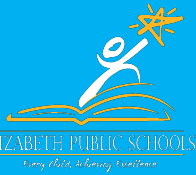




# GUIDEBOOK 2.0

Guidelines, Resources, and Best Practices for the Safe Reopening of  
Elizabeth Public Schools in COVID-19 Conditions



# MESSAGE

## FROM THE SUPERINTENDENT

This has been the most challenging year I have ever experienced as an educator. But I am grateful for the team at EPS that has been working tirelessly on our reopening plans in the face of ever-changing health conditions and conflicting data and information. This plan has been developed with a constant focus on how to best serve our students. This document will help provide guidance to our principals as they develop the site-specific logistical plans, and we will continue to update the reopening plan based on CDC, New Jersey Department of Health, and New Jersey Department of Education guidelines. Our ultimate goal is to ensure our schools open safely and responsibly and to continue to provide a healthy learning environment for each and every student.

It will be critical that we continue to monitor the CDC, NJDOH, and NJDOE directives to update plans so we can ensure the opening of schools provides a safe and healthy environment for students and staff. We will continue to plan and collaborate with teachers who have taken on new roles as virtual teachers using new tools, resources and online pedagogy. Our reopening focus will support our district promise of providing an innovative and personalized learning environment that ensures every child achieves excellence and those efforts will continue in all settings. We will also be continuing efforts to integrate more culturally relevant curriculum within and across grade levels to ensure diverse perspectives are included in literature and history. One of the greatest concerns during school closures has been the impact on students' emotional well-being. We will amplify our efforts to ensure students feel connected, valued and have opportunities to learn collaboratively. Our students with unique learning needs, as well as with IEPs, 504s and English learners will continue to be provided with the necessary differentiated supports to foster their individual success.

While we may need to limit parents' physical presence on campus, our goal will be to continue to partner with parents for their child's education. We will continue to communicate regularly with our families and staff regarding our plans and changing health and safety protocols. We want our parents to be as informed as possible when making the decision that is right for their children and family.



Olga Hugelmeyer  
Superintendent

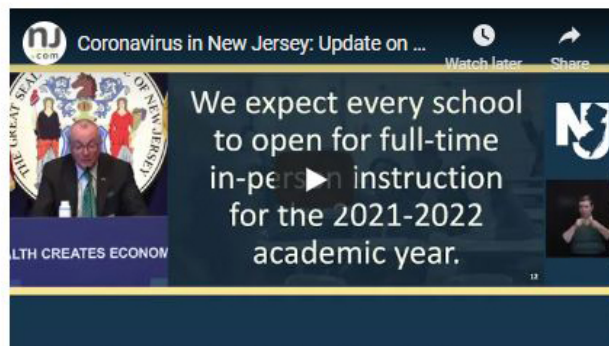
# MESSAGE

## OF SCHOOL REOPENING PLAN

Education

## 'Now is the time' for schools to reopen, Murphy says as pressure mounts

Updated Mar 17, 2021; Posted Mar 17, 2021



[Coronavirus in New Jersey: Update on March 17, 2021](#)

  971 shares

By [Adam Clark](#) | [NJ Advance Media for NJ.com](#)

Gov. [Phil Murphy](#) urged more New Jersey schools to return to in-person learning Wednesday, just days after rallying parents placed blame for lingering closures [squarely at the governor's feet](#).

"Now is the time for all of our schools to meaningfully move forward with a return to in-person instruction, whether it be full-time or with a hybrid schedule," Murphy said during [his regular coronavirus briefing in Trenton](#).

The governor pointed to [billions in federal funding](#) headed to schools from the American Rescue Plan and said his administration is doing everything in its power "to get as many kids back safely and responsibly into a classroom."

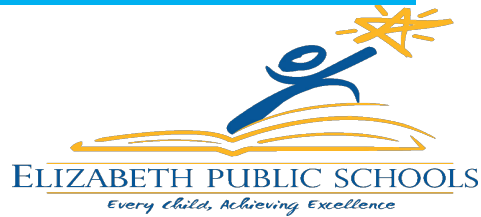
Murphy's comments come as the number of students with the opportunity to attend classes in person continues to grow. The governor reported 142 school districts, serving 107,498 kids, are now providing full in-person instruction. Another 534 districts, representing 843,394 students, are operating under hybrid schedules.





# MESSAGE

## FROM THE SUPERINTENDENT



Mayor J. Christian Bollwage has made provisions for ALL returning classroom teachers to be vaccinated.





# REOPENING SCHOOLS

## AN OVERVIEW

### **Newly issued guidance by the New Jersey Department of Health allows the District to require a COVID-19 Vaccine.**

On February 19, 2021, the New Jersey Department of Health issued guidance that unequivocally allowed a mandatory vaccine requirement to return to the workplace. This mandate is subject to well defined limited exemptions when the basis is presented.

The Equal Employment Opportunity Commission (EEOC) has issued guidance that allows employers to require its employees to be vaccinated against COVID-19. As with many laws, an employee may be entitled to an exemption, which this District will absolutely consider. I would like to make it very clear that the EEOC has also stated that asking whether an employee has been vaccinated is not a disability-related question. As such, it is not a violation of privacy rights.

The guidelines issued by the New Jersey Department of Labor and Workforce Development are consistent with those of the EEOC and CDC. The state as a matter of policy is encouraging the safe return of workers.



