

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

Anticipated Minimum Standard	Components	Paulsboro Plan	Lead Person	In Consultation With	What Do We Need to Purchase	Cost	Attachments
<p>Key Area 1: Conditions for Learning – Includes the social, emotional, and environmental factors that can impact educator capacity to teach and student capacity to learn. Schools must consider the impact of social isolation on both educators and students.</p>							
<p>General Health and Safety</p>	<p>Follow CDC guidelines and maintain contact with local, county and state health authorities</p>	<p>As part of its Annual Reorganization, the Board of Education appointed the Superintendent of Schools as liaison to the Division of Child Protection and Permanency, law enforcement agencies, and other agencies serving children. The Superintendent will serve in this role during Restart he may assign a designee as appropriate.</p>	<p>Superintendent</p>	<p>Administrators School Nurses</p>	<p>Not Applicable</p>	<p>NA</p>	<p>None at this time</p>
	<p>Reasonable Accommodations for Staff and Students (High Risk and Severe Illness) (Checklist Item 8)</p>	<p>Staff members who have documented medical reasons that prevent them from providing in-person instruction will use Google for Education to teach students remotely. Other accommodations will be made in consultation with the School Physician.</p> <p>The Paulsboro Superintendent will work with the Greenwich Township Chief School Administrator to consider if it is possible to share teachers who must work remotely in order to cover classes efficiently.</p> <p>Parent may select a fully remote learning option for their children. Other accommodations will be made in consultation with the Supervisor of Special Services and Child Study Team.</p> <p>All homebound instruction will take place via the remote learning format. That is, the student will have a fully remote program. No</p>	<p>Supervisor of Special Services</p>	<p>School Physician Principals Nurses</p>	<p>Not Applicable</p>	<p>NA</p>	<p>None at this time</p>

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General Health and Safety		bedside instructors will be assigned to a student homebound instruction. If additional accommodations are required they will be made in consultation with the Supervisor of Special Services.					
	Promoting Behavior to Prevent Spread of COVID-19 (Stay home when ill, signage, hand and respiratory hygiene and use of face masks) (Checklist Item 23)	<p>CDC posters will be printed and posted throughout the buildings, at entrance points and in lavatories.</p> <p>Nurses will prepare educational materials for parents about preventing spread of COVID-19. The materials will be distributed via the district website, Facebook and Twitter.</p> <p>Nurses will identify informational videos on topics such as hand washing, wearing face masks, etc. Teachers will include these videos as part of the instructional program during the first week or two of school.</p>	Supervisor of Special Services	School Physician Principals Nurses	Download and print CDC posters	Printing Costs TBD	None at this time
	Ventilation Windows Open and A/C All filters changed (Checklist Item 12)	<p>Teachers will clear off window sills so that custodian can open windows.</p> <p>Windows will remain open at night. This will require two custodians per building to work night shift in order to maintain building security. Volunteers will be requested prior to assigning night shift work.</p>	Supervisor of Facilities	Teachers	Custodial Overtime	TBD	None at this time
	Desks all facing the same direction. No groups of desks.	Teachers will establish mandatory seating charts for students. Teachers will require students to sit in their assigned seat. This process will help limited shared objects and contact tracing.	Principals	Teachers	Not Applicable	NA	None at this time

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General Health and Safety		Teachers will arrange desks so that they are facing in one direction. No groups of desks will be permitted. Small group instruction will take place at a social distance not at a table.					
	Social Distancing or Physical Barriers Between Desks	All students will wear masks in class because the school cannot maintain the 113 sq. ft. social distancing requirement. Preschool classrooms will be arranged so that students can maintain social distancing. This will be done by creating individual work areas by placement of furniture and physical barriers.	Principals	Supervisor of Facilities	Ordered approximately 20,000 face masks	TBD	None at this time
	Hand Washing/Sanitizer (Checklist Item 13)	Hand sanitizer will be placed in every classroom, office, and at entrances to the buildings. Soap and paper towel dispensers will be located in every lavatory and nurse’s office. Electric blower style hand dryers will be turned off. Paper towel dispensers will be installed.	Supervisor of Facilities	Nurses	Ordered hand sanitizer/stations Ordered paper towel dispensers. (Touchless if possible)	TBD	None at this time
	Adopt Cleaning and Disinfecting Procedure	The Board of Education will readopt Policy 3510 – Operation and Maintenance of Plant including the NJSBA updates for Restart. “Facilities Cleaning Procedures to Reduce the Spread of Contagion” is embedded in the policy. The procedure for training the custodial staff is also embedded in Policy 3510 and includes:	Supervisor of Facilities	Nurses	Ordered misting devices so that rooms can be disinfected quickly and thoroughly.	TBD	Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures

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General Health and Safety		<p>cleaning and disinfecting agents, the cleaning schedule, and safety precautions such as ventilation during cleaning/disinfecting.</p> <p>All administrative offices and the Nurses’ Offices will be thoroughly cleaned every evening.</p> <p>In the elementary schools, there will be a schedule of lavatory break times. Custodians will clean lavatories between uses.</p> <p>At the High School, lavatories will be closed on a rotating basis for cleaning throughout the day. A staff member will be posted outside of each lavatory to monitor the number of people in the facility at a time.</p>					
	<p>Face Masks (Checklist Item 9)</p>	<p>The Board of Education will readopt Policy 1250 – Visitors including the NJSBA recommendations to address Restart.</p> <p>Face masks must be worn by members of the staff and visitors. Masks will be provided by the school.</p> <p>Face masks are required for students since the 113 sq. ft. social distancing requirement cannot be maintained. Up to one mask per day will be provided to each student.</p> <p>The principals will develop procedures and consequences for students who refuse not to wear a face mask.</p>	<p>Principals</p>	<p>Staff</p>	<p>Ordered face masks</p>	<p>TBD</p>	<p>Policy 1250 Visitors</p>

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General Health and Safety		<p>The “dress code” for face masks relative to logos, inappropriate sayings, etc. will be the same as for other articles of clothing such as T-shirts.</p> <p>Masks will be available at entrance points to the school and in the Nurses’ Offices</p>					
	Include CDC information from “Disproportionate Impact of COVID-19 on Racial and Ethnic Minorities	<p>The District Affirmative Action Officer will review the Comprehensive Equity Plan then provide a summary to the staff.</p> <p>The District Affirmative Action Officer will use “Disproportionate Impact of COVID-19 on Racial and Ethnic Minorities to provide training and instruction as necessary as a supplement to the district equity training.</p>	District Affirmative Action Officer	Staff	Not applicable	NA	None at this time
	Child Care	<p>The administration under the leadership of the Supervisor of Special Services is considering if there is anything that the district can do to assist with child care.</p> <p>The district will coordinate directly with the Boys and Girls Club</p>	Supervisor of Special Services	Principals	TBD	TBD	None at this time
	Social and emotional impact of the pandemic on students, families and staff	<p>This topic must be explored, resources identified and training provided in order to address the well-being, trauma to and impact of isolation on all stakeholders. This will require implementation of a Multi-Tiered System of Supports as well as wraparound services.</p> <p>The administrators, CST, Guidance Counselors and Nurses will do check-ins with staff to support their wellness.</p>	<p>Supervisor of Special Services</p> <p>Director of Curriculum, Instruction and Assessment</p>	<p>Guidance Counselors</p> <p>Child Study Team</p>	<p>Hire a School Psychologist and School Social Worker to develop instructional materials: 2 people x 30 hours/person x \$32 per hour = \$1,920.</p>	\$1,920	None at this time

