



# HIGH POINT REGIONAL HIGH SCHOOL REOPENING PLAN 2020-21 SCHOOL YEAR

299 Pidgeon Hill Rd.  
Wantage, NJ 07461



**HIGH POINT REGIONAL HIGH SCHOOL**  
299 PIDGEON HILL ROAD – SUSSEX, NJ 07461-2733

***Reopening Plan***

July 2020

Dear High Point Community:

Enclosed is High Point's ***Reopening Plan***. It provides a comprehensive overview of our district's plans for a safe and successful opening of our school in September. However, the rapid pace at which circumstances have evolved since March 13, 2020 will likely continue. This plan will adapt and change as needed. The most recent version of this plan will continue to be posted to our website for your review.

We are thrilled to be returning to in-person instruction this fall! Although we did our very best to address every facet of reopening, we know that there will still be concerns. As such, we will continue to work with parents, staff and students to ensure that our return to school is successful.

Through our website, email system and social media, we will continue to provide you with information in a timely manner. Please do not hesitate to contact us should you have any questions.

On behalf of the High Point Board of Education and our entire staff, thank you for your trust and support.

Sincerely,



Scott Ripley

# Mission Statement



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## *Mission Statement*

*High Point Regional High School, in partnership with staff, family and community, is dedicated to the quest for individual excellence. By fostering high standards of achievement, we prepare students to become responsible and productive members of a diverse society.*



# Communication & Responsiveness

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Communication with stakeholders will continue to be provided on a regular basis through our district's website - [www.hpregional.org](http://www.hpregional.org)





# Communication & Responsiveness

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## Public Presentation of Reopening Plan at July 28, 2020 Board of Education Meeting

Leadership & Planning: SCHEDULING

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High Point Regional High School 2020-21 Bell Schedule

				MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				A	B	ALL STUDENTS ALL REMOTE	A	B
				RED - A	RED - B	WILDCAT DAY	SILVER - A	SILVER - B
BLOCKS	Start	End	Min.	Periods:	Periods:	REMOTE	Periods:	Periods:
1	7:35	8:27	52	1	1	(1) 8:30-9:00	5	5
2	8:32	9:22	50	2	2	(2) 9:05-9:35	6	6
3	9:27	10:17	50	3	3	(3) 9:40-10:10	7	7
4	10:22	11:12	50	4	4	(4) 10:15-10:45	8	8
TRANSITION	11:12	1:00	108	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION
				ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE		ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE
V1	1:00	1:30	30	5	5	(5) 11:30-12:00	1	3
V2	1:40	2:10	30	6	6	(6) 12:05-12:35	2	4
						(7) 12:40-1:10		
						(8) 1:15-1:45		

9:49 / 15:03

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# COVID-19 Related School Plans



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This is the third comprehensive plan High Point has published regarding its response to COVID-19.

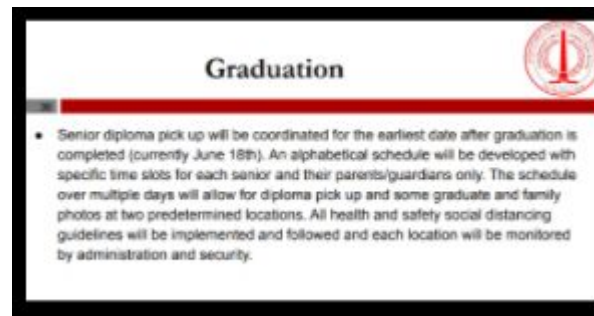
## [Health Related Preparedness Plan](#)

[\(March 2020\):](#)



## [Health Related Closure Plan](#)

[\(June 2020\)](#)





# Collaboration with Stakeholders

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**During the past month, High Point's Administrative team has collaborated with the following stakeholder groups:**

- **Staff**
- **Students**
- **Parents**
- **Municipal Officials**
- **Legal Counsel**
- **Insurance Experts**
- **Medical Consultants**
- **HP Sending Districts**
- **Food Services**
- **Law Enforcement**
- **Neighboring School Districts**
- **HP Education Association**
- **NJ Department of Education**
- **NJ School Boards Association**



# Collaboration with Stakeholders

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## Surveys:

More than 700 responses were received from surveys distributed to all staff, students and parents.



High Point Reopening Survey - STAFF  
(Summer 2020)

## Task Force:

80 stakeholders, including staff, students, parents, Board members, and members of the community have served on our Reopening Task Force.

HPRHS Reopening Task Force Committees
<b>Committee At-Large</b>
All Stakeholder Volunteers
<b>"Pandemic Response Team"</b>
Faculty-Staff-Students-Security-Technology-Maintenance-Nurse-Transportation
<b>SUBCOMMITTEES</b>
Facility Operations & Logistics
Health & Safety
Curriculum & Instruction
Personnel, Finance
Athletics & Activities





# Reopening Task Force Structure

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## HPRHS Reopening Task Force Committees

### Committee At-Large

All Stakeholder Volunteers

### "Pandemic Response Team"

Faculty-Staff-Students-Security-Technology-Maintenance-Nurse-Transportation

### SUBCOMMITTEES

Facility Operations & Logistics

Health & Safety

Curriculum & Instruction

Personnel, Finance

Athletics & Activities

Communication & Community Resources



# Task Force: Committee At-Large

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- Broad cross section of stakeholders representing all six municipalities.
- Subcommittees will report back to to the Committee At-Large.

Committee At-Large Meeting Dates	Format
Monday - 7/6/2020 @ 7:00 p.m.	Virtual
Wednesday - 7/22/2020 @ 6:00 p.m.	Virtual
Tuesday - 8/11/2020 @ 6:00 p.m.	Virtual
Tuesday - 8/25/2020 @ 6:00 p.m.	HP Media Center
* Tuesday, July 28 HPRHS Board of Education Meeting	

# Thank You Task Force Members!



Itala Altamirano	Gib Carter	Eileen Farinella	Collette Maat	Libby Rieger	Joe Southard
Deborah Anderson	Diane Castle	Brian Feuer	Janice Matthews	Michele Rieger	Nicholas Southard
Harriet Anderson	Julianna Conklin	Carmen Folz	Caroline McCormick	Scott Ripley	Denise Straway
Thomas Antcliff	Joseph Corazza	Heather Gonzalez	Stephen McGrath	Robyn Platz	Rohit Suri
Spencer Arnold	Kevin Craig	Ken Grisback	Kristen Meichsner	David Ruppert	Jon Tallamy
Aaron Baker	Erica DeGeorge	Carl Hensal	John Meyer	William Sabo	Gayle Tidona
Getta Bakker	Tasha DeGeorge	Lisa Hodgins	Art Mina	Kirstin Sabo	Todd VanOrden
Stacie Bortnick	Todd Deming	Maryam Holder	Patricia Nugent	Rebecca Sarno	Beata Wilk
Bill Brottman	Aldo Deodino	Jessica Imhof	Shannon Percey	Peter Schoch	June Williams
Christine Cairns	Chris Dexter	Lorri Kaufman	William Percey	Lis Schuman	Christina Wyble
Seamus Campbell	Kayla Diee	William Kehoe	Dan Perez	Mia Sciabica	Dan Yardley
Elise Cantu	Todd DiNetta	Krista LaBar	Melanie Portilla	Tracey Shauger	Elke Yetter
Lucy Cantu	Christine Donatello	Matt LaBar	Cheryll Post	Randy Shorr	
Frank Cardinale	Brian Drelick	Lindsay LeDuc	Sue Pulkstenis	Jill Shrope	
Lauren Cardinale	Wayne Dunn	Natalie Lewis	Coleen Ranzan	LeeAnn Smith	
Laura Carr	Nanette Fandino-Diaz	Kory Loyola	Jim Rice	Steven Smith	



# Daily Planning Team:

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Scott Ripley  
Superintendent