# REOPENING SCHOOLS

## AN OVERVIEW

We recognize the importance of returning students to our schools for in-person instruction, as well as the overarching need to protect the health and safety of our students and team members. We expect that COVID-19 will be present, to some degree, in our community throughout the school year. Our district is prepared to respond in the event that we experience a COVID-19 exposure.

Education, just like healthcare and food provision, is essential to our community, and as such, the reopening of our schools for in-person instruction with strict safety protocols will be prioritized.

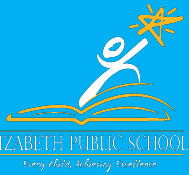
The safety of our team members is also a critical priority in school reopening guidance and decisions. We have highlighted key staff safety measures in a standalone section that summarizes safety measures set forth throughout this document to protect staff and students.

Our schools will need to maintain flexibility in the delivery of educational instruction based on health data. Schools will be prepared with the support of the district to switch between distance learning and in-person instruction, and vice versa, with little notice. Schools reopening for in-person instruction will also be ready to provide virtual learning for students who may need to isolate or quarantine, as well as students who are medically fragile or who have a household member who is medically fragile.

## OUR PLEDGE

Reopening Our  
Schools Responsibly





# GUIDING PRINCIPLES

FOR REOPENING SCHOOLS SAFELY

**THESE CORE VALUES HAVE GUIDED THE WORK OF THE ELIZABETH BOARD OF EDUCATION, EPS SUPERINTENDENT, ADMINISTRATORS, AND TEACHERS TO ENSURE A SMOOTH AND SAFE 2020-21 SCHOOL YEAR FOR EACH AND EVERY STUDENT:**



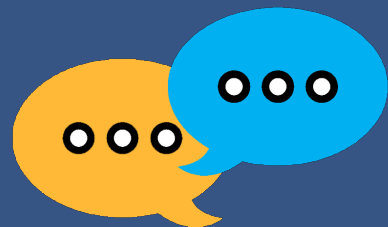
**EXCEED MINIMUM EXPECTATIONS  
TO PLACE HEALTH AND SAFETY  
FIRST FOR OUR STUDENTS AND  
TEAM MEMBERS**



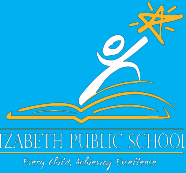
**PROVIDE HIGH-QUALITY  
INSTRUCTION TO ALL  
STUDENTS**



**ENSURE FAMILIES HAVE  
FLEXIBILITY AND CHOICE IN  
THE INSTRUCTIONAL MODELS**



**DELIVER ACCURATE AND TIMELY  
COMMUNICATION TO TEAM  
MEMBERS AND FAMILIES AS  
NEEDED AND KEEP ALL  
STAKEHOLDERS INFORMED  
THROUGHOUT THE SCHOOL YEAR**



# PARENT SURVEY

## FOR IN-PERSON LEARNING SELECTION

### Elizabeth Public Schools



### In-Person Learning Selection for Our PK-12 Families

We recognize the importance of returning students to our schools for in-person instruction, as well as the overarching need to protect the health and safety of our students and team members.

On March 22<sup>nd</sup> we welcome our Autism Program back in our schools. As we continue to monitor our local health data, we are optimistic that we will be able to begin bringing Pre-Kindergarten, Kindergarten, First Grade, Second Grade and Third Grade students back in on Monday, April 19. In addition, we are hopeful that additional students will begin to return on April 26.

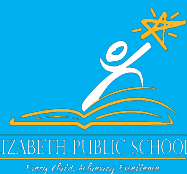
Throughout this difficult year, the District has made its decision based on science and the best available and latest health data. We will continue to do so. We monitor those metrics daily and adjust accordingly. We will continue to do that as well.

To properly schedule each student, the district requests that families complete the following survey no later than March 24, 2021 to indicate your learning preference for your child/children. You will only need to complete one survey per family.

All Schools will continue to operate on a modified half day schedule as follows:

- Prek-8: 8:20am –12:39pm
- High School: 7:30am- 12:22pm





# PARENT SURVEY

## FOR IN-PERSON LEARNING SELECTION

You may choose from the following options for your child/children:

**Option One:**

- In-Person (Two days a week defined as Monday/Tuesday or Thursday/Friday with alternating Wednesday) **OR**

**Option Two:**

- 100% Virtual (Five days a week)

In-Person Model:

In order to comply with CDC guidelines, all classrooms have a maximum number of students in accordance with six feet social distancing, as required. As a result, students will be placed in two groups per classroom: Group A and Group B.

Schedule: Pre-K – Grade 8: **8:20 am – 12:39 pm**

Schedule: Grades 9 – 12: **7:30 am – 12:22 pm**

Monday	Tuesday	Wednesday	Thursday	Friday
GROUP A	GROUP A	GROUP A	GROUP B	GROUP B
GROUP A	GROUP A	GROUP B	GROUP B	GROUP B

If a selection is not made by March 24, 2021, your student will be scheduled by your child's school.