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General Health and Safety		<p>The district will do check-ins with students and families to support their wellness. Classroom and instructional aides will assist with the check-ins.</p> <p>The administrators, CST, Guidance Counselors and Nurses will conduct careful conversations around impacts of COVID-19.</p> <p>The district contracted with a School Psychologist and School Social Workers to develop supports and programs in the area.</p> <p>In P-6 Character Counts will be integrated into the curriculum.</p> <p>In 7-12 will Newsela resources will be integrated into the curriculum to support social and emotional learning.</p>			<p>Newsela</p> <p>Character Counts</p>	<p>\$11,000</p> <p>TBD</p>	
	Use of Student Programs to Provide Peer Support	<p>The principals will use Renaissance to help create a positive school climate.</p> <p>The principals will use student leadership groups such as Gifted and Talented, National Honor Society, Student Council, and SURE to help enhance the school climate as well as provide tutoring to peers.</p>	Director of Curriculum, Instruction and Assessment	Principals and Club Advisors	TBD	TBD	None at this time.
Classrooms, Testing and Therapy Rooms		The student body will be divided in half so that there will be a Red Group and a White Group. Even so, the classrooms are, in most cases, not large enough to maintain the 113 sq. ft. social distancing mandate. Students must wear face mask.	Principals	Teachers	<p>Ordered Face Masks</p> <p>Ordered supplies for in-person</p>	TBD	<p>Basic Instructional Plan for the District</p> <p>Detailed Instructional Plan for each school</p>

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<p>Classrooms, Testing and Therapy Rooms</p>	<p>Social Distancing or Face Masks (Checklist Item 9)</p>	<p>Note: The Red Group/White Group configuration and face mask mandate may be reconsidered if large numbers of parents opt for fully remote learning.</p> <p>Note: Teachers and aides do not need to remain at the school during the afternoon to provide remote learning. In most cases, teachers and aides will be present on Monday, Tuesday, Thursday and Friday mornings to provide in-person instruction. Remote instruction may take place from the school or other location that is convenient for the teachers and aides.</p> <p>Note: There will be a 10-school day transition period if a student opts to move from remote to hybrid or hybrid to remote learning.</p> <p>The school will provide up to one face mask per day per student.</p> <p>Students with disabilities being served in self-contained classes will receive all instruction in-person. (Parents may opt for a fully remote program.)</p> <p>All Occupational Therapy, Physical Therapy and Speech Therapy will take place in-person. (Parents may opt for a fully remote program.)</p> <p>All children from a given family will be placed in the same group (Red or White).</p>			<p>services such as Occupation Therapy (shields, face shields, etc.)</p>		<p>PowerPoint of Instructional Plan for each school</p> <p>Transition Procedure to Change From Hybrid to Remote and Remote to Hybrid Learning</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Classrooms, Testing and Therapy Rooms	<p>Social Distancing or Face Masks</p> <p>(Checklist Item 10)</p>	<p>The students from Greenwich Township will be divided as evenly as possible between the Red and White Groups in order to assist with social distancing on buses. All PHS students from a given Greenwich Township family will be placed in the same group.</p> <p>Signage, floor markings and physical barriers will be used throughout the buildings to remind of the need to social distance even when wearing face masks.</p>					
	<p>Minimize Shared Objects</p> <p>(Checklist Item 11)</p>	<p>At the elementary level, each student will have their own “kits” of supplies provided by the district. One kit will remain at school while the other will remain at home. Teachers will carefully monitor students to be certain that sharing does not take place.</p> <p>High School students must bring their own supplies to class (pencil, pens, etc.). This items will not be distributed by the teachers.</p> <p>Shared items such as calculators will be cleaned by the students prior to use. Sanitizer wipes and gloves will be located in each room.</p> <p>Disposable materials will be used to the greatest extent possible.</p> <p>All papers will be submitted and returned via bins not passed to the front of the room by students.</p>	Principals	Teachers	<p>Ordered sanitizer wipes</p> <p>Ordered gloves</p> <p>Ordered materials for student “kits” of supplies</p>	TBD	<p align="center">Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures</p>

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Classrooms, Testing and Therapy Rooms	Minimize Shared Objects	Teachers will discourage students from bringing materials form home to school.					
	Teaching in Cohorts	For grades K-8, classes will stay together by class. As much as possible, teachers will move between classes rather than students changing rooms. For grades 9-12, students must change classes because of the wide variety of student schedules. During class changes, students will wear face masks, stay 6 feet apart and stay to the right in hallways and stairways. Signs will be posted to remind students of these procedures.	Principals	Teachers	Print signs	TBA	None at this time
	Adequate Ventilation (Windows Open) (Checklist Item 12)	Teachers will clear off window sills so that custodian can open windows. Windows will remain open at night. This will require two custodians per building to work night shift in order to maintain building security. Volunteers will be requested prior to assigning night shift work.	Supervisor of Facilities	Staff	Not applicable	NA	None at this time
	Cleaning of Electronic Devices	Travel size wipes and gloves will be placed near computers, copiers, audio-visual equipment, robots, etc. so that the student/staff member can clean the devises before use. This information is included in Policy 3510 as item “M”	Director of Technology	Staff	Ordered wipes and gloves	TBD	Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures
	Hand Sanitizer – 60% Alcohol - Throughout Building (In	Hand sanitizer will be located at entrances, near lavatories, in offices and in every classroom.	Supervisor of Facilities	Nurses	Ordered hand sanitizer	TBD	None at this time

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Classrooms, Testing and Therapy Rooms	Classrooms, at Entrances, Near Lavatories) (Checklist Item 13 and 14)	Custodial Staff will check the sanitizer pumps/stations three times per day to be certain that hand sanitizer is available. At the same times they will check the soap and paper towel dispensers in lavatories.					
	Must Supervise Use of Sanitizer for Preschool and Kindergarten Students	Hand sanitizer will be distributed to Preschool and Kindergarten students by teachers and aides.	Principals	Teachers and Aides	Ordered hand sanitizer	TBD	None at this time
	Procedure for frequent hand washing (before eating, after blowing nose, coughing and sneezing)	Nurses will be certain to include procedure/times for proper hand washing in print/poster and videos for staff and students. The schedule of hand washing will include before eating, after blowing nose, coughing and sneezing, after using the lavatory and after recess. (Checklist Item 15) The district contracted with the Nurses so that they could prepare materials and procedures for the opening of schools.	Nurses	Staff	Contracted for extra hours for School Nurses to prepare for school opening 3 nurses x 20 hours/nurse x \$32/hour = \$1,920	\$1,920	None at this time
Transportation	Screening procedure upon entry to the bus	At the beginning of the school day, students will be screened for symptoms of COVID-19. Drivers and Aides will develop and enforce a seating chart for each run. Students will enter the bus with those sitting in the back of the bus first and working forward as students enter. Students will maintain social distancing while waiting for and loading the bus.	Business Administrator	Drivers and Aides School Nurse	TBD	TBD	Procedure for Screening Students Upon Arrival at the Bus.
	Social Distancing or Must Wear Face Masks	Students, drivers and aides must wear face masks.	Business Administrator	Drivers and Aides	Ordered Face Masks	TBD	None at this time.

