at all times unless medically contraindicated or specified otherwise within a student's IEP; PK-12 students are required to wear masks at all times, including in the hallways and all common areas when social distancing is not possible.

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

Avoid close contact by putting an appropriate distance between yourself and others. Remember that some people without symptoms may be able to spread the virus. Keeping an appropriate distance from others is especially important for people who are at higher risk of getting very sick. The district will follow the current CDC guidelines that allows three (3') feet distancing in the classroom spaces. Desk shields may still be used in certain circumstances and will be available for students who feel the need to use such protection. The District will not be using cohorts/podding, it is anticipated that all classes will be on a normal schedule pre-COVID with all students attending in person.

C. Handwashing and respiratory etiquette

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing or sneezing. If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, noses and mouth with unwashed hands. Signs are posted to remind students and staff concerning the proper sanitizing procedures. Hand sanitizer is available in every classroom, at the entrances to the buildings, in all offices and strategically placed throughout the building. Elementary classrooms have handwashing stations available inside the classroom and periodic breaks are taken to sanitize hands throughout the day.

D. Cleaning and maintaining healthy facilities, including improving ventilation

Clean AND disinfect frequently touched surfaces throughout the day. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. Use detergent or soap and water prior to disinfection. Then, use a household disinfectant. Most common EPA-registered household disinfectants work well.

General Disinfection

Middle Township Public Schools Covid-19 Custodial Plan for summer and fall 2021.

Due to the ongoing pandemic the Middle Township Public Schools will be implementing a custodial plan with 3 main focus points to provide our community with clean, safe and healthy schools.

The focus areas are as follows:

Summer Cleaning- Providing restorative summer cleaning services in order to prepare our facilities for the return of students, teachers and staff in the fall. These tasks are outlined below and are completed each summer.

Interim disinfection- Disinfecting and sanitizing of high touch areas during work hours to maintain a safe environment and help reduce the spread of potential contaminants. This process would begin when students or staff return to school.

Comprehensive Daily Cleaning and disinfection- Deeper comprehensive cleaning and disinfection to be completed during off hours to further reduce potential spread of any bacterial and viral pathogens.

Summer Cleaning-Each summer the Middle Township Custodial staff provides restorative cleaning and maintenance in order to prepare for the upcoming school year. This summer we will be providing the services listed below while simultaneously maintaining safe working conditions as recommended by the CDC. Staff will practice social distancing and wear masks. Gloves will also be made available to staff.

The custodial staff will be providing the following services:

Check Ceiling Tiles: Replace damaged, stained and missing tiles. Check for cobwebs in corners.
Ceiling vents: Dusted and cleaned.
Lights: Replace burned out, dim, and mismatched bulbs. Check lens and remove bugs and dirt if
Windows and mirrors: Cleaned
White boards and Chalk boards: Cleaned and top dusted.
Clock: Dusted, face cleaned and working properly.
Walls: Tape removed, fingerprints and dirt removed. Electrical outlets working properly.
Sinks, Counters, Cabinets: Cleaned and stains removed, drawers and doors working properly, towels and soap dispensers working properly and filled.
Pencil Sharpener: Emptied and working properly.
Telephone and light switch: Cleaned and working properly.
Doors and Frames: Dusted, fingerprints removed, glass cleaned, kick plates cleaned and shined. Doorknob and hinges working properly.
Furniture: Fingerprints, writing, gum removed and dusted, chair glides cleaned, trash cans washed.
Baseboards: Cleaned and attached to wall.
Restrooms: Toilets and sink thoroughly cleaned and working properly, floor cleaned, towel and soap dispensers working properly and filled, vents cleaned.
Carpet: Cleaned and stains removed, no musty or mildew smells.
Tile Floor: Top scrubbed or stripped. Appropriate number of coats of wax applied.
Furniture back in place, Final inspection complete. Ready for class.