**\* Required**

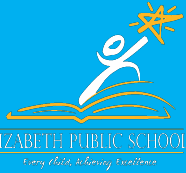
Parent/Guardian Name \*

Your answer

Parent/Guardian Email \*

Your answer

Number of children attending the Elizabeth Public Schools (Drop Down Menu)



# PARENT SURVEY

## FOR IN-PERSON LEARNING SELECTION

**Full Name of Student #1 \***

Your answer

Student Identification (ID) Number\*

Your answer

School Name: (DROP DOWN MENU)

Grade level: (DROP DOWN MENU)

Please choose which option you would PREFER for each child. \*

**Option One:**

- ☐ In-Person (Two days a week defined as Monday/Tuesday or Thursday/Friday) with Alternating Wednesdays)

**Option Two:**

- ☐ 100% Virtual (Five days a week)

**Full Name of Student #2 \***

Your answer

Student Identification (ID) Number\*

Your answer

School Name: DROP DOWN MENU

Grade level: DROP DOWN MENU

Please choose which option you would PREFER for each child. \*

**Option One:**

- ☐ In-Person (Two days a week defined as Monday/Tuesday or Thursday/Friday) with Alternating Wednesdays)

**Option Two:**

- ☐ 100% Virtual (Five days a week)



# PARENT SURVEY

## FOR IN-PERSON LEARNING SELECTION

**Full Name of Student #3 \***

Your answer

**Student Identification (ID) Number\***

Your answer

School Name: DROP DOWN MENU

Grade level: DROP DOWN MENU

Please choose which option you would PREFER for each child. \*

**Option One:**

- ☐ In-Person (Two days a week defined as Monday/Tuesday or Thursday/Friday) with Alternating Wednesdays)

**Option Two:**

- ☐ 100% Virtual (Five days a week)

**Thank you for taking the time to complete the In-Person Learning Selection Survey.**



# HEALTH & SAFETY

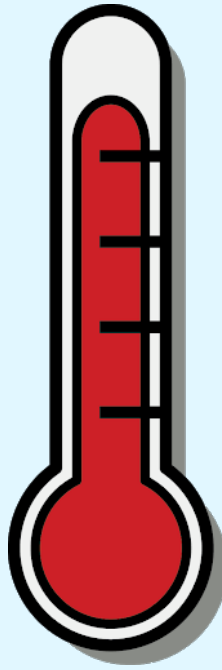
## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

### AS WE REOPEN...

The health and safety of our students, staff, and families is of the utmost importance. Due to health and safety measures set forth by federal, state, and local officials, the 2020-21 school year has looked much different than in years previous. The district plans to focus on academic instruction as well as the programs that are crucial for the mental, social emotional, and physical well-being of students.

### SCREENING AT HOME:

- Parents/Students must complete a COVID-19 Student Assessment Form for symptoms such as cough, shortness of breath, runny nose and fever at home by 9pm the day before coming to school or getting on a bus.
- Staff are required to complete a COVID-19 Daily Checklist and complete a daily temperature check prior to entering an EPS site.
- Anyone with a fever of 100°F or more should not go to a school site. Those experiencing symptoms including persistent cough, shortness of breath, or runny nose should not attend school.



### ARRIVING AT SCHOOL:

- Arrival/departure times and school entry points will be managed to allow for appropriate physical distancing.
- Physical barriers will be installed in areas where face-to-face interaction with the public occurs.
- School sites will have signage throughout campus to encourage physical distancing and proper sanitation.
- Temperatures will be taken and health screening questions will be asked at school entry points.
- EPS will work with local officials to identify testing opportunities and locations for staff.

## TRAVEL:

\*If your family is considering travel at this time or planning a trip, please review [this important information from the CDC](#). \* We appreciate your support in reducing exposure to students and team members.

### ESTABLISHED PROTOCOLS IF A TEMPERATURE OF 100°F+ IS DETECTED:

- Students with a temperature of 100°F or higher will not be admitted and shall be sent home
- Individual should then contact a health care provider for further instructions.
- Please notify the school administration of any positive COVID-19 test results.
- School will notify health officials, staff and families of any positive cases.
- If a student develops a fever while at school, they will be isolated from other students, provided a face covering if they do not have one, and their parent/guardian will be contacted to pick them up.
- Sick team members and students will be advised to isolate according to [CDC guidelines](#). The individual may return after 10 days since symptoms first appeared and no fever for the last 24 hours, or 3 days after all symptoms are fully resolved with proof of negative COVID test.

# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

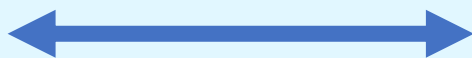
## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

- We will teach, model, practice, and monitor handwashing, particularly for lower grade levels.
- We have developed routines to ensure students wash their hands or use hand sanitizer upon arrival to campus; after using the restroom; after playing outside and returning to the classroom
- We have posted signage in high visibility areas to remind students and staff of proper techniques for handwashing and covering of coughs and sneezes and other prevention measures
- We have ensured adequate supplies to support healthy hygiene behaviors, including soap, tissues, face coverings and hand sanitizers (with at least 60 percent ethyl alcohol) for staff and students who can safely use hand sanitizer
- We have suspended use of drinking fountains. We are encouraging the use of reusable water bottles
- We have minimized the sharing of supplies and equipment among staff and students to the extent feasible. When items must be shared, clean and disinfect items between uses
- We have minimized staff and students' contact with high-touch surfaces (e.g., propping open building or room doors, particularly at arrival and departure times)