Jon Tallamy  
Principal



Seamus Campbell  
Director of Curriculum  
& Instruction



Aldo Deodino  
Supervisor of  
Humanities



Brian Drelick  
Supervisor of  
STEM



Lindsay Young  
Assistant  
Principal



Chris Dexter  
Athletic Director/  
Supervisor of  
Health & PE



Gib Carter  
Supervisor of  
Pupil Personnel  
Services



June Williams  
Transportation  
Coordinator



Stephen McGrath  
Head of Grounds  
& Maintenance



Jim Rice  
Director of  
Safety & Security



Dan Yardley  
District  
Technology  
Coordinator



# Pandemic Response Team:

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Superintendent	Scott Ripley	Principal	Jon Tallamy
Director of Curriculum & Instruction	Seamus Campbell	Supervisor of Humanities	Aldo Deodino
Assistant Principal	Lindsay LeDuc Young	Supervisor of STEM	Brian Drelick
Assistant Principal - Pupil Personnel Services	Gib Carter	Director of Safety & Security	Jim Rice
Faculty	Kyra Whelan Jessica Imhof Dave Ruppert Rebecca Sarno	Head of Grounds & Maintenance	Stephen McGrath
CST/Counselors	Kyra Whelan Marie Sullivan Andrew Murray	District Technology Coordinator	Dan Yardley
Counselor/SAC	Jessica Imhof	Transportation Coordinator	June Williams
Security	Al Chiapperino NJSTP Rob Bowness	Parent Representative	Lauren Cardinale
School Nurse	Maryam Holder		





# TIMELINE

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- **March 10:** Half day schedule for students and professional development session for staff to prepare for the transition to remote learning.
- **March 11:** HPRHS [Health Related Preparedness Plan](#) published on district website.
- **March 13:** Virtual assembly held with all students and streamed to community announcing plans to begin remote learning.
- **March 16:** First day of remote learning.



# TIMELINE

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- **May 20:** [Health Related Closure Plan](#) published on district website.
- **June 18:** Last day of remote instruction; start of summer recess.
- **June 26:** NJ department of Education releases guidelines for reopening schools in September - "[The Road Back](#)."
- **June 26:** Dr. Ripley invites all staff and parents to join High Point's Reopening Task Force.



# TIMELINE

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- **July 6:** More than 70 High Point stakeholders participate in the initial Reopening Task Force Committee At-Large meeting.
- **July 8:** Survey regarding reopening distributed to all students, parents and staff.
- **July 13-20:** Stakeholders participated in six subcommittee meetings for the Reopening Task Force.
- **July 21:** Virtual staff meeting held to discuss scheduling parameters for September.



# TIMELINE

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- **July 22:** Second Committee At-Large meeting held for members of the Reopening Task Force.
- **July 28:** HPRHS Board of Education meeting - Reopening Plan presented publicly and submitted for Board consideration.
- **August 11:** Reopening Task Force Committee At-Large holds third meeting.
- **August 25:** “Walk in Their Shoes” - Stakeholders from the Task Force participate in a walk-through of riding the bus, temperature checks, in-person and remote classes, etc.



# TIMELINE

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- **August 6-10:** Students and parents notified of specific cohort (A or B).
- **August 7:** Survey distributed to all parents regarding full-time remote learning.
- **August 10-28:** All certificated staff participate in one or more professional development trainings on-site.
- **August 25:** Reopening Task Force Committee At-Large holds fourth meeting.





# TIMELINE

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- **September 1-2:** In-service training for all staff.
- **September 3:** First day of in-person classes for Cohort A.
- **September 4:** First day of in-person classes for Cohort B.

# Spring 2020:

## Lessons Learned from Remote Instruction:

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### Strong Success:

- Collaborative, positive spirit permeated the HP learning community.
- Transition to an entirely new mode of instruction was cohesive.
- Successful use of Classroom, Google Meet, Zoom, Flipgrid and other tools by staff and students.
- Staff maintained high expectations and even led 400+ students through the process of taking AP tests from home.
- HP leadership effectively bridged the digital divide, providing students with data embedded Chromebooks and other resources.
- Food security was effectively addressed with meal distribution at High Point and in some cases delivered to families.
- The use of videos, email, virtual staff meetings and the Health Related Closing section of our website allowed for strong, persistent communication.
- Delivering caps and gowns to every student's home and conducting a wonderful virtual graduation provided particular support to our graduates and their families.

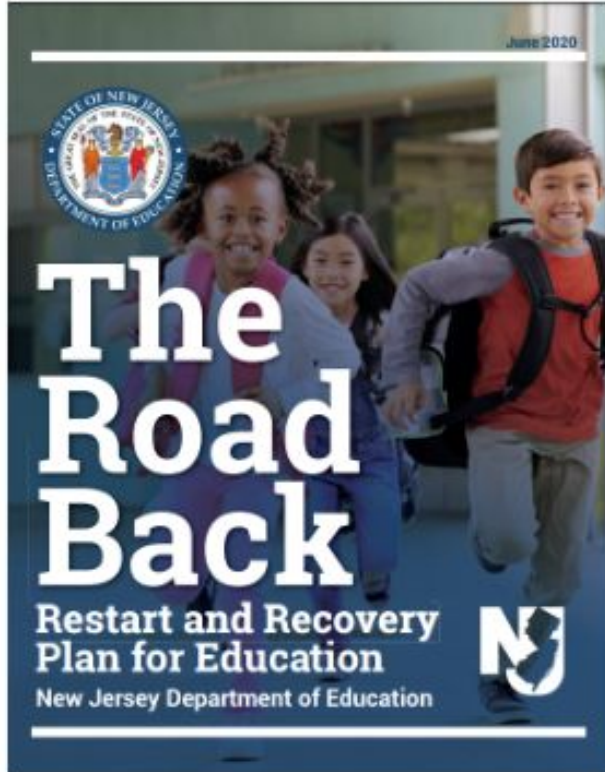
# Spring 2020:

## Lessons Learned from Remote Instruction:

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### Improvement Needed:

- Clearer expectations are needed regarding the format, frequency and required nature of virtual class sessions.
- Strategies for helping students who have disconnected from remote learning need to be evaluated and enhanced.
- The Social and Emotional needs of staff and students need increased attention.
- More devices and “hot-spot” assistance is needed to further close the digital divide.
- More consistent use of remote learning tools by staff will enable students to experience remote learning in all eight classes more efficiently.



# “THE ROAD BACK” @ HPRHS

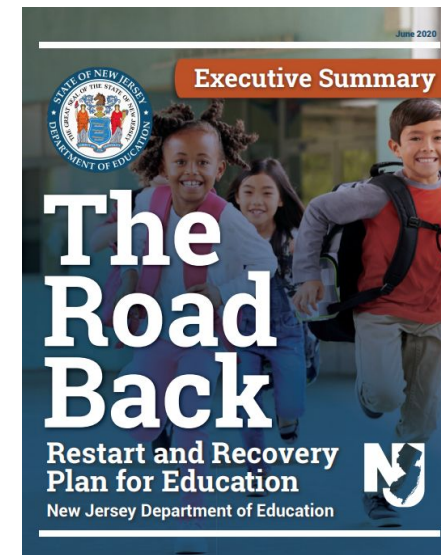
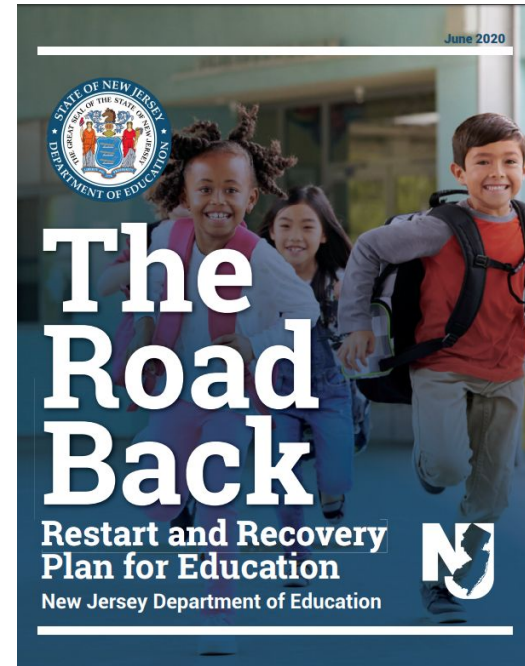
299 Pidgeon Hill Rd.  
Wantage, NJ 07461