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Transportation	(Checklist Item 16 and 17)	Students will be seated in every other row of seats. If necessary, students will be divided into two groups then a second bus run will be made.			Additional work hours for Bus Drivers and Aides of double runs must take place.		
	Accommodations for Students/Adults Who Cannot Wear a Face Mask	Policy 3541.33 includes this procedure as item “C.” All cases will be referred to the Supervisor of Special Services in order to be certain that the measures taken are consistent with IEPs and 504 plans.	Business Administrator	Drivers and Aides	Contracted for additional work hours for the Supervisor of Special Services so that he can complete the duties assigned to him in this Restart Plan.	TBD	Policy 3541.33 Transportation Safety
	Bus Must Be Cleaned and Disinfected After Every Route (Checklist Item 18)	The Board of Education will readopt Policy 3541.33 – Transportation Safety including the NJSBA recommendations to address Restart. The procedure to “Reduce the Spread of Contagion is embedded in the policy. The bus will be cleaned between runs. The bus will be completely cleaned and disinfected at the end of the day. The buses will be deep cleaned and disinfected on Wednesdays when all students are learning remotely.	Business Administrator	Supervisor of Facilities Drivers and Aides	Misting devices have been ordered	\$6,000	Policy 3541.33 Transportation Safety and Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures
	Services for Homeless Students	The district will make every effort to continue to deliver meals to students who are homeless living outside of Paulsboro on the days that they are learning remotely.	Business Administrator	Cafeteria Manager Drivers and Aides	TBD	TBD	None at this time.

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<p>Student Flow, Entry, Exit and Common Areas</p>	<p>Location and Process for Student and Staff Health Screenings</p>	<p>The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunization included the recommendations of NJSBA to address Restart. The screening procedure is embedded in this policy as item “A.”</p> <p>Students will be visually checked for symptoms upon arrival in the classroom.</p> <p>The Nurse will provide a written list of symptoms that may indicate COVID-19. If a student exhibits any of the symptoms, the teacher will check the appropriate boxes. The student along with the symptom sheet will be sent to the Nurse. If the Nurse determines that the student may have COVID-19, they will be isolated, parent called and sent home.</p> <p>A list of COVID -19 symptoms will be distributed to every member of the staff and parents as well as placed on the website, Facebook and Twitter. This list will be used when reporting an absence.</p> <p>Staff members will complete a self-assessment prior to reporting to work. If possible this will be electronic via Genesis.</p> <p>Parents will call the Nurse/Attendance Office if their child is ill and not coming to school. At that time, the parent will explain the symptoms causing this absence. If the symptoms offered by the parent seem like</p>	<p>Supervisor of Special Services</p>	<p>School Physician Nurses</p>	<p>TBD</p>	<p>TBD</p>	<p align="center">Policy 5141.3 Health Examinations and Immunization</p>

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Student Flow, Entry, Exit and Common Areas		COVID-19 and are not otherwise explained, the nurse will make a follow-up call to the parents.					
	One Way Hallways	Student will stay to the right while moving in the hallways as well as make every effort to remain 6 feet apart. They will be wearing masks so issues of traffic flow are not as much of a concern. Signs will be posted “Stay to the Right.”	Principals	Staff	Signage	TBD	None at this time
	Stagger Arrival and Dismissal	The individual building plans will include arrival and dismissal times as well as designate multiple entrance points. The arrival and dismissal times will be coordinated between schools so that parents will be able to take and pick up children at different schools without conflict. Multiple entrance and exit locations will be established in order to prevent crowds at any given door. The plans for each school include a procedure for arrival during inclement weather.	Principals	Staff	TBD	TBD	Plan for Instruction for each school
	Physical Barriers, Guides and/or Signage to Maintain Social Distancing OR Must Wear a Face Mask	See notes about signage and traffic flow elsewhere in this plan. Students, visitors and staff members must wear face masks.	Principals and Supervisor of Facilities	Business Administrator	TBD	TBD	None at this time.
Screening, PPE and Response to Students and Staff with Symptoms	Students are required to wear face coverings/masks, unless doing so would inhibit	As delineated throughout this Restart Plan, students, staff and visitors are required to wear face masks. The following exceptions apply because in these situations the wearing of face	Principals	Staff	Ordered face masks	TBD	None at this time.

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<p>Screening, PPE and Response to Students and Staff with Symptoms</p>	<p>the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.</p> <p>(Checklist Item 21)</p>	<p>masks may inhibit the person’s health:</p> <ul style="list-style-type: none"> o The student is in extreme heat outdoors. o The student is in water. o A student’s documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of face covering. o The student is under the age of two (2), due to the risk of suffocation. o During the period that a student is eating or drinking. o Face coverings should not be placed on anyone who has trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance (e.g. face coverings should not be worn by Pre-K students during nap time). o The student is engaged in high intensity aerobic or anaerobic activities. o Face coverings may be removed during gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of six feet apart. o When wearing a face covering creates an unsafe condition in which to operate equipment. 					
	<p>Policy for Safety and Screening for Symptoms and History of Exposure to COVID-19.</p> <p>Upon Arrival (Including</p>	<p>The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunizations including the NJSBA recommendations to address Restart.</p> <p>See attached Screening Procedure for Staff and Students</p>	<p>Supervisor of Special Services</p>	<p>School Physician/Nurses School Attorney</p>	<p>Ordered 450 mifi devices</p>	<p>Approximately \$80,000</p>	<p align="center">Policy 5141.3 Health Examinations and Immunizations Screening Procedure for Staff and Students</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Screening, PPE and Response to Students and Staff with Symptoms	Accommodations for Students with Disabilities) (Checklist Item 19)	<p>Note: Based on the number of students opting for fully remote instruction and dividing the students using the hybrid model into two groups, it is anticipated the only about 40-50 students will enter the schools through any given door. The arrival times have been extended and staggered. As a result, there should not be a crowd at any entrance point. Even so, floor markings and signs will be used to remind of the need for social distancing even though the students will be wearing face masks. (Checklist Item 20)</p> <p>NOTE: If a student with a disability is attending an out of district school, that school assumes primary responsibility for all aspects of the youngster’s program. The out of district school personnel work in coordination with the Paulsboro Case Manager.</p>					
	Remittance Policy (Checklist Item 22f)	The Board of Education will readopt Policy 5141.2 – Illness including the NJSBA recommendations to address Restart. The readmittance procedure is embedded in this policy – “The school nurse shall require the certification of a physician that the student is contagion free before readmitting a student to school.”	Supervisor of Special Services	School Physician/Nurses School Attorney	TBD	TBD	Policy 5141.2 Illness
	Visually Check Students for Symptoms (MAY Include Temperature Check) and/or Confirm with Families that Students	The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunization including the recommendations of NJSBA to address Restart. The screening procedure is embedded in this policy as item “A.”	Supervisor of Special Services	School Physician/Nurses School Attorney	TBD	TBD	Policy 5141.3 Health Examinations and Immunization