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day
Appliances	Refrigerators, Microwaves, Coffee Machines	Daily
Electronic Equipment	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
General Used Objects	Handles, light switches, sinks, restrooms	At least 4 times a day
Buses	Bus seats, handles/railing, belts, window controls	At the end of each use/day
Common Areas	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

Interim disinfection: Middle Township Public Schools works closely with Hillyard Inc. a US based chemical manufacturer. Hillyard provides 2 disinfectants which are EPA approved for use against Covid-19. These chemicals are Re-Juv-Nal and QT-3. Each chemical is to be used on hard non porous surfaces. The focus during Interim disinfection is to treat high touch point areas that facilitate the spread of pathogens. Re-Juv-Nal and QT-3 have a 10 minute dwell time. While students are in session custodians will focus on these high touch areas in common areas. The disinfectant will be sprayed or wiped on surfaces and left to dry over a ten minute period. Food contact surfaces will be rinsed with potable water after the 10 minute dwell time.

Comprehensive Daily Cleaning: Each evening the Middle Township Public Schools custodial staff provides daily cleaning services for our facilities. During the fall of 2020 we will be providing a more comprehensive cleaning program that will incorporate the usage of Re-Juv-Nal and QT-3. Both these disinfectants are provided by Hillyard and are approved for use against Covid-19 by the EPA. This cleaning will be more detailed. Staff will not only focus on high touch point areas in common areas but also disinfect areas such as classrooms and areas continually in use during the school day. Our custodial staff will be following a Covid-19 cleaning protocol as outlined below by Hillyard Inc. the manufacturer and supplier of our disinfectants.

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

All school district administrators, school safety specialists, counselors, and any other staff deemed appropriated by the school district, should be provided with information regarding the role of contact tracing in keeping school communities safe from the spread of contagious disease. School districts should collaborate with the local health department and engage their school nurses to develop contact tracing policies and procedures, as well as educate the broader school community on the importance of contact tracing.

What is the protocol when an employee returns to work for the first time?

According to the Center for Disease Control (CDC) guidance, schools and childcare programs are not expected to screen children, students or staff to identify cases of COVID- 19.

Middle Township will implement various screening protocols to protect employees and students. **The Equal Employment Opportunity Commission (EEOC) permits the taking of employee temperatures, and Middle Township will implement this protocol for its employees and students when they arrive for work/school during the initial Back-To- School phases and until the pandemic is deemed exhausted and/or such time that a vaccine is available.**

Also, prior to initially returning to work, staff will be provided a set of screening questions to detect potential symptoms. Staff will be asked to review the screening questions throughout the COVID-19 pandemic. Any employee screening will be implemented on a nondiscriminatory basis, and all information obtained will be treated as confidential medical information.

What is the protocol for an employee who experiences COVID-19 symptoms while at work and/or tests positive for COVID-19?

Middle Township will provide employees with a list of potential COVID-19 symptoms. Any district employee who experiences COVID-19 symptoms or has tested positive for COVID-19 must notify their direct supervisor or Human Resources as soon as possible. The employee will be asked to assist with contact tracing. While the district may notify others of a confirmed case of COVID-19 in the workplace, **no names will be released.**

If an employee has two or more symptoms or has tested positive, he or she will be directed to stay home until able to return. The district will consider whether, under the circumstances, work can be done remotely. **This will not be possible in all situations.** If employees are too ill or deemed by school officials as unable to come to work, they will be expected to use leave as they typically would for an illness that results in missed work. If an employee does not have any board-approved leave available, he or she should contact a supervisor or Human Resources. **It is very important that ill or symptomatic employees stay home, so the district will review each circumstance and be flexible to ensure the prevention of exposure to others at work.**

Staff and students who are not fully vaccinated that may have been in contact with an individual that tests positive will be identified and may be asked not to return to campus for 10 days. If, at that point, the individual(s) have not shown any signs or symptoms of COVID-19; they may return to campus. Fully vaccinated staff or students do not need to quarantine.

Staff members who test positive for COVID-19 will be asked to not return until 72 hours have passed without symptoms AND 10 days have passed since symptoms first appeared OR until cleared by a doctor. Employees should contact Human Resources to receive additional information regarding FMLA policies related to COVID-19.