# NJDOE “The Road Back”

\* Friday, June 26, 2020 The New Jersey Department of Education released its guidelines for reopening. The NJDOE plan requires schools to open for in-person instruction in September 2020 and for reopening plans to address four areas:

1. Conditions for Learning
2. Leadership & Planning
3. Policy and Funding
4. Continuity of Learning







# Conditions for Learning

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## **10 key areas High Point will address in its reopening plan which relate to Conditions for Learning:**

1. General Health and Safety Guidelines
2. Classrooms, Testing, and Therapy Rooms
3. Transportation
4. Student Flow, Entry, Exit, and Common Areas
5. Screening, PPE, Response to People Presenting Symptoms
6. Contact Tracing
7. Facilities Cleaning Practices
8. Meals
9. Recess/Physical Education
10. Extracurricular Activities; Use of Facilities Outside of School Hours



# Conditions for Learning

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## 1. General Health and Safety Guidelines:

- All persons inside HPRHS will be required to wear face coverings.
- All persons entering the building will complete a daily health screening which will include a temperature check (temperature check may be done at home or at school, details TBD).
- Persons identified through screening to be symptomatic, including those with a temperature of 100.4 or higher, will be kept home or will be quarantined in a discrete and respectful manner.
- Field trips are suspended until further notice.
- Students will receive guidance regarding the importance of frequent and thorough hand washing.
- Students will be directed to wash their hands throughout the day, and specific classes will incorporate hand washing into their daily routine.



# Conditions for Learning

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## 1. General Health and Safety Guidelines (continued):

- Restroom access will be limited and monitored by staff.
- Signage throughout High Point's campus will reinforce the need to follow basic safety protocols (wearing masks, six-foot distance, hand washing, etc.).
- Each classroom will have a dispenser for hand sanitizing.
- Classroom windows will be opened during the hours of instruction for air flow purposes.
- HEPA air purifiers will be utilized in several classrooms.
- Air filters have been purchased and will be installed as part of our overall HVAC system.
- Personalized accommodations (schedule, PPE, transportation, dietary) will be provided on a case by case basis for staff and students who have underlying health conditions.



# Conditions for Learning

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## 2. Classrooms, Testing and Therapy Rooms:

- The daily schedule will accommodate a reduced student population for in-person instruction. Students not in the building will take part in remote learning.
- Staff and students are required to wear face coverings regardless of class size.
- If in-person testing is necessary, testing will incorporate the use of areas that are conducive to social distancing (auditorium, gymnasium, cafeteria).
- Offices and classrooms will be cleaned and disinfected each day, and in some instances, multiple times throughout a school day.
- Support services (speech, counseling, reading) will be provided and when social distancing cannot be maintained, masks will be worn by staff and students.



# Conditions for Learning

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## 2. Classrooms, Testing and Therapy Rooms (continued):

- Instructional activities which typically incorporate physical resources which are shared among students (athletic equipment, art supplies, science lab resources, etc.) will be revised to reduce or eliminate the use of these shared items. In cases where students do use these resources, they will not be shared by students without being cleaned and sanitized after each student uses the resource.
- While maintaining social distance, and at the discretion of the classroom teacher, students may be permitted to drink water, as needed; allowing students to go into the hallway to drink water is one example of an approach classroom teachers may utilize to ensure social distancing is maintained.





# Conditions for Learning

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## 3. Transportation:

- Face coverings are required to be worn at all times on busses.
- Given that High Point will be operating at half student capacity, busses will be operating with reduced occupancy.
- Students will depart school in a staggered fashion to promote social distancing.
- District busses will be cleaned and disinfected between routes and at the end of each school day.
- When busses owned and operated by third-party contractors are used to transport High Point students, those private contractors will provide the district with a detailed plan regarding cleaning and disinfecting protocols.
- High Point will run a late bus (approximately 5:30 p.m.) to support students participating in extracurricular activities.



# Conditions for Learning

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## 4. Student Flow, Entry, Exit and Common Areas:

- Persons identified through screening to be symptomatic, including those with a temperature of 100.4 or higher, will be quarantined in a discrete and respectful manner.
- Face coverings are required to be worn at all times while in the building, with exceptions made for eating food, medical necessity, the delivery of speech therapy and other acute circumstances. In these instances where masks are not worn, strict social distancing protocols will be followed.
- The use of common areas will be regulated and monitored by staff to promote social distancing.
- Students will depart school in a staggered fashion to promote social distancing.
- Administration and security staff have developed and reviewed a detailed flow chart specifying exact locations for students entry and exit.



# Conditions for Learning

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## 5. Screening, PPE, Response to Students & Staff Presenting

### Symptoms:

- All staff and students will be screened before entering the building (confirmation of completed health form), and will be required to take their temperature before arriving at school. By having parents take their child's temperature, it reinforces the critical role parents must play in being alert for signs of illness, screening their child each day, and keeping their child home from school if they are sick or appear to be symptomatic.
- Staff and students who arrive at school without having completed a health survey that day, will be screened by staff and will have their temperature taken, and be required to complete the form on-site.
- Persons with a temperature of 100.4 or higher, or who present as symptomatic will be quarantined in a discrete and respectful manner. In accordance with the need for discretion, the precise location of isolation room(s) is not included in this plan.



# Conditions for Learning

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## 5. Screening, PPE, Response to Students & Staff Presenting Symptoms (continued):

- Anyone who is symptomatic will be denied full access to the building, and will be quarantined in a discrete isolation room.
- Face coverings have been ordered and will be distributed in September. Additionally, staff and students may use their own masks.
- An individual who is believed to have COVID-19 and who is directed to isolate and then quarantine, may return to school at the conclusion of the period of proscribed quarantine, as long as they are symptom free (per NJDOH guidelines).
- Screenings will be conducted discreetly and in accordance with privacy laws. Special student needs will be accommodated.



# Conditions for Learning

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## 5. Screening, PPE, Response to Students & Staff Presenting Symptoms (continued)

- If the district becomes aware that a staff member or a student has tested positive, the district will contact the Sussex County Department of Health and follow their directions regarding contact tracing.
- Thorough records pertaining to attendance and seating charts for classrooms and busses will be maintained to assist with contact tracing.
- Students and staff who are required to quarantine will be readmitted in accordance with New Jersey Department of Health guidelines.



# Conditions for Learning

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## 5. Screening, PPE, Response to Students & Staff Presenting Symptoms (continued)

- As per the NJDOH, if a staff member or student is directed to quarantine (typically for 14 days) as a result of having had “close contact” with a person with COVID-19, the individual must quarantine for the entire 14 days, even if they test negative. Negative tests indicate that a COVID-19 viral load is not high enough at the moment the test is administered to register a positive test result, but such a negative test result is not conclusive that the person will not develop COVID as a result of having had close contact.



# Conditions for Learning

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## 6. Contact Tracing:

- Upon notification that a student or staff member who has been in the school, or who has participated in-person in school activities, has tested positive for COVID-19, High Point will work with the SCDOH to determine the precise steps to be taken regarding contact tracing.
- High Point's procedures for contact tracing will be done in consultation with the Sussex County Department of Health and the Sussex County office of the Department of Education.
- If High Point becomes aware that an individual who was inside our school facility, or who participated in in-person school activities, tests positive for COVID-19, the school will notify local health officials as well as staff and families as appropriate. Reasonable measures to maintain the confidentiality of the individual who tested positive will be employed.