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Screening, PPE and Response to Students and Staff with Symptoms	Are Free of COVID-19 Symptoms. Health Checks Must Be Conducted Safely and Respectfully.						
	Screening must make accommodations for those with disabilities	The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunization including the recommendations of NJSBA to address Restart. The screening procedure is embedded in this policy as item “A.9”	Supervisor of Special Services	School Physician/Nurses School Attorney	TBD	TBD	Policy 5141.3 Health Examinations and Immunization
	Must Document Signs and Symptoms	The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunization including the recommendations of NJSBA to address Restart. The screening procedure is embedded in this policy as item “B”	Supervisor of Special Services	School Physician/Nurses School Attorney	TBD	TBD	Policy 5141.3 Health Examinations and Immunization
	PPE Must be Available	Face Masks, Face Shields, Gloves, Sanitizers will be provided as needed by the district.	Supervisor of Special Services	School Physician/Nurses School Attorney	Ordered required PPE	TBD	None at this time.
	Isolation Area (Checklist Item 22c)	The Board of Education will readopt Policy 5141.3 – Health Examinations and Immunization included the recommendations of NJSBA to address Restart. The screening procedure is embedded in this policy as item “B.5” This procedure is also delineated in Policy 5141.2 – Illness. The School Nurse in cooperation with the Principal will identify an isolation area for each school. The isolation area will be	Supervisor of Special Services	School Physician/Nurses School Attorney	The district may need to contract with an aide to supervise the isolation area.	TBD	Policy 5141.3 Health Examinations and Immunization Policy 5141.2 Illness

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Screening, PPE and Response to Students and Staff with Symptoms		supervised at all times, face masks must be worn and, to the greatest extent possible, social distancing will be maintained.					
	Students and Staff MAY be Asked to Leave School or Stay Home if they have symptoms of COVID-19	<p>This action will be taken by the School Nurse who will document all aspects of the request to leave/stay home. The Nurse will consult with the Principal to be certain all required notifications and reporting procedures are followed.</p> <p>The School Nurses will continue to monitor staff members and students who are sent home until they have completed the re-admittance to school requirements. This monitoring will take place by telephone and email. (Checklist Item 22e)</p>	Supervisor of Special Services	School Physician/Nurses School Attorney	Not applicable	NA	None at this time.
	Notify Health Officials (Checklist Item 22b)	<p>As part of its Annual Reorganization, the Board of Education appointed the Superintendent of Schools as liaison to the Division of Child Protection and Permanency, law enforcement agencies, and other agencies serving children. The Superintendent will continue to perform these duties during Restart. He may appoint a designee as needed.</p> <p>Policy 5141.3 – Health Examinations and Immunizations also addresses reporting in item “B.5.”</p>	Superintendent	Administrators Nurses	Not applicable	NA	Policy 5141.3 Health Examinations and Immunizations
Contact Tracing (Checklist Item 24)	Policy and Procedure for Contact Tracing (Checklist Item 22d)	The Board of Education will readopt Policy 5141.2 – Illness including the NJSBA recommendations to address Restart. The contact tracing procedure is embedded in this policy.	Supervisor of Special Services	School Physician/Nurses	TBD	TBD	Policy 5141.2 Illness