[CDC Suspected or Confirmed Cases of COVID-19 in the Workplace: Guidance](#)

What should an employee do if exposed to a person with COVID-19?

According to the CDC, an employee who is not fully vaccinated may be considered exposed if they are a “close contact” of someone who is infected, which means being within approximately 6 feet of a person with COVID-19 for a prolonged period of time. **An exposed employee who is not fully vaccinated, with no symptoms, should remain home and practice social distancing for 10 days.**

When may an employee return to work after experiencing COVID-19 symptoms and/or testing positive?

Employees should not return to work until they meet the criteria to discontinue home isolation and have consulted with a healthcare provider and state or local health department. Employees who are suspected of having or confirmed to have COVID-19, can stop self-isolation and return to work when they have met one of the following criteria:

RETURN TO WORK CONSIDERATIONS	
<p>In conjunction with a healthcare provider it was determined the employee will not have a test to determine if they are still contagious....</p>	<p>In conjunction with a healthcare provider it was determined the employee will be tested to determine if they are still contagious....</p>
<p>The employee may return to work when these three conditions have been met:</p> <ul style="list-style-type: none"> • They have not had a fever for at least 72 hours and have not used fever-reducing medication during that time. • Coughs and other symptoms have improved. • Ten days have passed since they first experienced symptoms. 	<p>The employee may return to work when these three conditions have been met:</p> <ul style="list-style-type: none"> • They no longer have a fever. • Coughs and other symptoms have improved. • They have received two negative COVID-19 tests in a row.