# Conditions for Learning

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## 7. Facilities Cleaning Practices:

- Restroom use will be restricted and monitored by staff.
- Restrooms will be cleaned and disinfected at the end of each school day, and in some instances, during the school day.
- Water fountains/fill stations will be shut down. Students and staff are encouraged to bring bottled water.
- While maintaining social distance, and at the discretion of the classroom teacher, students may be permitted to drink water, as needed; allowing students to go into the hallway to drink water is one example of an approach classroom teachers may utilize to ensure social distancing is maintained.



# Conditions for Learning

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## 7. Facilities Cleaning Practices:

- All areas of the building will be cleaned and disinfected each night.
- High contact surfaces and touchpoints will be disinfected either by wiping the area and/or spraying it with an electrostatic sprayer. The disinfectant is in every custodial closet dispensed at the proper dilution through a dispenser. Enviro-solution neutral 64 disinfectant will be used for this purpose.
- The rooms will then be closed to allow the 10 minutes of dwell time for the disinfectant.
- Bathrooms will be thoroughly cleaned nightly and sprayed down with disinfectant with either an electrostatic sprayer or a fogger.



# Conditions for Learning

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## 7. Facilities Cleaning Practices (continued):

- Once school is in session, bathrooms will be closed on a rotating basis basis for cleaning and disinfecting.
- Only half the bathrooms in a given area will be closed at any given time. This will provide for ample restroom space and for hand washing.
- Bathrooms will be inspected and disinfected during the time they are closed. The disinfectant will be dispersed by electrostatic sprayer and or a fogger.
- The restroom will remain closed until the surfaces are dry.

Custodian \_\_\_\_\_

Week Of: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Monday	Tuesday	Wednesday	Thursday	Friday	Daily Classroom Cleaning
					Clean desks and table tops
					Clean all non porous surfaces
					Dry mop and or vacuum the floor
					Empty the trash and recycling
					Remove any pencil marks or graffiti in room
					Check and fill sanitizer dispenser as needed
					Clean glass as needed
					Disinfect desks, tabletops, touchpoints
					Wet mop the floor
					Secure classroom windows and door
					<b>Daily Hallway-Lobby Cleaning</b>
					Dust mop Hallways
					Disinfect water fountains
					Disinfect touchpoints
					Vacuum mats
					Remove any graffiti
					Clean glass
					Disinfect exterior of lockers
					Wet mop
					<b>Daily Cafeteria Cleaning</b>
					Clean tables
					Dry mop the floor
					Remove garbage
					Disinfect tables
					Disinfect touchpoints
					Wet mop the floor

# Conditions for Learning

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## 7. Facilities Cleaning Practices (continued):

- Maintenance cleaning and disinfecting daily checklist



- Additional information regarding cleaning and disinfecting protocols: (added 8/18/20):

<https://drive.google.com/Ri212xzZl8/view?usp=sh>



# Conditions for Learning

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## 8. Meals:

- Students will be dismissed each day in a staggered manner between 11:12 and 11:45.
- High Point will not have a traditional lunch session.
- A limited menu, including pre-packed lunches will be available for students to purchase and bring home.
- High Point may offer breakfast. If breakfast is available, students will maintain social distancing in the cafeteria and the cafeteria will be cleaned and disinfected once breakfast has concluded.
- Staff members working a full work day will be permitted to have meals, but they must maintain social distancing while eating.
- Staff are permitted to remove masks for the purpose of eating, and are required to clean and disinfect the area in which they ate.



# Conditions for Learning

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## 9. Physical Education:

- **Physical Education Plan:**

- [https://docs.google.com/document/d/15n7FVe623\\_QGorXJnWu-IB5NJderqnrn8QEmmLYvy9c/edit?usp=sharing](https://docs.google.com/document/d/15n7FVe623_QGorXJnWu-IB5NJderqnrn8QEmmLYvy9c/edit?usp=sharing)

- Locker rooms will be closed until further notice. Students participating in physical education classes should come to school wearing attire that is appropriate for physical activity.
- Teachers will focus on individual skills rather than traditional team sports through the use of games and activities that require no physical contact or close proximity to each other.
- Health and Physical Education will play a key role in delivering a curriculum which incorporates Social and Emotional Learning.



# Conditions for Learning

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## 10. Extracurricular Activities; Use of Facilities (Outside Groups):

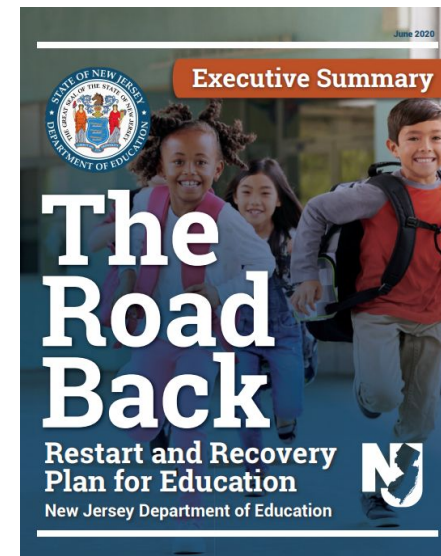
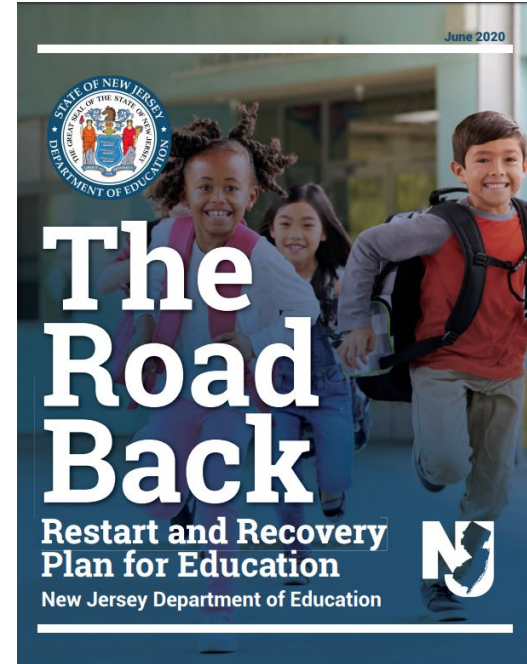
- High Point's facilities are not available for use by outside organizations until further notice. (exception: SAT's)
- High Point will follow the NJSIAA guidelines of athletic restart plan.  
[njsiaa.org](https://www.njsiaa.org)
- Clubs/activities will meet virtually until further notice.



# NJDOE “The Road Back”

\* Friday, June 26, 2020 The New Jersey Department of Education released its guidelines for reopening. The NJDOE plan requires schools to open for in-person instruction in September 2020 and for reopening plans to address four areas:

1. Conditions for Learning
2. Leadership & Planning
3. Policy and Funding
4. Continuity of Learning





# Leadership & Planning

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**Three key areas High Point will address in its reopening plan which relate to Leadership and Planning:**

1. Scheduling
2. Staffing
3. Athletics



# Leadership & Planning: SCHEDULING

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## 1. Scheduling:

- High Point developed its daily instructional schedule through a collaborative process which considered input from staff, students and parents.



# Leadership & Planning: SCHEDULING

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## 1. Scheduling:

- Remote Learning Schedule used in Spring 2020:
- This schedule, with some minor modifications to allow for breaks between each period and teacher “office hours” will be employed in the event that High Point needs to transition to a fully remote learning schedule.



3/18/20 Red Day

Period 1 - 9:00 - 10:00  
Period 2 - 10:00 - 11:00  
Period 3 - 11:00 - 12:00  
Period 4 - 12:00 - 1:00

For more information visit [www.hpregional.org](http://www.hpregional.org)



3/19/20 Silver Day

Period 5 - 9:00 - 10:00  
Period 6 - 10:00 - 11:00  
Period 7 - 11:00 - 12:00  
Period 8 - 12:00 - 1:00

For more information visit [www.hpregional.org](http://www.hpregional.org)  
#hprwildcats



# Leadership & Planning: SCHEDULING

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Since March 13, High Point's administrative team has met on more than 70 occasions to plan for the close of the school year, and our September reopening.