## HAND HYGIENE

## PHYSICAL DISTANCING



**6 FEET**

**WHENEVER POSSIBLE**



### GENERAL

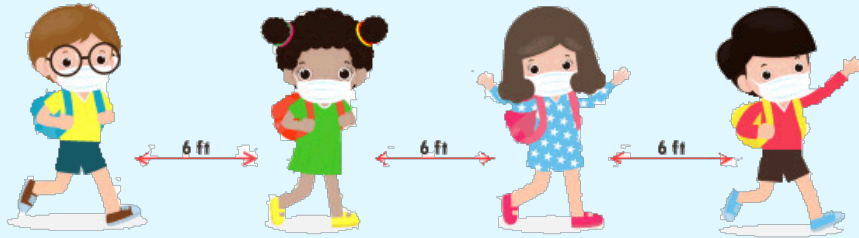
- We will train students on protocols for physical distancing for both indoor and outdoor spaces
- All schools and offices have signage reminding students and team members about physical distancing in prominent locations throughout each school
- We will allow only necessary visitors in our schools and limit the number of students and staff who come into contact with them.
- We will ensure team members maintain six feet or more of distance from one another and any visitors at our schools



# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

### PHYSICAL DISTANCING (cont.)



#### ARRIVAL AND DEPARTURE

- We will minimize close contact between students, team members, families, and the broader community at arrival and departure through the following methods:
  - We are utilizing as many entrances and exits as can be supervised appropriately to decrease crowding at entry and exit points.
  - All drivers need to remain in their vehicles, to the extent possible, when dropping off or picking up students. When in-person drop-off or pick-up is needed, only a single parent or caregiver should stand outside of the facility to pick up or drop off the child.
  - All spaces have been marked six feet apart for adults waiting outside to drop off or pick up students.
  - All adults are required upon entering schools for in-person pick-up or drop-off to wear a face covering.
  - We will have the proper supervision to disperse student gatherings during school arrival and departure.

#### PRESCHOOL AND ELEMENTARY SCHOOLS (K-8)

- We will ensure students and team members remain in their class by keeping the same students and teacher or staff together for the entire school day.<sup>1</sup> Students should not mix with other classroom cohorts.
- Maximize spacing between student desks, six feet or more, to the extent practicable.

<sup>1</sup>However, (1) students with disabilities and staff providing special education and related services can rotate into general education classrooms for a portion of the day as long as such staff maintain at least 6 feet of distance from everyone in the cohort, other than the student receiving the services, (2) specialty teachers may rotate into classrooms for specialized instruction (e.g., art or music) as long as they maintain at least 6 feet of distance from everyone in the cohort, and (3) substitute teachers can provide coverage for teachers who are absent as long as the substitute teachers maintain at least 6 feet of distance from everyone in the cohort. Schools should minimize the number of close contacts for students with disabilities and staff working with such students, whether they are rotating into a general education classroom or joining another cohort for special education services. If possible, schools should limit the number of stable cohorts that substitute teachers interact with by assigning certain substitutes to specific schools.



# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

### PHYSICAL DISTANCING (cont.)

#### HIGH SCHOOL

- Student desks will be spaced at least six feet apart

#### ALL SCHOOLS

- Class sizes are as small as practicable
- Teacher and staff desks will be distanced at least six feet away from students' desks to minimize the risk of adult-to-child disease transmission.
- Ventilation has been increased by increasing outdoor air circulation (e.g., by opening any operable windows), using air purifiers and increasing ventilation rates whenever possible.
- We have reduced the amount of furniture and equipment in the classroom to facilitate distancing and reduce high-touch surfaces.
- Our student desks should be faced in the same direction (and not facing each other) to minimize risk of disease transmission.
- We have ensured adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, electronic devices, etc.) to the extent practicable, or limit use of supplies and equipment to one group of students at a time and clean and disinfect between uses.
- Keep students' belongings separate so that students do not come in contact with other students' belongings. Students will be required to carry their instructional materials/laptop in their backpack. There will be no access to lockers to avoid students congregating.

#### NON-CLASSROOM SETTINGS

Restrooms: Stagger restroom use by groups of students to the extent practicable, and/or assign certain groups of students to use certain restrooms.

Physical Education:

- We are conducting activities outdoors whenever possible, with appropriate physical distancing within cohorts to the extent practicable.
- We are going to limit use of shared playground equipment in favor of physical activities that require less contact with surfaces and allow for greater physical distancing.
- Cloth face coverings must be worn during indoor/outdoor physical conditioning and training or physical education classes. Students should take a break from exercise if any difficulty in breathing is noted and should change their face covering if it becomes wet and sticks to the student's face and obstructs breathing.
- Physical Education teachers will carry first aid kits that include handsanitizer, face coverings, and gloves.

# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

### REQUIREMENTS

#### Teachers and Staff

- All adults must wear a face covering **at all times** while at school.
- Staff who are unable to wear a face covering for medical reasons shall not be assigned duties that require close contact with students or other staff.

#### Students

- All students are required to wear face coverings:
  - while arriving and departing from school;
  - in any area inside and outside of the classroom
  - while waiting for or riding on a school bus.
- Students excluded from face covering requirements include: students with special needs who are unable to tolerate a face covering.
- We have posted signage in high visibility areas to remind students and staff of (1) when and where face coverings are required and (2) appropriate use of face coverings.
- We will provide face coverings for students and staff who lose their face coverings or forget to bring them to school.
- Teachers and other staff may consider using face shields in combination with face coverings when in the classroom to further reduce the risk of transmission.
- Teachers may consider using face coverings with clear windows during phonological instruction, or a face shield with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar), to enable students to see the teacher's mouth and in settings where a face covering poses a barrier to communicating with a student who is hearing impaired or a student with a disability.