F. Diagnostic and screening testing

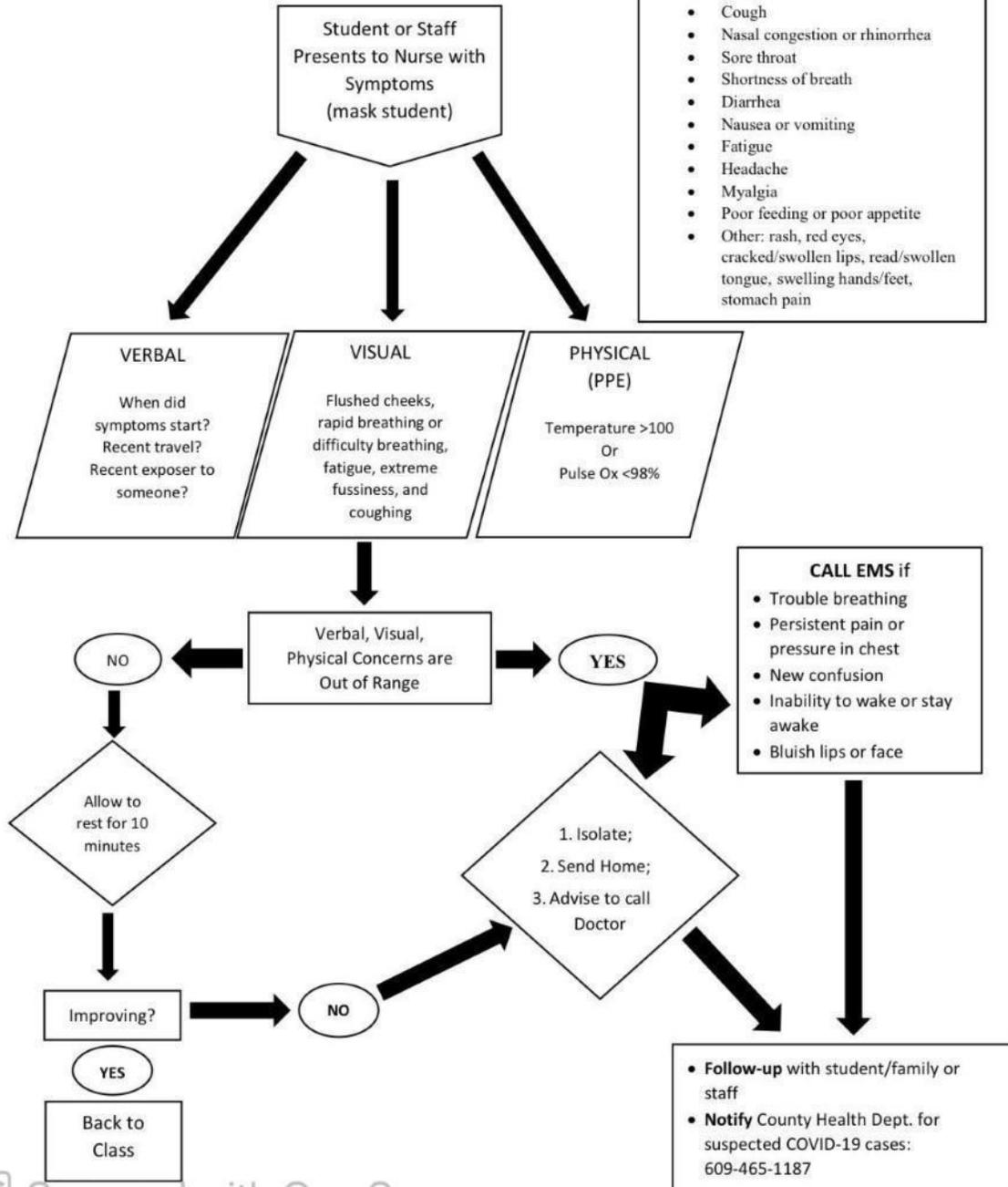
COVID-19 Screening Flowchart

Middle Twp. Public Schools

This flowchart will be used for health staff to provide guidance on a student who may present to the school nurse with COVID-19 like symptoms.
This does not replace judgment based on identified findings

Possible Pediatric COVID-19 Signs or Symptoms:

- Fever
- Cough
- Nasal congestion or rhinorrhea
- Sore throat
- Shortness of breath
- Diarrhea
- Nausea or vomiting
- Fatigue
- Headache
- Myalgia
- Poor feeding or poor appetite
- Other: rash, red eyes, cracked/swollen lips, red/swollen tongue, swelling hands/feet, stomach pain



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

The District has worked with and will continue to work with the local health department and various healthcare providers to bring COVID vaccinations to our students and all staff. Currently, the district has bussed eligible high school students to another high school to receive the vaccine and the district will continue to partner with all other districts and community resources to provide the opportunities for vaccination to everyone eligible to receive it.

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

Special Education and Related Services

Each school 504 Committee will develop a plan to address the return to school of medically fragile students and those with physical or health impairments who may require accommodations and modifications as part of a 504 Plan.

- The district will communicate frequently with the families of students with significant medical risk factors to determine if additional precautions or unique measures are necessary prior to a student's return to school.
- IEP teams will review student data/student progress to determine whether critical skills were lost during the period in which remote instruction was being provided to students and determine the need for additional services to address learning loss.
- IEP teams will consider the impact of missed services on student progress towards meeting IEP goals and objectives, and determine if additional or compensatory services are needed to address regression and recoupment of skills within a reasonable length of time.
- The Director of Special Education in collaboration with CST members will develop procedures to complete overdue and/or incomplete evaluations to determine eligibility for special education services.
- The district will utilize the school counseling and child study team personnel to identify students whose postsecondary plans may have been adversely affected by the COVID-19 pandemic and provide support, resources, and assistance, which may include facilitating connection to community organizations, scholarship programs, county, state, and federal opportunities to access support.
- The district will clearly communicate with parents/guardians about procedures for student referrals and evaluations to determine the eligibility for special education and related services or a 504 Plan as required by federal and state law.
- Eligible Students with Disabilities placed in self-contained settings (as per IEP) will receive in- person instruction four days per regular five day school week.