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Contact Tracing (Checklist Item 24)		<p>The Superintendent and his designee(s) will work closely with the Gloucester County Health Department to support any efforts towards identifying students/staff necessary to facilitate contact tracing for confirmed COVID-19 cases that impact the District/school community.</p> <p>The Schools Nurses, School Physician and Principals will work in coordination with the Gloucester County Board of Health to handle notifications and carrying out contact tracing policy, ensuring compliance with FERPA and HIPAA. (Checklist Item 22b)</p> <p>Note: This area is a significant concern for the staff and administration.</p>					
	Designation of Staff Liaison to Carry Out the Policy	School Safety Specialist Matthew Brown will serve as liaison and complete the Johns Hopkins University COVID-19 Contact Tracing Course.	School Safety Specialist	Superintendent of Schools with Principals	TBD	TBD	None at this time.
Facility Cleaning	Policy including Schedule and procedures for increased cleaning including frequently touched objects	<p>The Board of Education will readopt Policy 3510 – Operation and Maintenance of Plant including the NJSBA updates for Restart. Cleaning procedure is embedded in the policy – “Facilities Cleaning Procedures to Reduce the Spread of Contagion.”</p> <p>All students will be learning remotely on Wednesdays. The schools will be deep cleaned on that day.</p>	Supervisor of Facilities	School Attorney Staff	Develop cost estimate for additional custodial help	TBD	<p align="center">Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Facility Cleaning	Policy and procedure for Cleaning a School Building after a Person Tests Positive for COVID-19 (Checklist Item 22a)	The Board of Education will readopt Policy 3510 – Operation and Maintenance of Plant including the NJSBA updates for Restart. Cleaning procedure after a person tests positive is embedded in the policy as item “Q” Every room will be disinfected and cleaned nightly. The Supervisor of Facilities will carefully monitor the cleaning procedure to be certain that they take place and are thorough.	Supervisor of Facilities	School Physician/Nurses	Develop cost estimate for additional custodial help	TBD	Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures
	Training for Staff	The Supervisor of Facilities will obtain training materials then conduct in-service training for the custodian, maintenance and grounds staff.	Supervisor of Facilities	School Physician/Nurses	Locate and obtain training materials	TBD	None at this time.
	Prop Doors Open to Reduce Touching	Classroom doors may be open to increase air flow. School safety protocols will remain in effect for outside entrances.	School Safety Officer	Supervisor of Facilities	Not applicable	NA	None at this time.
	Water Fountains	Water fountains will be closed. Students must bring their own water bottle to school.	Principals	Staff	Not applicable	NA	None at this time.
Meals (Checklist Items 26,27,28 and 29)	Social Distancing	The cafeteria will not be used to serve meals. Please see below for meal service information. Cafeteria Workers must wear face masks and to the greatest extent possible maintain social distancing while preparing Grab and Go meals.	Cafeteria Manager	Principals	Not applicable	NA	None at this time.
	Serve Meals In Classrooms or at End of the Day	At the end of the instructional day, students will be given a Grab and Go lunch for that day and breakfast for the next morning.	Cafeteria Manager	Principals	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Meals		<p>In-person students will either have meals delivered to the classroom or go to the outside kiosk to obtain them. The procedure is part of the plan for each school.</p> <p>Remote learning students will come to the Kiosk to obtain lunch for that day and breakfast for the next morning. The Kiosk will be open from 12:30 PM – 1:30 PM.</p> <p>The Kiosks will be open on Wednesdays from 11:30 AM – 12:30 PM.</p> <p>Meals will be delivered to classrooms 15 minutes before dismissal on Monday, Tuesday, Thursday and Friday.</p>					
	Increased Cleaning (Checklist Item 25)	<p>The Board of Education will readopt Policy 3510 – Operation and Maintenance of Plant including the NJSBA updates for Restart. Cleaning procedure is embedded in the policy – “Facilities Cleaning Procedures to Reduce the Spread of Contagion.”</p> <p>The food preparation area will be disinfected using procedures developed by the food service vendor. This will take place at the end of each day.</p>	Cafeteria Manager	Principals	Not applicable	NA	<p align="center">Policy 3510 Operation and Maintenance of Plant Including Paulsboro Public Schools Restart Plan – Cleaning and Disinfecting Procedures</p>
	Frequent Hand Washing	<p>The food service workers will continue to wear gloves and to use the hand washing procedures that are used at all times.</p> <p>Appropriate posters will be placed near sinks and in the lavatory explaining hand washing procedures.</p>	Cafeteria Manager	Principals	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Recess and Physical Education (Are still mandated)	Inventory of Outdoor Spaces (Checklist Item 35)	To the greatest extent possible, physical education classes will take place outdoors. K-6 See below 9-12 Each teacher will utilize a different area of the Bennett Fields Athletic Complex. The classes will not co-mingle.	Principals	Physical Education Teachers	Not applicable	NA	None at this time.
	Recess should be staggered and use cones/barriers to maintain social distancing (Checklist Item 30,31, 32 and 34)	K-6 will take a 20-minute break to either go to recess or do a “brain break” in the classroom. Each class will have a designated need area on the school property for recess. Groups will not co-mingle. Each class will have their own bag of playground supplies. Preschool will have a 30-minutes recess period. Preschool classes have their how dedicated play area. Students will wash their hands with soap and water when returning from recess. Equipment and supplies will be disinfected daily.	Principals	Physical Education Teachers	Ordered playground materials and bags for each class.	TBD	None at this time.
	Disinfect Playground/Physical Education Equipment or conduct classes/recess without equipment (Checklist Item 32)	Physical education will be provided with some guided virtual activities such as yoga, aerobics, and walking programs. As much as possible Health rather than Physical Education will be taught during first marking period. Use this time to include “Social and Emotional Learning” lessons and topics.	Principals	Supervisor of Facilities	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Recess and Physical Education (Are still mandated)		Having said this, physical education and recess may take place during the afternoon (1:30 PM – 3:00 PM) remote learning period.					
	Close Locker Rooms (Checklist Item 33)	Locker rooms will not be used. Students will not “dress out” for physical education classes. Limited number of students will be permitted to use the lavatories located in the locker rooms at one time.	Principals	Physical Education Teachers	Not applicable	NA	None at this time.
Extracurricular Activities, Field Trips, and Use of Facilities Outside of School Hours	The district will follow the mandates and guidelines set forth by the NJSIAA (Checklist Item 5)	Sports teams will follow guidelines and rules distributed by the New Jersey Interscholastic Athletic Association (NJSIAA) This includes both high school and middle school sports teams. At this point, practice for Fall sports begins mid-September. Games begin October 1, 2020. Shortened season. Playoff games are still not determined. Question about use of locker for sports is open. Question of spectators is still open. Physicals are required at this point. Students are strongly encouraged to have the physical completed at their medical home. Dr. Villare and Nurse Mary Porter will do physicals at PHS during August 7 and August 14, 2020.	Director of Athletics	Principals	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Extracurricular Activities, Field Trips, and Use of Facilities Outside of School Hours	Senior Portraits	Seniors will make appointments to have their portraits taken. They will enter at a specified entrance. The photographer, teacher in charge and student will wear face masks. Needless to say, the students may remove the mask when the photograph is taken.	Principal	Yearbook Advisor	Not applicable	NA	None at this time.
	Field Trips (Checklist Item 36)	Field trips will be discontinued until the schools are fully reopened for in-person instruction. The district will not participate in any off campus banquets, awards ceremonies, etc. until the schools fully reopen for in-person instruction.	Director of Curriculum, Instruction and Assessment	Principals	Not applicable	NA	None at this time.
	Assemblies, Concerts and Other Large Group Programs	There will be no assemblies, concerts or other large group programs until the schools fully reopen for in-person instruction.	Principals	Staff	Not applicable	NA	None at this time.
	Use of School Facilities by Outside Groups (Checklist Item 37)	All school facilities are closed to outside groups until the schools reopen fully for in-person instruction.	Superintendent	Supervisor of Facilities	Not applicable	NA	None at this time.
	Social Distancing as in the rest of the plan	Student-Athletes can only work in pods of 10 that do not comeingle during summer (Phase I and II) conditioning drills. Coaches must wear face masks. Student-Athletes must wear face masks except during high-intensity drills. At PHS, the cafeteria and auditorium will be used if an activity that has too many students for a normal classroom must take place. Choir practice might be an example of this type of activity.	Director of Athletics	Principals	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Extracurricular Activities, Field Trips, and Use of Facilities Outside of School Hours</p>	<p>Hygiene Protocols as in the rest of the plan</p>	<p>Student-Athletes/Coaches must complete the 10 question COVID-19 questionnaire daily upon arrival.</p> <p>Must take student-athlete/coaches temperatures daily upon arrival.</p> <p>Hand sanitizer must be available at all times.</p> <p>Students must bring their own water bottle. The lavatories for use by student-athletes are located in the maintenance shop. The soap and paper towel dispensers will be checked several times per day. The lavatories will be cleaned and disinfected daily.</p>	<p>Director of Athletics</p>	<p>Nurses and Athletic Trainer</p>	<p>Order thermometers and hand sanitizer</p> <p>Funds to hire staff members to supervise summer conditioning drills</p> <p>6 people/day x 20 days x 1.5 hours/day x \$15 per hour</p>	<p>TBD</p> <p>\$2,700</p>	<p>None at this time.</p>
<p>Unconditional Remote Instruction (Parents may request all or part of instruction and related services to be offered remotely without demonstrating medical risk.)</p> <p>(Checklist Item 2)</p>	<p>Procedure for Requesting fully remote instruction</p>	<p>The Board of Education will adopt Policy 6173.1-Remote Learning with Procedure including the NJSBA updates for Restart.</p> <p>The district conducted a parent information survey on July 28, 2020. The purpose of the survey is to determine which parents are requesting a fully remote learning program for their children. The survey will also collect information about the availability of technology in the home.</p> <p>Students will be assigned to a hybrid learning program unless the parent requests a fully remote learning program.</p> <p>The last date for a parent to request a fully remote learning program is Friday, August 14, 2020.</p>	<p>Superintendent</p>	<p>Principals Supervisor of Special Services</p>	<p>See technology elsewhere in this plan</p>	<p>TBD</p>	<p>Policy 6173.1 Remote Learning with Procedure</p> <p>Transition procedure to change from a Hybrid to Remote Learning Program or from Remote to Hybrid Learning Program.</p> <p>Parent Survey - https://forms.gle/CSqCwCsCEB9UgEUdA Teacher Survey - https://forms.gle/LWweJzvqnr1GoRsr6</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Unconditional Remote Instruction (Parents may request all or part of instruction and related services to be offered remotely without demonstrating medical risk.)		<p>Requests for a fully remote program or a change of program will be submitted to and approved by the Principals. If the student has an IEP, the principal will immediately contact the Supervisor of Special Services.</p> <p>The district developed a form and procedure to be used by parents requesting a fully remote program or change of program.</p>					
	<p>Scope and expectations for a fully remote program.</p> <p>(Checklist Item 4)</p>	<p>The vast majority of lessons will be live-streamed between about 8:00 AM and Noon using Google Meet or Zoom. Students participating in a fully remote program will log into these lessons. Students learning remotely will watch and participate in these lesson including asking and answering questions. Teachers will record lesson and save them to Google Drive so that students can watch them repeatedly and at different times. Teachers will also be online between about 1:30 PM and 3:00 PM to provide supplemental instruction, tutoring, etc.</p> <p>Note: If the district needs to pivot to a completely remote learning format for all students it will use the plan outlined in the Anticipated Minimum Standard.</p>	<p>Superintendent</p>	<p>Principals</p>	<p>Not applicable</p>	<p>NA</p>	<p>None at this time.</p>
	<p>Transition between programs: Hybrid to Remote and Remote to Hybrid</p>	<p>All requests for a change of program must be submitted to the Principal on a form developed by the district.</p> <p>There will be a 10 school day transition period from the date of the parent request for a</p>	<p>Superintendent</p>	<p>Principals</p>	<p>Not applicable</p>	<p>NA</p>	<p>None at this time.</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Unconditional Remote Instruction (Parents may request all or part of instruction and related services to be offered remotely without demonstrating medical risk.)		change of program until the students is completed transitioned to the new program. If a student is ill and cannot come to school for in-person instruction, they may immediately join the remote learning group in order to participate in lessons.					
	Reporting to the New Jersey Department of Education	The Superintendent will comply with all requests made by the New Jersey Department of Education for data about the number of students being served in hybrid and remote programs as well as the demographic breakdown of these children.	Superintendent	Principals	Not applicable	NA	None at this time.
	Communicating Policy and Procedures to Parents	The district will continue to communicate with parents by use of Remind, Genesis, the district website, Facebook and Twitter. Information will also be sent to the Remote Learning Facebook page. Frequently Asked Questions will be published for parents and staff. In all cases, a Phone Blast will be made to alert citizens that new information is available. On or about August 10, 2020, information will be provided via the above vehicles explaining the district restart plan, hybrid and remote learning programs, and the procedure for submitting requests for change of program The district established a “Restart Schools” tab/icon on the district website. All information related to the Restart of the schools for the 2020-2021 school year will be posted to this tab/icon. This information will include District Restart Plan, Attendance	Superintendent	Principals	Not applicable	NA	The link for the Restart Schools tab/icon is: Restart Schools