### FACE COVERINGS



# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

# ADDITIONAL SAFETY MEASURES FOR TEACHERS AND OTHER STAFF

## REQUIREMENTS

- We are limiting visitors to all schools, thereby maximizing physical distancing among staff and between staff and students.
- All students and staff are screened for symptoms daily.

### School Events

- For all schools:
  - Field trips, assemblies, and other gatherings are not permitted at this time.
  - We are maximizing the number of school events that can be held virtually or outside.

### Equipment for front office staff

- We have installed physical barriers, such as a clear plastic barrier, in the school's front office to separate staff from visitors and volunteers.
- Teachers and other staff with close contact with students may consider wearing face shields in addition to wearing face coverings.

### Personal protective equipment (PPE) for special education instructors and aides and healthcare personnel

- A mask and face shield is recommended when providing services to students which requires repeated close contact interactions (e.g., assistance with activities of daily living) or conducting health assessments (including vision and hearing screening).
- Gloves and any additional PPE should be worn as recommended for procedures which require universal precautions (e.g., toileting assistance, catheterization, and insulin administration). PPE for potential aerosol generating procedures (e.g., suctioning of tracheostomy sites and nebulizer treatments) should follow CDC guideline.



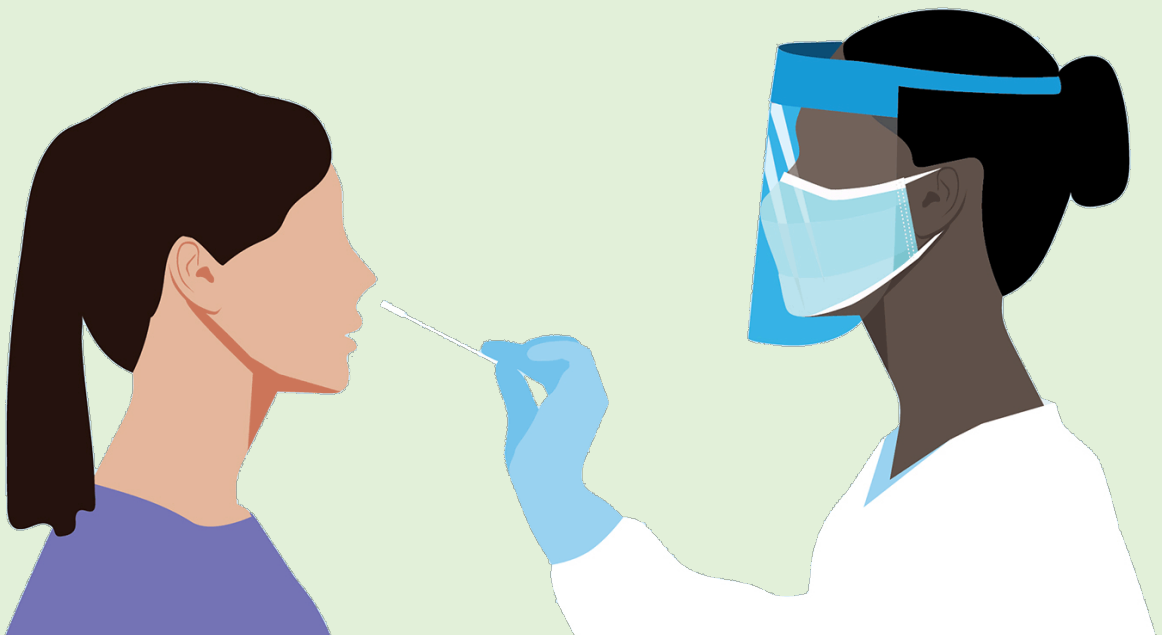
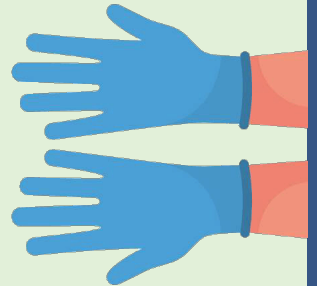


# PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

### ADDITIONAL SAFETY MEASURES FOR TEACHERS AND OTHER STAFF (cont.)

- We have provided adequate training and personal protective equipment to protect custodial staff who clean and disinfect areas used by any sick person. To reduce risk of exposure, we are required to wait 24 hours before cleaning and disinfecting.
- Students and staff are required to get tested after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19.
- A classroom will be closed for 48 hours after a student or staff member in that classroom tests positive for COVID-19.





# MAINTENANCE & OPERATIONS

## SAFETY EQUIPMENT

EPS is committed to securing additional safety equipment to maintain the cleanliness of buildings, including but not limited to:



### HAND SANITIZING STATIONS

- Hand sanitizing stations will be located in common areas such as the security desk, front offices, and priority locations identified by the principal.



### PERSONAL PROTECTIVE EQUIPMENT FOR STAFF

- All staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff shall not be assigned duties that require close contact with students or other staff. Additional disposable masks are also available for students and staff who lose their face coverings or forget to bring them to school.



### TOUCHLESS THERMOMETERS

- The district has provided each school and district site with touchless forehead thermometers so staff may screen each student, and themselves, as they enter.