Expectations and Guidelines for Instruction

1. All PreK-12 certificated staff members must be available during their regularly scheduled work times via digital devices. All teachers will follow their instructional schedule, when appropriate, to interact virtually with students. Guidance/CST/Nurses should be available via phone and email during regular school hours.

2. All certificated staff members must create Google Classrooms to facilitate instruction and/or communication. Primary grade teachers may also elect to use other electronic platforms as a backup form of communication with students/parents.
3. Teachers should not assign digital work that requires students to print from home.
4. Teachers will be provided time to prepare and set up Google Classrooms the first four days of the school year during professional development sessions- September 1-4.
5. Certificated staff members shall invite to their Google Classroom (as a student or co-teacher) their building principal or the administrator to whom they submit their lesson plans, as well as guidance counselors and CST members.
6. Certificated staff members shall invite to their Google Classroom as a co- teacher at least 1 administrator and 1 colleague (co-teacher or specialist) to serve as an emergency backup Google Classroom instructor. In this case, an administrator or colleague can assist in managing the Google Classroom and post assignments for students to access.
7. The expectation is for students to engage in active learning rooted in the NJ Student Learning Standards each regularly scheduled school day (in all subject areas).
 - a. High School - Following the A/B schedule (see above), in the form of, Zoom, Google Hangout, Flipgrid, narrated slide deck, etc. Teachers should be available to interact with students to provide follow up instruction and/or remediation via Zoom or Google Hangout/Google Classroom, etc.
 - b. Middle School - Following the A/B schedule (see above), in the form of video, Zoom, Google Hangout, Flipgrid, narrated slide deck, etc. Teachers should be available to interact with students to provide follow up instruction and/or remediation via Zoom/Google Hangout/Google Classroom, etc.
 - c. Elementary Schools - Direct instruction per subject per day (reading, writing or word study, mathematics and social studies or science as well as the rotating special), in the form of video, Zoom, Google Hangout, Flipgrid, narrated slide deck, etc. Teachers should be available to interact with students to provide follow up instruction and/or remediation via Zoom/Google Hangout/Google Classroom, etc.
8. Regular feedback should be given on submitted assignments.
9. Daily assignments should not count as assessment grades (can count as class work/homework).
10. Daily assignments MUST be modified to meet each students' individual needs. Co-teachers should collaborate with general education teachers to modify assignments.

11. CST will continue to hold IEP meetings and complete all tasks as required by law. Appropriate meetings will also take place via Google Hangout/Zoom or phone conferences.
12. Related services (OT/PT/Speech): All related services are being provided remotely via live virtual Google and Zoom meetings, with supplemental materials sent to parents by email.
13. Teachers shall report instances in which students are not logging into the Google Classroom

2. Ensuring Continuity of Services

A. 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. (1000 character limit)

The LEA will ensure continuity of services to address students' academic needs through summer program offerings and enrichment opportunities. Additional staff will be hired to work with small groups of students during the 2021-2022 school year to assist with skill remediation. Staff training will be offered on social, emotional, and mental health topics during a three-day summer training. Resiliency teams will turnkey initiatives during PLC times throughout the year.

3. Public Comment

A. Describe how the LEA sought public comment on its plan, and how it took those public comment into account in the development of its plan. Note, the ARP requires that LEAs seek public comment for each 60-day revision to the plan. (1000 character limit)

Each of the individual schools convened their restart committees which consisted of teachers, staff, parents and community stakeholders and discussed the safe reopening plan. The plan was made public at the June Board of Education meeting in which comment was welcomed.

B. Describe how the LEA ensured that the plan is in an understandable and uniform format; is to the extent practicable written in a language that parents can understand or, if not practicable to provide written translations to a parent with limited English proficiency, will be orally translated for such a parent; and upon request by a parent who is an individual with a disability as defined by the ADA, will be provided in an alternative format accessible to that parent. (1000 character limit)

The district will seek individuals that can translate the plan into various languages as necessary to reach our non-English proficient population. Additionally, when requested we will provide individuals with the necessary format that will be accessible to the parent as defined by their particular disability.