On June 26, the NJDOE released the guidelines for reopening.

As we discussed the specific details regarding our return to school, we started with a very broad focus. In each of the following areas we first sought to maximize the academic experience for students and teachers. Within each area, our plan was shaped by our top priority - the health and safety of students and staff.

- **Capacity**
- **Cohorts**
- **Instructional Periods**
- **Length of School Day**



# Leadership & Planning: SCHEDULING

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- **Capacity:** How many students should be in the building at one time? We first explored full capacity (860 students, 120 staff). We are now planning for 50% capacity, with two cohorts of students attending school each day.

**Narrowing for Safety**

Half capacity will enable us to open with a tremendous amount of square footage per staff and student.

It reduces possible congestion in hallways, lavatories, classrooms and busses.




# Leadership & Planning: SCHEDULING

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- **Cohorts:** Our first consideration was to develop these two cohorts by grade, allowing for individual classes to have all or most of the students present each time the class meets in person. We are now planning to build two cohorts which balance the number of students present each day in classes.

Having all freshman Biology students present at once is ideal for instruction, but it increases crowding.



**Narrowing for Safety**

An alphabetical/course balancing approach to dividing students would roughly double to square footage per student while in classrooms.





# Leadership & Planning: SCHEDULING

50

- **Instructional Periods:** Our first goal was to maximize the frequency with which teachers and students see one another, and we began to draft a schedule with all periods meeting each day. We are now planning to have four in-person instructional blocks each day.

**Narrowing for Safety**

By having four instructional blocks instead of eight, the length of those in-person classes is greater and more consistent with our normal schedule.

More importantly this reduces by 50% the number of times students change classes, thus reducing contact.




# Leadership & Planning: SCHEDULING

51

- **Length of School Day:** Obviously 7:35 to 2:27 was goal #1. We are now planning on a half day schedule with students leaving school at approximately 11:20.

For all NJ districts, lunch is arguably the most challenging aspect of developing a daily schedule.



**Narrowing for Safety**

Students **MUST** be six feet apart when eating and the area in which they eat must be thoroughly cleaned before it once again can be used.

Dismissing students at 11:20 bypasses most of these concerns.



# Leadership & Planning: SCHEDULING

52

High Pont's staff reviewed five sample schedules which incorporated the parameters just described. Their feedback was critical in selecting our schedule.


The following schedule incorporates 50% capacity, a half day schedule, and four in-person instructional blocks in the morning, with specific remote sessions in the afternoon.



# Leadership & Planning: SCHEDULING

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## High Point Regional High School 2020-21 Bell Schedule

					MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			Cohort:	Schedule:	A	B	ALL STUDENTS ALL REMOTE	A	B
BLOCKS	Start	End	Min.	Periods:	Periods:	REMOTE	Periods:	Periods:	
1	7:35	8:27	52	1	1	(1) 8:30-9:00	5	5	
2	8:32	9:22	50	2	2	(2) 9:05-9:35	6	6	
3	9:27	10:17	50	3	3	(3) 9:40-10:10	7	7	
4	10:22	11:12	50	4	4	(4) 10:15-10:45	8	8	
TRANSITION	11:12	1:00	108	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION	
			Cohort:	ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE		ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE	
V1	1:00	1:30	30	5	7	(5) 11:30-12:00	1	3	
V2	1:40	2:10	30	6	8	(6) 12:05-12:35	2	4	
						(7) 12:40-1:10			
						(8) 1:15-1:45			



# Leadership & Planning: SCHEDULING

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- **50% capacity** - cohorts will be developed using a formula which incorporates alphabetic grouping with course balancing used to create appropriate class sizes.

High Point Regional High School 2020-21 Bell Schedule												
			MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
			Cohort: A		Cohort: B		WILDCAT DAY		SILVER-A		SILVER-B	
BLOCKS	Start	End	Schedule:	RED - A	RED - B	PERIODS:	PERIODS:	REMO	PERIODS:	PERIODS:	PERIODS:	PERIODS:
1	7:35	8:27	52	1	1	(1) 8:30-9:00			5	5		
2	8:32	9:22	50	2	2	(2) 9:05-9:35			6	6		
3	9:27	10:17	50	3	3	(3) 9:40-10:10			7	7		
4	10:22	11:12	50	4	4	(4) 10:15-10:45			8	8		
TRANSITION	11:12	1:00	108	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION
V1	1:00	1:30	30	5	7	(5) 11:30-12:00			1	3		
V2	1:40	2:10	30	6	8	(6) 12:05-12:35			2	4		
						(7) 12:40-1:10						
						(8) 1:15-1:45						

- High Point has collaborated with Frankford, Lafayette, Montague and Sussex-Wantage, and collectively, we are working to make our schedules mesh to help families plan for childcare, etc.
- Students and parents will be notified of their cohort during the week of August 3.



# Leadership & Planning: SCHEDULING

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Added on 1/26/21:

## Accommodating Parental Preference

- **December 2020:** Parents invited to complete a survey indicating what cohort they would prefer for their child:
  - Two Day a Week Cohort (A or B)
  - Fully Virtual
  - Four Day a Week Cohort (AB)



# Leadership & Planning: SCHEDULING

56

**Added on 1/26/21:**

## Accommodating Parental Preference

On January 25, 2021 parents who completed the survey were notified that High Point would be accommodating their preference beginning on **Monday, February 1, 2021.**

[Letter from Superintendent, Dr. Scott D. Ripley](#)





# Leadership & Planning: SCHEDULING

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## 2. Staffing:

- High Point has surveyed all staff and hosted several virtual staff meetings in order to vet concerns related to reopening.
- All staff were invited to serve on the Reopening Task Force, and 30 staff members have participated.
- High Point's administration has met regularly with staff and their association (HPEA) to anticipate needs related to reopening.
- The modified schedule being employed provides significant time for staff to work within their Professional Learning Communities to engage in common planning and leverage staff expertise related to remote learning.



# Leadership & Planning: SCHEDULING

58

## 2. Staffing (continued):

- The schedule enables staff to be employed for supervisory assignments throughout the school day which will help with redirecting students regarding adherence to safety protocols
- All certificated staff are being invited to work one or more days in August to plan for supporting students through remote learning.
- High Point has ordered 50 new Chromebooks with enhanced capacity and functionality to supplement what our staff currently utilizes.



# Leadership & Planning: SCHEDULING

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## 2. Staffing (continued):

- On August 6, 2020, High Point Superintendent, Dr. Scott Ripley emailed all staff regarding the *Families First Coronavirus Act*. All staff were informed of their rights to pursue leave related to health and family care, and to contact the district's administration with questions or concerns.
- The following two resources were also distributed to all staff:



# Leadership & Planning: SCHEDULING

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## 2. Staffing (continued): Resources:

### EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

▶ **PAID LEAVE ENTITLEMENTS**  
**Generally, employers covered under the Act must provide employees:**

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at ⅓ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

▶ **ELIGIBLE EMPLOYEES**  
 In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.*

▶ **QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19**  
 An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

<ol style="list-style-type: none"> <li>1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;</li> <li>2. has been advised by a health care provider to self-quarantine related to COVID-19;</li> <li>3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;</li> <li>4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);</li> </ol>	<ol style="list-style-type: none"> <li>5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or</li> <li>6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.</li> </ol>
--	--

▶ **ENFORCEMENT**  
 The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.