### ELECTROSTATIC SPRAYERS AND PORTABLE UV CLEANERS

- The district will provide electrostatic sprayers for every school
- The sprayers will enable custodial staff to more efficiently disinfect our schools. The units spray a fine mist of disinfectant solution that is statically charged and then adheres to the surfaces in the room ensuring coverage. Detailed attention will be given to high-touch areas such as door handles, desktops, sink handles, handrails and restrooms throughout the day.

## OTHER CONSIDERATIONS

- At least daily, and more frequently clean and disinfect frequently touched hard surfaces (e.g., tables, desks, chairs, door handles, light switches, phones, copy/fax machines, bathroom surfaces (toilets, countertops, faucets) and playground equipment) and shared objects (toys, games, art supplies, books) pursuant to CDC guidance
- We are using cleaning products that are approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list
- Drinking fountains have been suspended. Students should bring their own water bottles
- Bathrooms will be cleaned and stocked with soap throughout the day.
- Disinfecting wipes and/or disinfecting sprays will be provided in every classroom.
- HVAC systems have been serviced and inspected across the District to ensure proper operation and circulation of outside air.
- The district is upgrading from a 3-ply to a 4-ply filter, exceeding current requirements.
- HVAC schedules will be set to run at least one hour before and after occupied hours.

# MAINTENANCE & OPERATIONS

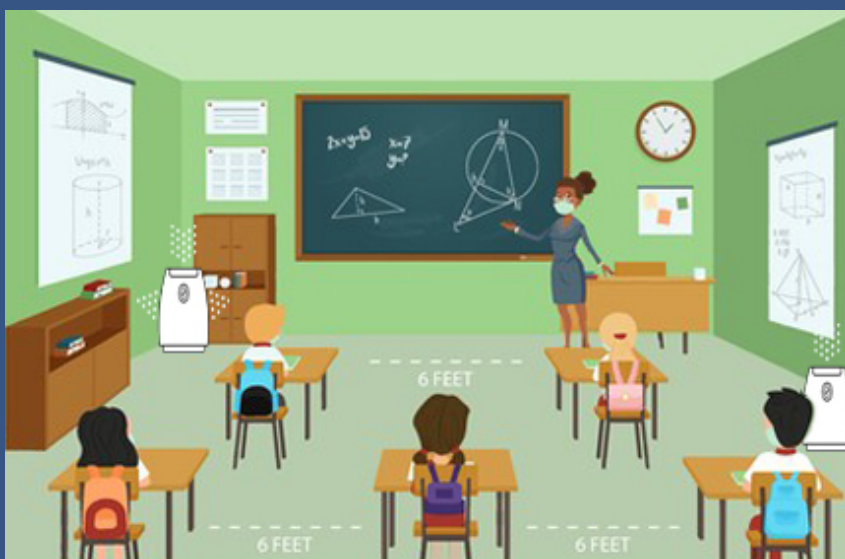
## VENTILATION SYSTEMS

All the ventilation systems will be checked for proper operation. The goal is to provide as much outdoor air as possible, prevent high ventilation rates that may spread the pathogen further from the human host and minimizing or diluting the recirculated air as much as possible. In order to achieve our goals we will:

- Increase the percentage of outdoor air as much as possible to dilute the recirculated air and minimize the recirculated air.
- Evaluate the use of filters with a higher MERV rating (increasing the level of filtration) when the equipment can handle it.
- Running the equipment always in occupied mode to provide more changes of air by when the students show up.
- Run the UVs at a slower speed to prevent/limit the projection of any possible pathogens in the air.
- Have additional filters at hand so that if necessary, do additional filter changes.
- Lower the setting of the systems controlled by a Carbon Dioxide On-Demand Sensor to force them to increase the amount of outdoor air.
- Evaluate the addition of needlepoint bipolar ionization devices to our HVAC equipment to inactivate/kill the virus in the air and improve our filtration of particles in suspension in the room air.

## AIR PURIFIERS

All classrooms will be provided with air purifiers that have a HEPA filter. Most classrooms will be outfitted with two air purifiers that have a HEPA filter.



# TRANSPORTATION

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

- All families will need to screen students for COVID-19 symptoms before they board the school bus. Drivers will stand at the entrance to the bus during student loading to perform a temperature check with touchless thermometers. Students not meeting screening requirements will not be permitted to board the bus.
- We are ensuring at least six feet of distance between the bus/van driver and students when seated. We are using physical partitions or visual cues (e.g., floor decals, colored tape, or signs to indicate to students where they should not sit or stand near the bus operator).
- We are maximizing physical distancing between students on the bus by limiting available seats to the extent practicable (e.g., every other row available for seating).
- Students should practice physical distancing while waiting on buses at school bus stops. Students from the same family and/or the same classroom should be instructed to sit together whenever possible to minimize exposure to new contacts.

### BOARDING & DISEMBARKING



### DISINFECTION & CLEANING



- Buses are being thoroughly cleaned and disinfected daily and after transporting students with electrostatic sprayers.
- Bus Drivers are provided with disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.
- Drivers will perform disinfecting wipe down of high touch points following each run.
- Drivers have been directed to increase ventilation on buses/vans by opening any operable windows, to the greatest extent possible, unless doing so poses a safety or health risk for current or subsequent occupants.