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Unconditional Remote Instruction (Parents may request all or part of instruction and related services to be offered remotely without demonstrating medical risk.)</p>		<p>Policy for Remote Learning, Policies and Procedures during “Restart,” Expectations for Remote Learning, Procedure to Transition between Remote and Hybrid Program and Contact Information for Teachers</p>					

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Key Area 2: Leadership and Planning – Includes guidance, requirements and consideration for school-wide logistical and operational issues when planning to reopen the schools.							
Establish a Broad-Based District Restart Committee that works in coordination with the building level Pandemic Response Teams and other health and governmental agencies (First Meeting conducted 7/27/20)	Scheduling of in-person and remote instruction with a focus on health and safety	Please see the Basic Plan for Instruction, PowerPoint explaining the instructional plan for each school and Frequently Asked Questions.	Director of Curriculum, Instruction and Assessment	Principals	Not Applicable	NA	PowerPoint explaining the instruction plan for each school. Frequently Asked Questions Basic Plan for Instruction for the District Staff and Parent Survey
	Use the district Emergency Closure School Preparedness Plan to guide decision of fully remote instruction is required.	The Emergency Closure School Preparedness Plan will be maintained and updated by the Superintendent. It serves as a guide for Restart and transition to return to fully in-person instruction.	Superintendent	Administration	Not Applicable	NA	Emergency Closure Plan
	Insure that there are 180 days of instruction. A day of instruction is defined as 4 hours. (Checklist Item 1 and 3)	NJDOE introduced confusion by saying the remote learning includes time that students “are engaged in standards-based learning” not screen time. In-person learning must have four hours of in-school instruction. The 181 student day calendar adopted by the Board of Education will be used. The school day will include at least 4 hours of instruction as delineated in the Building Level Restart Plans Instructional aides will work with part of the class in-person and/or online while the teacher works with the remainder of the class.	Superintendent	Director of Curriculum, Instruction and Assessment	Not Applicable	NA	2020-2021 School Calendar as adopted by the Board of Education Building Level Restart Plans Membership list for the district-level Restart Committee

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Establish a Broad-Based District Restart Committee that works in coordination with the building level Pandemic Response Teams and other health and governmental agencies</p> <p>(First Meeting conducted 7/27/20)</p>		<p>Every lesson must include a short answer assignment/quiz. A student will be marked “present” when they submit the assignment/quiz. This includes in-person, live-streamed and Google Drive recorded lessons.</p> <p>A student who does not complete the required assignment/quiz for each class will be marked absent. As a result, they will not be permitted to participate in extra-curricular activities on that day.</p>					
	<p>Provide professional develop in order to use technology to meet the needs of ELL students</p>	<p>Printed material will be provided in various languages via Google.</p> <p>The Director of Curriculum, Instruction and Assessment will provide in-service materials to the staff during the first three professional development days prior to school opening. This will include the multi-lingual features of the new and current instructional materials as well Google for Education.</p> <p>The ELL support teachers will also assist their peers when working with students who are not fluent in English.</p>	<p>Director of Curriculum, Instruction and Assessment</p>	<p>Principals</p>	<p>TBD</p>	<p>TBD</p>	<p>None at this time.</p>

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<p>Establish a Broad-Based District Restart Committee that works in coordination with the building level Pandemic Response Teams and other health and governmental agencies</p> <p>(First Meeting conducted 7/27/20)</p>	<p>Implement services delineated in IEPs and 504 Plans</p>	<p>The Supervisor of Special Services and Child Study Team will review IEPs and 504 Plans to be certain that the required services are provided to the greatest extent possible.</p> <p>It is the goal of the district to provide in-person instruction to students being served in self-contained classes. Parents may request remote learning of course.</p> <p>Related services such as occupational therapy, physical therapy and speech therapy will be provided in-person.</p> <p>Parents may request that their child receive related services remotely. Requests for remote services must be submitted to the case manager. If the only related service is Speech, the parent will make the request to the Special Therapist.</p>	<p>Supervisor of Special Services</p>	<p>Child Study Team Staff</p>	<p>None at this time.</p>	<p>None at this time.</p>	<p>None at this time.</p>
	<p>Provide for the needs of medically fragile students by use of virtual instruction.</p>	<p>Medically fragile students will be provided with a completely remote learning program. A parent may request that the student be placed in the hybrid program but this request will be reviewed by the Supervisor of Special Services in consultation the School Physician.</p>	<p>Supervisor of Special Services</p>	<p>Child Study Team Nurses Staff</p>	<p>None at this time.</p>	<p>None at this time.</p>	<p>None at this time.</p>
	<p>Implementation of NJDOE flexible guidelines for Mentoring of non-tenured teachers and evaluation of educators</p>	<p>As always, buddy teachers will be assigned to experienced teachers new to Paulsboro.</p> <p>Again, as always, mentor teachers will be assigned to novice teachers. All requirements of NJDOE will be met.</p> <p>The Director of Curriculum, Instruction and Assessment will conduct a meeting of new</p>	<p>Director of Curriculum, Instruction and Assessment</p>	<p>Principals</p>	<p>None at this time</p>	<p>None at this time.</p>	<p>None at this time.</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Establish a Broad-Based District Restart Committee that works in coordination with the building level Pandemic Response Teams and other health and governmental agencies		teachers, buddy teachers and mentor teachers as well as principals in order to explain the guidelines for mentoring and evaluation. The meeting content will place special emphasis on completing these tasks remotely.					
	Establish and/or clarify the roles and responsibilities of every member of the staff	Each “Lead Person” listed in this plant will review the job description for staff members under their supervision. If changes need to be made, they will be recommended to the Superintendent for presentation to the Board of Education.	“Lead Person” Superintendent	Administration	Not applicable	NA	None at this time.
Establish Broad-Based School Level Pandemic Response Teams. These Teams insure implementation of the District Plan as well as make the needed adjustments specific to each school building	Not Applicable (Checklist Item 6)	The Pandemic Response Teams have been created for each school building.	Principals	Staff and Administration	Not applicable	NA	List of the membership of the Pandemic Response Teams for each school