**WAGE AND HOUR DIVISION**  
UNITED STATES DEPARTMENT OF LABOR

For additional information or to file a complaint:  
**1-866-487-9243**  
 TTY: 1-877-889-5627  
[dol.gov/agencies/whd](https://dol.gov/agencies/whd)

WH402 REV 03/20

### What NJ Workers Need to Know About the Families First Coronavirus Response Act

**Overview: Emergency Paid Sick Leave and Expanded Family & Medical Leave**

The federal *Families First Coronavirus Response Act* takes effect April 1, 2020 and gives certain workers access to emergency paid leave to care for themselves or a loved one, or to care for their children at home, due to coronavirus.

**The law requires employers to provide two types of leave: Emergency Paid Sick Leave and Emergency Childcare Leave.**

- **Emergency Paid Sick Leave:** 80 hours (up to two weeks) of paid leave for employees to care for themselves or a loved one for coronavirus quarantine (ordered by a public health official or recommended by a health-care provider), illness, or symptoms (seeking a medical diagnoses); or, the school/child care closure of the employee's son or daughter
- **Emergency Childcare Leave:** 12 weeks of job-protected leave for employees (the first two weeks unpaid; the remaining 10 weeks paid), under the Family & Medical Leave Act (FMLA), to care for their children if their school or child care is closed, or their child care provider is unavailable, due to coronavirus

**Private employers with less than 500 employees and most government employers are required to pay their employees for these two different emergency paid leaves. Exemptions and opt-out provisions can be reviewed at the USDOL website.\***

**Both leaves expire on December 31, 2020.**

- In addition to these new federal emergency paid leaves, all New Jersey workers are eligible for earned sick leave under New Jersey's Earned Sick Leave Law; temporary disability benefits and family leave insurance benefits under New Jersey's Temporary Disability Benefits Law, and most are eligible for family leave under the New Jersey Family Leave Act, although there are differences in how they can be used. Please see [nj.gov/labor](https://nj.gov/labor) to learn more about your eligibility for these benefits and protections.

The U.S. Department of Labor will be issuing further guidance on this law and this document may be modified as more information becomes available. **For additional details and FAQs please see <https://www.dol.gov/agencies/whd/pandemic>.**

Snapshot: Families First Coronavirus Response Act Emergency Paid Leaves				
Reason for emergency leave	Emergency Paid Sick Leave / 80 hours	Emergency Childcare FMLA / 12 Weeks**	Wage employer pays employee***	Maximum per day
To care for self due to quarantine, illness or symptoms	✓	✗	Full wages	\$511
To care for loved one in case of coronavirus quarantine, illness, or symptoms	✓	✗	2/3 wages	\$200
To care for son/daughter due to lack of school or child care	✓	✓	2/3 wages	\$200

\* The U.S. Department of Labor may grant exemptions to employers with less than 50 employees whose business is jeopardized by providing the leave.  
 \*\* First two weeks may be unpaid.  
 \*\*\* Wages are defined as the employee's regular rate of pay, the federal minimum wage, or the state or local minimum wage where they are employed, whichever is greater. New Jersey's minimum wage is \$11/hour as of January 1, 2020.



# Leadership & Planning: SCHEDULING

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## 3. Athletics:

- One of the five subcommittees within High Point's reopening task Force was focused on Athletics and Extracurricular Activities.
- Guidance from the New Jersey Interscholastic Athletic Association (NJSIAA) is evolving rapidly.
- High Point's Director of Athletics has met regularly with our coaching staff, as well as with our athletic trainer, and has kept them informed of the most recent protocols.



# Leadership & Planning: SCHEDULING

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## 4. Full-Time Remote Learning:

- On July 24, 2020, The NJDOE released guidelines for full-time remote learning:  
<https://drive.google.com/file/d/1guCbRBcur0BUQzm5hyHlfNluSmRX19FW/view?usp=sharing>
- On August 6, 2020 High Point will provide an application for full-time remote learning to all parents.
- Parents choosing the accommodation of full-time learning for their student(s) must submit their application by **Friday, August 14, 2020.**



# Leadership & Planning: SCHEDULING

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## 4. Full-Time Remote Learning (continued):

- Students who do not apply for the accommodation of full-time remote learning by August 14, 2020 will have the chance to re-apply for this accommodation at the conclusion of each marking period.
- Students who began the 2020-21 school year enrolled in full-time remote learning, will be able to apply opt into the regular schedule (hybrid: in-person & remote) at the conclusion of each marking period.

### **Added on 1/26/21:**

- In an effort to meet the individualized needs of all students, High Point will attempt to accommodate parental requests related to schedule/cohort preferences more frequently than at the end of each marking period.






# Leadership & Planning: SCHEDULING

## 4. Full-Time Remote Learning (continued):

- Students enrolled in full-time remote learning will be required to attend all six (four morning, two afternoon) instructional periods on Monday, Tuesday, Thursday, and Friday, and all eight instructional periods on Wednesdays.
- Additional or modified assignments will be provided to students enrolled in full-time remote learning.

High Point Regional High School 2020-21 Bell Schedule										
				MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY		
				Cohort: A	B	ALL STUDENTS ALL REMOTE	A	B		
Schedule:				RED - A	RED - B	WILDCAT DAY	SILVER - A	SILVER - B		
BLOCKS	Start	End	Min.	Periods:	Periods:	REMOTE	Periods:	Periods:		
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3	9:27	10:17	50	3	3	(3) 9:40-10:10	7	7		
4	10:22	11:12	50	4	4	(4) 10:15-10:45	8	8		
TRANSITION	11:12	1:00	108	TRANSITION	TRANSITION	TRANSITION	TRANSITION	TRANSITION		
Cohort:				ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE		ALL STUDENTS ALL REMOTE	ALL STUDENTS ALL REMOTE		
V1	1:00	1:30	30	5	7	(5) 11:30-12:00	1	3		
V2	1:40	2:10	30	6	8	(6) 12:05-12:35	2	4		
						(7) 12:40-1:10				
						(8) 1:15-1:45				



# Leadership & Planning: SCHEDULING

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## 4. Full-Time Remote Learning (continued):

- All students are eligible for the accommodation of full-time remote learning. The accommodation is not contingent upon medical necessity, or other select criteria.
- The child study team will determine if a student with an IEP who chooses the full-time remote learning shall have their IEP revised to reflect this accommodation.
- To the extent possible, all support services will remain available to students enrolled in full-time remote learning.



# Leadership & Planning: SCHEDULING

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## 4. Full-Time Remote Learning (continued):

- All school policies (graduation requirements, code of conduct, attendance, etc.) remain in effect for students enrolled in full-time remote learning.
- Students enrolled in full-time remote learning will receive the same rigorous, standards based education that students receive through in-person or hybrid instructional models.



# Leadership & Planning: SCHEDULING

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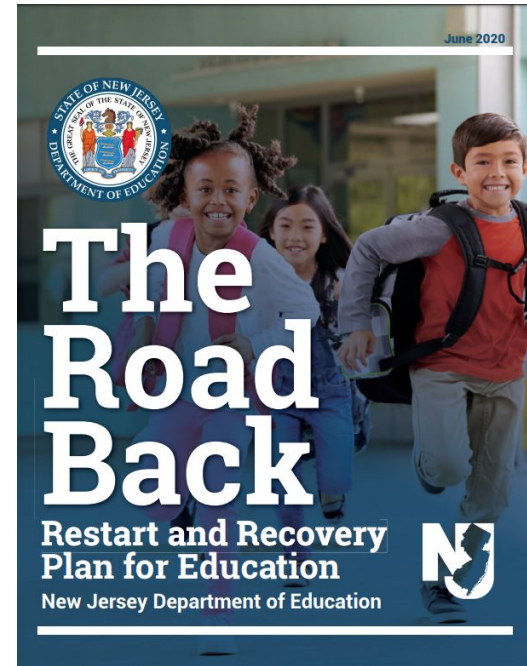
## 4. Full-Time Remote Learning (continued):

- High Point will utilize the Genesis Parent Portal in August, November, January and April to disseminate and collect applications for full-time remote learning.
- In order to help High Point meet students' needs, the application for full-time remote learning will require parents to provide information regarding home access to technology as well as student need for support services.