### FACE COVERINGS

- Due to the CDC requirements on buses, students and drivers will be required to wear face coverings.
- We are requiring bus drivers and students wear face coverings at all times while awaiting and riding on buses.
- We have provided bus drivers with extra face coverings for students who lose or forget to bring their face coverings.





# FOOD & NUTRITION

FOR EPS STUDENTS



**FREE**

## FEDERAL BREAKFAST & LUNCH PROGRAM

### PK-12 PICK-UP LOCATIONS

(MAIN SCHOOL BUILDINGS ONLY):

SCHOOLS NO. 1,2, 3,4,5,6,7,9,12,13,14, ^15,16,18,19,  
20, \*21,22,23,25,26,27,28,29,30,51,52, HAMILTON  
ACADEMY DWYER ACADEMY, HALSEY ACADEMY,  
EDISON ACADEMY.

^NO PICKUP 3/15

\*NO PICKUP 3/15, 3/17 & 3/19

AVAILABLE FROM  
12:30PM TO 2:30PM  
BEGINNING:

#### MONDAY, MARCH 15, 2021

GRAB & GO WILL INCLUDE 2 BREAKFAST AND 2 LUNCHES

LUNCH (MONDAY, MARCH 15TH)

BREAKFAST AND LUNCH (TUESDAY, MARCH 16TH)

BREAKFAST (WEDNESDAY, MARCH 17TH)

#### WEDNESDAY, MARCH 17, 2021

GRAB & GO WILL INCLUDE 2 BREAKFAST AND 2 LUNCHES

LUNCH (WEDNESDAY, MARCH 17TH)

BREAKFAST AND LUNCH (THURSDAY, MARCH 18TH)

BREAKFAST (FRIDAY, MARCH 19TH)

#### FRIDAY, MARCH 19, 2021

GRAB & GO WILL INCLUDE 3 BREAKFAST AND 3 LUNCHES

LUNCH (FRIDAY, MARCH 19TH)

BREAKFAST AND LUNCH (SATURDAY, MARCH 20TH)

BREAKFAST AND LUNCH (SUNDAY, MARCH 21ST)

BREAKFAST (MONDAY, MARCH 22ND)

[WWW.EPSNJ.ORG](http://WWW.EPSNJ.ORG)

ALL ELIZABETH PUBLIC SCHOOL STUDENTS MAY RECEIVE FREE MEALS REGARDLESS OF STATUS  
PARENTS ARE ABLE TO PICK UP THE GRAB & GO PROGRAM AT THE NEAREST LOCATION TO THEIR HOME.

# COVID-19 PROTOCOL & NOTIFICATION

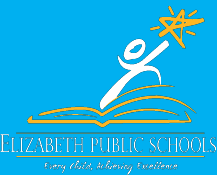
## HEALTH SCREENINGS



### REQUIREMENTS

- All students and staff must be screened for symptoms each day. Staff and students' parents or guardians need to complete a COVID-19 Assessment every day.
  - Parents can access the daily COVID-19 Assessment on their child's iPad or laptop by tapping on the PowerSchool icon. The COVID-19 Assessment must be completed by the parent or guardian no later than 9:00 p.m. on the night before the child is attending school. If a child develops symptoms overnight, please contact the school.
  - The COVID-19 Assessment is available in English, Spanish, Haitian-Creole and Portuguese.
  - Parents and guardians will receive a daily phone call with a reminder to complete the COVID-19 Assessment every evening.
- 
- Temperature screening (for students or staff) will be conducted using a contact-less thermometer prior to boarding the school bus and prior to entering the school.
  - We have posted signs at all entrances instructing students, staff, and visitors not to enter a school if they have any COVID-19 symptoms. COVID-19 symptoms include having two or more of the following:
    - chills, shivers, muscle or body aches, headache, sore throat, nausea/vomiting, diarrhea, fatigue, congestion or runny nose
  - Students having one or more of the following symptoms:
    - fever, cough, shortness of breath, difficulty breathing, new loss of taste or new loss of smell
  - Students or staff with any identified COVID-19 symptoms and/or a temperature of 100.0 or higher must be sent home immediately until testing and/or medical evaluation has been conducted.






# COVID-19 PROTOCOL & NOTIFICATION

## COVID-19 Student Assessment Form

Parents/Guardians or staff members who answer “Yes” to any one of these questions needs to contact the school administrator, school nurse and your physician

1. Has your child experienced two of more of the following symptoms?  <b>Chills, Shivers, Muscle or Body Aches, Headache, Sore Throat, Nausea/Vomiting, Diarrhea, Fatigue, Congestion or Runny Nose</b>	<b><u>NO</u></b> 	<b><u>YES</u></b> STAY HOME and seek medical care
2. Has your child experienced two of more of the following symptoms?  <b>Fever, Cough, Shortness of Breath, Difficulty Breathing, New Loss of Taste or New Loss of Smell</b>	<b><u>NO</u></b> 	<b><u>YES</u></b> STAY HOME and seek medical care
3. Within the past 14 days, have you had close contact with someone who has been confirmed as having COVID-19?	<b><u>NO</u></b> 	<b><u>YES</u></b> STAY HOME and seek medical care and testing
4. Has someone in your household been diagnosed with COVID-19?	<b><u>NO</u></b> 	<b><u>YES</u></b> STAY HOME and seek medical care and testing
5. Have you traveled to an area of high community transmission based on the NJ Travel Advisory list and CDC Travel Notices?	<b><u>NO</u></b> 	<b><u>YES</u></b> STAY HOME Contact the school nurse and your physician

# COVID-19 PROTOCOL & NOTIFICATION

## COVID-19 Testing and Reporting

### REQUIREMENTS

#### Indications for testing:

- We require students and staff to get tested after they develop two or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19

#### Positive test results:

- Parents/guardians and staff are required to notify school administration immediately if the student or staff tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19.
- Upon receiving notification that staff or a student has tested positive for COVID-19 or been in close contact with a COVID-19 case, student or staff member must self-quarantine for 10 days.
- Students/staff who test positive and have completed isolation requirements do not require a medical note or a negative test prior to returning to school/work.