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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Key Area 3: Policy and Funding - Includes preparing the facilities, purchasing supplies, transporting students and feeding students. The Key Area also focuses on how to effectively utilize existing and pending Federal and State resources while complying with legislative guidelines, regulations and guidance.							
Explore options and strategies to maximize the amount of funding available via the Elementary and Secondary School Emergency Relief Fund, Federal Emergency Management Agency, Public Assistance, CARES, Digital Divide Monies and State School Aid	Not Applicable	This review is underway The review includes e-rate reimbursement	Business Administrator	Superintendent Supervisor of Special Services Director of Curriculum, Instruction and Assessment	Not applicable	NA	None at this time.
Review policies in terms of funding sources purchasing practices, use of reserve accounts, transfers, etc.	Not Applicable	This review is underway	Business Administrator	Superintendent	Not applicable	NA	None at this time.
Revise the 2020-2021 Budget to account for the loss of \$714,000 of State School Aid	Not Applicable	This review is underway and will be submitted to the NJDOE by August 14, 2020 in anticipation of BOE approval on August 25, 2020.	Superintendent and Business Administrator	Administration	Not applicable	NA	None at this time.

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Key Area 4: Continuity of Learning – Except where specifically stated, the elements of this Key Area are “additional considerations” that may be helpful when considering the special needs of students with disabilities, English Language Learners (ELL), homeless youth and low-income students.</p>							
<p>Ensure the delivery of special education and related services</p>	<p>Post-Secondary Plans</p>	<p>Please comments related to IEPs elsewhere in this plan. The case managers will review IEPs with a focus on implementation of the post-secondary plan</p>	<p>Supervisor of Special Services</p>	<p>Child Study Team Staff</p>	<p>TBD</p>	<p>TBD</p>	<p>None at this time.</p>
	<p>Out of District, Choice Schools, etc. Schedule Coordination</p>	<p>The Supervisor of Special Services is considering how the district might coordinate with the Out of District Schools, Choice Schools, Greenwich Township, etc. to arrange for those children to have the same “Red”/ “White” Group schedule as their siblings? He is also working with case managers to be certain the IEPs are being implemented by out of district schools.</p>	<p>Supervisor of Special Services</p>	<p>Child Study Team Staff</p>	<p>TBD</p>	<p>TBD</p>	<p>None at this time.</p>
<p>Ensure that every student has access to the required technology and Internet access to continue learning remotely</p>	<p>Not applicable</p>	<p>The district is conducting a survey to determine how many students do not have a computer, laptop or tablet for use in their home. The same survey obtains information about Internet access. (Checklist Item 7a) The survey results indicate that 90% of the families have high speed unlimited Internet access in their homes. This suggests that the district may need to provide Internet access to about 100-200 students. The mifi devices have been ordered.</p>	<p>Director of Technology</p>	<p>Director of Curriculum, Instruction and Assessment Principals</p>		<p>TBD</p>	<p>Parent Survey - https://forms.gle/CSqCwCsCEB9UgEUdA Teacher Survey - https://forms.gle/LWweJzvqnr1GoRsr6</p>

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Ensure that every student has access to the required technology and Internet access to continue learning remotely</p>		<p>The survey results indicate that 60% of the families have a computer, laptop or table with camera and sound in the home. This suggests that approximately 400-500 families don't have the equipment. The district is preparing 400 laptops for deploy to homes. Approximately, 150 Chromebooks have been ordered.</p> <p>To the greatest extent possible, laptops and mifi devices will be issued to students who do not have this technology at home. This district should be ready with 300 to 400 computers. (Checklist Item 7b)</p> <p>The hope is that families that have the required technology at home should use it rather than asking to have school computers and Internet issued to them. (Checklist Item 7c)</p> <p>The technology department is arranging to allow teachers to record lessons for playback later. This will be done via Google Drive that has unlimited capacity.</p> <p>At present, approximately 60 teachers can live stream lessons at one time. With the addition of mifi devices for instructors it is possible for every teacher will be able to live-stream at once.</p> <p>Some security issues with mifi exist such as logging on to other networks (Dunkin Donuts).</p>			<p>450 mifi have been ordered or are in inventory</p> <p>Seek staff and/or arrange overtime for the technology staff.</p> <p>Ordered approximately 50 USB WiFi adaptors for the teacher desktop computers so that they can accommodate the mifi devices.</p> <p>Ordered 115 cameras so that teachers can live-stream lessons from the desktop computers in classrooms.</p> <p>Do Letter of Intent for Technician overtime.</p> <p>Do a Letter of Intent for extra</p>		

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

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<p>Ensure that every student has access to the required technology and Internet access to continue learning remotely</p>		<p>Once a laptop is assigned to a student it must remain at home. It cannot be used on the school network until it is re-imaged.</p> <p>The district will create a physical technology help desk in order to issue computers and mifi device and “trade out” computers that may need a repair. The physical Help Desk will be located in the PHS Library. (Checklist Item 7d)</p> <p>The district ordered approximately 150 Chromebooks to continue to close the digital divide as the school year progresses. Laptops, mifi devices and Chromebooks will be issued throughout the school year as needed.</p> <p>Computers and mifi will be issued beginning on Monday, August 24, 2020. Appointments will be made via the Principals.</p> <p>The Physical Help Desk will serve students by appointment only. Appointments will be made via Techsupport@paulsboroschools.org The Physical Help Desk will only respond to requests to resolve problems with school owned computers and mifi devices.</p> <p>The Director of Technology is reviewing how teachers student participation in remote learning. (Attendance and did a student access a recorded lesson by illustration)</p>			<p>hours for the Director of Technology</p> <p>Place ad for part-time tech.</p> <p>Approximately 150 Chromebooks have been ordered for use in two grade levels as a field test. Chromebooks are back ordered until at least December 2020.</p>		