# NJDOE “The Road Back”

\* Friday, June 26, 2020 The New Jersey Department of Education released its guidelines for reopening. The NJDOE plan requires schools to open for in-person instruction in September 2020 and for reopening plans to address four areas:

1. Conditions for Learning
2. Leadership & Planning
- 3. Policy and Funding**
4. Continuity of Learning





# Policy & Funding

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**Six areas High Point will address in its reopening plan which relate to Policy and Planning are:**

1. Purchasing
  2. Reserve Accounts, Cash Flow
  3. Costs and Contracting
  4. Elementary and Secondary Emergency Relief Fund
  5. Federal Emergency Management Agency (FEMA) -  
Public Assistance
  6. State School Aid
- #'s 2-6 are being addressed by the business office at High Point, but these specifics will not be addressed in this plan



# Policy & Funding

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## 1. Purchasing

- After consulting with local school districts, crafting a price analysis from more than 40 vendors, and in accordance with regulations from the CDC and the NJDOE, High Point has ordered personal protective equipment (PPE) and related supplies which include:
  - Masks
  - Gowns
  - Face shields
  - Scanner Thermometers
  - Plexiglass
  - Electrostatic disinfectant sprayers
  - Signage
  - Hand sanitizer and dispensers
  - Disinfectant wipes





# Policy & Funding

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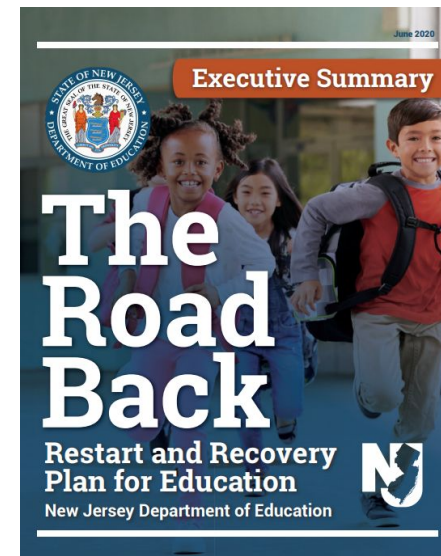
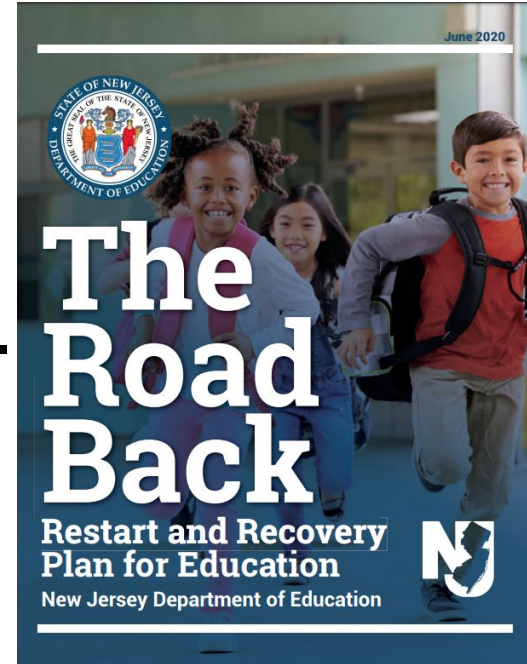
## 1. Purchasing (continued):

- Much of the \$55,835.00 High Point received through the CARES Act will be allocated for the purchase of this personal protective equipment (PPE).

# NJDOE “The Road Back”

\* Friday, June 26, 2020 The New Jersey Department of Education released its guidelines for reopening. The NJDOE plan requires schools to open for in-person instruction in September 2020 and for reopening plans to address four areas:

1. Conditions for Learning
2. Leadership & Planning
3. Policy and Funding
- 4. Continuity of Learning**





# Continuity of Learning

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**Five areas High Point will address in its reopening plan which relate to Continuity of Learning are:**

1. Delivery of Special Education and Related Services
2. Technology and Connectivity
3. Curriculum, Instruction and Assessments
4. Professional Learning
5. Career and Technical Education (CTE)



# Continuity of Learning

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1. **Delivery of Special Education and Related Services:**
  - Classroom aides will be present in all classrooms (both virtually and in-person) where mandated by IEP.
  - Related services will be provided, either in person or virtually as indicated by IEP.
  - The Child Study Team will continually monitor students to ensure all IEP goals and objectives are followed.
  - Procedures will be developed to address students who are in need of interventions.
  - Consultation between parents and the child study team will determine which students will attend school (in-person) with increased or decreased frequency.



# Continuity of Learning

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1. **Delivery of Special Education and Related Services:**  
**(continued):**
  - MCI/MD students will have reduced electives during the first semester in an effort to reduce moving throughout the building, and to utilize the half day schedule for core academic skills. Electives could be expanded in the second semester.
  - High Point will create personalized adjustments to the daily schedule for Special Education students who need scheduling accommodations.



# Continuity of Learning

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## 2. Technology and Connectivity:

- All students will have district provided devices for use during in-person and remote education.
- District provided devices are connected to an on campus server, allowing district staff to monitor use.
- Internet filters and monitoring software will be used on all district provided devices.
- The technology department will provide troubleshooting and remote assistance.
- Caching class material while on-site will significantly reduce instances where students are unable engage with their classes due to connectivity issues.



# Continuity of Learning

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## 3. Curriculum, Instruction and Assessments:

- High Point uses the Child Study Team, Student Assistance Counselor and Guidance Department to provide a comprehensive support system.
- Various stakeholders are involved in the decision making process by taking part in the Reopening Task Force.
- Changes to instruction, scheduling and assessments will be communicated to families in an ongoing fashion throughout the school year.
- As per Gov. Murphy's July 20 announcement, High Point will support the learning needs of students who opt to follow the NJDOE's soon to be released guidelines for remote learning.
- High Point will be providing professional development related to virtual/hybrid instruction in August.





# Continuity of Learning

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## 3. Curriculum, Instruction and Assessments (Continued):

- 70 students were enrolled in a Tier III intervention in July 2020 focused on skill remediation and credit recovery.
- All students will participate in benchmark assessments in Language Arts and Math (Tier I intervention) during the first few weeks of school to help identify students in need of Tier III interventions.
- All students will complete the PSAT in October 2020. This assessment has taken on increased significance in light of the cancellation of the 2020 NJSLA.
- Health and Physical Education classes will play a critical role in implementing Social and Emotional Learning (SEL).



# Continuity of Learning

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## 3. Curriculum, Instruction and Assessments (Continued):

- As we did in Spring 2020, our ELL students will be provided with supplemental digital tools and support to ensure their success during home instruction.
- “Room 120” <https://sites.google.com/hpregional.org/site120/> will continue to provide social and emotional support and serve as a conduit connecting students and families with mental health and social services.
- Teachers will establish specific “office hours” to help structure the timing of remote communication.



# Continuity of Learning

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## 3. Curriculum, Instruction and Assessments (Continued):

- Instruction will continue to be properly differentiated and personalized to maximize the opportunity for all students to be successful.
- Distance learning will differentiate in order to meet the needs of all students, including:
  - a) ESL/ELL
  - b) Special Education
  - c) 504
  - d) At-Risk
  - e) Gifted & Talented



# Continuity of Learning

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## 4. Professional Learning:

- PLC's will be held monthly as part of ongoing professional development.
- PLC's allow for the development and fulfillment of activities for individual goals within Professional Development Plans.
- Social and Emotional Learning will be incorporated into staff professional development.



# Continuity of Learning

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## 5. Career and Technical Education (CTE):

- Transition services will need to be re-evaluated and modified in order to ensure they remain a critical part of our Special Education program during hybrid/remote instruction.
- Virtual platforms (Zoom, Google Meet, Skype) will be used for guest speakers to fill the gap created by the suspension of field trips and guest speakers.
- Pass It Along's "Discovering Your Passion and Purpose" program is slated to be delivered to students virtually in October.



# COVID-19 Resources

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[CDC COVID19](#)

[World Health Organization](#)

[Wantage Township Health Department/Board of Health](#)

[Sussex County Health Department](#)

[New Jersey Department of Health](#)



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

## Reopening Document Checklist for the Re-Opening of School 2020-2021

To assist with development and review of school reopening plans, this checklist presents the Anticipated Minimum Standards detailed in the NJDOE's "The Road Back: Restart and Recovery Plan for Education," select statutory and regulatory provisions governing school schedules, and other central reopening priorities. For additional information, please consult the NJDOE's The Road Back [webpage](#).

*Does your district reopening plan:*

### Reopening Planning

- Implement a schedule for the 2020-2021 school year that includes in-person instruction in some capacity and provides public school facilities for at least 180 days in accordance with N.J.S.A. 18A:7F-9?
- Incorporate a policy regarding fulltime remote learning services, in accordance with the Department's guidelines?
- Ensure, consistent with N.J.A.C. 6A:32-8.3, that each student is provided at least four hours of instructional contact time per school day, or one continuous session of two and one-half hours for kindergarten students (such instructional time may be achieved through in-person, synchronous remote, or asynchronous remote activities)?
- Prepare for a potential shift back to entirely remote learning models by implementing measures to strengthen remote learning capabilities?
- If a member of the NJSIAA, conduct high school athletics in accordance with protocol issued by the NJSIAA. **\*\*Note:** While NJSIAA does not maintain oversight over middle school sports, it is suggested that districts follow the same guidelines issued for high school sports.
- Establish or designate in each school a diverse Pandemic Response Team to oversee each school's implementation of the district's reopening plan, particularly health and safety measures? If establishing a new Pandemic Response Team, that team includes, if applicable:
  - School principal or lead person;
  - Teachers representing each grade band served by the school;
  - Child Study Team member;
  - School counselor or mental health expert;
  - Subject area chairperson/director;
  - School nurse;
  - School safety personnel;
  - Members of the school safety team;
  - Custodian; and
  - Parents.





# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

## Digital Divide

- Include a plan outlining steps to ensure that all students who are expected to engage in remote instruction have access to the requisite educational technology (including hardware and connectivity), whether that technology is issued by the school district or provided by the student's family? That plan must:
  - Include a documented process for identifying students in need of educational technology;
  - Identify steps that the district will take to provide needed technology to students identified as otherwise lacking access to such technology;
  - Prioritize provision of district-issued technology to those students who, in the absence of district-issued technology, may be unable to fully participate in remote instruction; and
  - Include ongoing monitoring, provisions for issuing educational technology throughout the school year, and other provisions necessary to prevent lapses in student access to remote instruction as district or family circumstances evolve.

## General Health and Safety

- Provide reasonable accommodations for students and staff identified as having a higher risk for severe illness from COVID-19, including older adults and individuals with disabilities or serious underlying medical conditions?

## Classrooms, Testing, and Therapy Rooms

- Ensure that students are seated at least six feet apart within the classroom?
  - [If district answers "No" to the above] Implement social distancing modifications to the greatest extent practicable, including the use of physical barriers between desks and turning desks to face the same direction or having students sit on only one side of the table, spaced apart?
- Ensure that other instructional and non-instructional rooms comply with social distancing standards to the greatest extent practicable?
- Provide for limited use of shared objects when possible and clean such objects between uses?
- Ensure that indoor facilities have adequate ventilation, including by: maintaining operational heating and ventilation systems where appropriate; ensuring that recirculated air has a fresh air component; opening windows if A/C is not provided; and maintaining filters for A/C units according to manufacturer recommendations?
- Ensure that hand sanitizing stations are maintained with alcohol-based hand sanitizers in each classroom, at entrances and exits of buildings, and near lunchrooms and bathrooms?
- Ensure that existing handwashing stations with soap, water, and alcohol-based hand sanitizers?
- Include provisions that facilitate student hand washing at regular intervals (or use of alcohol-based hand sanitizer if washing with soap and water is not possible), such as designating certain times for students to wash hands (e.g. before eating, after using the bathroom, and after



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

blowing their nose/coughing/sneezing), use of signage to encourage handwashing, or other provisions?

## Transportation

- Require students to wear face coverings if the student can do so, while providing accommodations as appropriate for young students or students with disabilities?
- Maintain social distancing practices on buses to the maximum extent practicable?
- Adopt best practices for cleaning and disinfecting school buses and other transport vehicles?  
[What Bus Transit Operators Need to Know About COVID-19](#)

## Student Flow, Entry, Exit, and Common Areas

- Incorporate a policy which, includes the process and location, for student and staff health screenings? Such process will include screening upon arrival for symptoms and history of exposure, visual check of students for symptoms and/or confirmation with families that students are free of COVID-19 symptoms, documentation of when signs/symptoms are observed, and any necessary accommodations for students with disabilities.
- Ensure that there are physical guides or markings to help ensure that staff and students remain at least six feet apart in lines to enter or exit the building and at other times, and require utilization of face coverings when physical distancing (six feet) cannot be maintained for individuals waiting to enter or exit a building while providing accommodations as appropriate for young students or students with disabilities?

## Screening, PPE, and Response to Students and Staff Presenting Symptoms

- Require students, staff and visitors to wear face coverings unless doing so would inhibit the individual's health, the individual is under two years of age, or other exceptions outlined in NJDOE's guidance apply, while providing any necessary accommodations for young students or students with disabilities?
- Incorporate policy and procedures for symptomatic students and staff that include:
  - Written protocols detailing the district's response to students or staff that test positive for COVID-19;
  - Immediate notification of local health officials, staff, and families in the event that an individual who has spent time in a district facility tests positive for COVID-19;
  - Isolation of symptomatic individuals, with continued supervision and care for students;
  - Methods to assist in contact tracing, including records of groups/cohorts, assigned staff, and daily attendance;
  - Continuous monitoring of symptoms; and
  - Readmittance policies consistent with the relevant NJDOH guidance?
- Encourage parents to be alert for signs of illness in their children and keep them home when they are sick?

## Contact Tracing

- Incorporate a contact tracing policy in consultation with the local health department and its school nurses?



## STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

### Facilities Cleaning Practices

- Develop a procedure manual to establish schedules for increased cleaning and disinfection; targeted areas to be cleaned, including frequently touched surfaces and objects and frequent sanitization of bathrooms; and methods and materials to be used?

### Meals

- Stagger use of cafeteria or group dining areas, and clean and disinfect them between groups?
- Provide for the discontinuation of family, self-service, and buffet meal service in cafeterias or group dining areas?
- If cafeterias or group dining areas are used, ensure students are spaced at least six feet apart?
- Require individuals to wash their hands with soap after removing their gloves or after directly handling used food service items?

### Recess/Physical Education

- Stagger recess or other outdoor activities? Utilize cones, flags, tape, or other signs to maintain six feet of space between groups participating in recess or other outdoor activities?
- Require students to wash hands with soap immediately after outdoor playtime?
- Stagger the use of playground equipment and establish frequent disinfecting protocols?
- Close, or stagger the use of and frequently disinfect, locker rooms?
- Minimize sharing of equipment and clean and disinfect equipment between each use?
- Designate specific areas for each class during recess to avoid cohort mixing?

### Field Trips, Extra-curricular Activities & Use of Facilities Outside of School Hours

- Maintain social distancing and hygiene practices during extra-curricular activities?
- Require any external community organizations that use district facilities to follow district procedure and health and safety protocols?



# Communication & Responsiveness



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## High Point Social Media:



**@HPRwildcats**



**facebook.com/HPRHS**



**hprhs**



**YouTube Wildcat Media Channel**



# Communication & Responsiveness

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Communication with stakeholders will continue to be provided on a regular basis through our district's website - [www.hpregional.org](http://www.hpregional.org)