Paulsboro Public Schools – Restart Plan – Draft For Submission to NJDOE – August 6, 2020

Anticipated Minimum Standard	Components	Paulsboro Plan	Lead Person	In Consultation With	What Do We Need to Purchase	Cost	Attachments
<p>Ensure that every student has access to the required technology and Internet access to continue learning remotely</p>		<p>First line of support is for students to report technology problems their teacher. If the teacher cannot solve the problem, they notify the technology staff for assistance at techsuppor@paulsboroschools.org. The Technicians will review the matter and make an appointment to resolve the problem.</p> <p>Only school assigned emails will be used.</p> <p>When available the district may switch over to Chromebooks.</p> <p>A survey is underway for both staff and students to determine technology needs.</p>					
<p>Provide professional development needed so that teachers can work in a hybrid learning environment</p>	<p>Not applicable</p>	<p>Google for Education – Level 1 Training is mandatory (Teachers, Aides and Administrators).</p> <p>Staff members have been encouraged to take this course during the summer.</p> <p>If a staff member takes and passes the Google for Education training, the district reimburses the cost of the examination (\$10).</p> <p>A significant part of the In-Service Program for the first three days of 2020-2021 will be dedicated to Google or Education training.</p>	<p>Director of Curriculum, Instruction and Assessment</p>	<p>Principals</p>	<p>TBD</p>	<p>TBD</p>	<p>None at this time.</p>

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Anticipated Minimum Standard	Components	Paulsboro Plan	Lead Person	In Consultation With	What Do We Need to Purchase	Cost	Attachments
<p>Provide professional development needed so that teachers can effectively use pre-assessments and formative assessments in order to match instruction to student readiness.</p>	<p>Not applicable</p>	<p>The Director of Curriculum, Instruction and Assessment will conduct an online meeting including all teachers for the purpose of explaining the importance of pre-assessment and formative assessment as a result of the prolonged school closure. The presentation will include information about the disproportionate impact of this closure on minority and low-income students. The Director will provide examples of how to develop and interrupt these assessments.</p> <p>Special attention will be given to the significant gap in learning that occurred as a result of rapidly closing the schools for in-person instruction (mid-March – June) and the typical Summer Lag (July and August).</p> <p>Special attention will also be given to the more advanced learners who did not have full access to the school resources from mid-March to September 2020.</p>	<p>Director of Curriculum, Instruction and Assessment</p>	<p>Principals</p>	<p>TBD</p>	<p>TBD</p>	<p>In-service agenda for September 1,2 and 3, 2020</p>
<p>Career and Technical Education (CTE) Programs</p>	<p>Paulsboro High School does not offer CTE programs but it does have a woodshop and lab science courses</p>	<p>The Paulsboro High School Principal will need to work with the Woodshop and Science teachers as well as the Director of Curriculum, Instruction and Assessment to be certain that the “hands-on” portion of these courses continues to the greatest extent possible.</p>	<p>Paulsboro High School Principal</p>	<p>Teachers</p>	<p>TBD</p>	<p>TBD</p>	<p>None at this time.</p>

Timeline for Implementation

Date	Event
April 2020	Paulsboro administrators begin meeting to plan for the opening of the 2020-2021 school year.
June 24	Governor Murphy releases “The Road Back” which mandated that every school develop a Restart Plan for the 2020-2021 school year.
July 24	Governor Murphy amends “The Road Back” to include the option that parents may select a completely remote learning option for their children.
July 27	Meeting of the District Restart Committee
July 30	First Frequently Asked Questions released to parents and staff
July 28-31	Parent and Staff Survey to determine availability of technology, selection of remote or hybrid learning and staff medical needs requiring them to work remotely
August 5	Administrators submitted remaining Restart Plan attachments to the Superintendent
August 7	Restart Plan submitted to the Executive County Superintendent of Schools
August 7	Restart Plan emailed to members of the Board of Education, Restart Committee, Dr. Dawson and Staff
August 7 and 14	Fall sports physicals
August 10	Restart Plan posted on the district website Restart tab, Facebook and Twitter. This posting will include attachments to the Plan
August 10-14	Meeting of the building level Pandemic Response Teams
August 10-28	Teachers schedule appointments with principals to set up rooms similar to procedure used to visit and remove items from rooms June. Schedule coordinated with Supervisor of Facilities
August 14	Principals release building level Restart Plans to parents
August 18	Last day for parents to select a fully remote learning program for their children
August 14	Revised 2020-2021 School Budget Submitted to the Gloucester County Office of Education
August 24	First day that computers and mifi devices are issued to students
August 25	Board of Education approves the Restart Plan and associated items
August 25	Board of Education approves the Revised 2020-2021 School Budget
August 26	Opening In-service Agenda issued to staff
August 28	Walk-Through of buildings to be certain that they are ready to open.
August 28	Interim Superintendent Walt Quint ends service to the Paulsboro Public Schools
August 29	Incoming Superintendent Dr. Roy Dawson III begins service to the Paulsboro Public Schools
September 1,2, 3	Teacher In-Service
September 8	Schools open for students

Restart Plan Attachments

Item	District	Billingsport Early Childhood Center	Loudenslager Elementary School	Paulsboro Junior-Senior High School
Paulsboro Public Schools Restart Plan - Draft for Submission to NJDOE - August 6, 2020	0	NA	NA	NA
Membership of Restart Committee	1	NA	NA	NA
Membership Pandemic Response Team	NA	2	3	4
Basic District Plan for Hybrid and Remote Instruction	5	NA	NA	NA
Written Plan for Building Level Hybrid and Remote Learning	NA	6	7	8
Written Plan for Building Level Hybrid and Remote Learning Preschool	NA	9	NA	NA
PowerPoint for Building Level Hybrid and Remote Learning	NA	10	11	12
PowerPoint for Building Level Hybrid and Remote Learning Preschool	NA	13	NA	NA
Policy 1250 Visitors	14	NA	NA	NA
Policy 3510 Operation and Maintenance of Plant	15	NA	NA	NA
Cleaning and Disinfecting Procedures	16	NA	NA	NA
Policy 3541.33 Transportation Safety	17	NA	NA	NA
Policy 5141.2 Illness	18	NA	NA	NA
Policy 5141.3 Health Examinations and Immunizations	19	NA	NA	NA
Policy 6173.1 Remote Learning with Procedure	20	NA	NA	NA
Procedure for Transition Between Remote and Hybrid Learning and Parent Form	20.1	NA	NA	NA
Frequently Asked Questions – July 30, 2020	21	NA	NA	NA
Parent Survey	22	NA	NA	NA
Results of Parent Survey	23	NA	NA	NA
Staff Survey	24	NA	NA	NA
Staff Survey Results	25	NA	NA	NA
Emergency School Closure Plan	26	NA	NA	NA
In-service Agenda September 1,2,3 District and Building Level	27	NA	NA	NA
Screening Procedure for Staff and Students	28	NA	NA	NA
2020-2021 School Calendar	29	NA	NA	NA

Date of Restart Committee Meeting: July 27, 2020

Date of Presentation to the Board of Education: August 25, 2020

Date of Approval by the Board of Education: Anticipated August 25, 2020