#### Negative test results:

- Symptomatic individuals who are not close contacts and who test negative for COVID-19 can return to in-person school/work after at least 72 hours from fever resolution (if any) and improvement in other symptoms.
- Close contacts to a COVID-19 case who test negative can return to in-person school/work only after completion of 10 days of quarantine from last exposure.
- Documentation of negative test results must be provided to school administration





# COVID-19 PROTOCOL & NOTIFICATION

## Response to Suspected or Confirmed Cases and Close Contacts

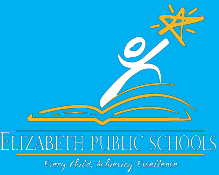
### REQUIREMENTS

#### Suspected COVID-19 Case(s) Response:

- Our schools have an isolation room or area to separate anyone who exhibits COVID-19 symptoms.
- Any students or staff exhibiting symptoms should wait in an isolation area until they can be transported home or to a healthcare facility, as soon as practicable.

#### Confirmed COVID-19 Case(s) Response:

- Staff and families in the school community will be notified of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.
- Close off areas used by any sick person and do not use before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation.
- For settings in which stable classroom cohorts have been maintained: All students and staff within the same classroom cohort as the confirmed COVID-19 case should be sent home immediately and instructed to quarantine at home for 10 days from the last exposure and be tested in accordance with Public Health Department recommendations.
- For settings in which stable classroom cohorts have NOT been maintained: Utilize class seating rosters and consultation with teachers/staff to identify close contacts to the confirmed COVID-19 case in all classrooms and on-campus activities. A close contact is someone who has been within six feet of the case for a prolonged period of time (at least 10 minutes) regardless of face covering use. Close contacts should be sent home immediately and instructed to quarantine at home for 10 days from the last exposure and be tested in accordance with Public Health Department recommendations.
- Urge parents/guardians to notify any individuals or organizations with which their child has close contacts outside the school setting.



# COVID-19 PROTOCOL & NOTIFICATION

## Response to Suspected or Confirmed Cases and Close Contacts (cont.)

### Close Contact(s) to a Confirmed COVID-19 Case Response

- Close contacts should be sent home immediately and instructed to quarantine at home for 10 days from the last exposure and be tested in accordance with Public Health Department recommendations.

### Return to School after Testing: Positive test results

- Symptomatic individuals who test positive for COVID-19 can return at least 10 days since symptoms first appeared AND at least 72 hours with no fever AND improvement in other symptoms.
- Asymptomatic individuals who test positive for COVID-19 can return 10 days after their positive test result was collected.

### Negative Test Results

- Symptomatic individuals, who are not close-contacts and who test negative for COVID-19 can return 72 hours after resolution of fever (if any) and improvement in symptoms.
  - Documentation of a negative test result should be provided to school administrators.
  - In lieu of a negative test result, allow students and staff to return to work with a medical note by a physician that provides alternative explanation for symptoms and reason for not ordering COVID-19 testing.
- Individuals who are close contacts to confirmed COVID-19 cases, who test negative at least 6 days after exposure, and remain asymptomatic, can return 10 days after the date of last exposure to the case. If a close contact continues to be exposed to a case during their isolation (e.g., household member), quarantine ends 10 days after the case's isolation period ends



# COVID-19 PROTOCOL & NOTIFICATION

## Steps to Take in Response to Confirmed or Suspected COVID-19 Cases and Close Contacts

Scenario	Immediate Actions	Communication
<b>Scenario 1:</b> A student or staff member either exhibits COVID-19 symptoms or has a temperature of 100.0 or above.	<ul style="list-style-type: none"> <li>• Student/staff are assessed by the school nurse</li> <li>• Student is placed in a Rest Room until parent arrives</li> <li>• Student/staff sent home</li> <li>• School administration notified</li> <li>• Student/staff instructed to get tested</li> <li>• Classroom remains open</li> </ul>	No action is needed
<b>Scenario 2:</b> A family member or someone in close contact with a student or staff member (outside the school community) tests positive for COVID-19	<ul style="list-style-type: none"> <li>• Student/staff stays home</li> <li>• School administration notified</li> <li>• Student/staff instructed to get tested around day 6 after exposure to case</li> <li>• Student/staff instructed to quarantine, even if they test negative, for a full 10 days after date of last exposure to COVID-19 case</li> <li>• Classroom remains open</li> <li>• If student/staff tests positive during quarantine, see Scenario 3 below</li> </ul>	Letter to Student/Staff Member who is a Close Contact of a COVID-19 Case  <b>AND</b> Letter to Cohort Members (in Cohort Settings)
<b>Scenario 3:</b> A student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> <li>• Student/staff sent home if not already quarantined</li> <li>• School administration notified</li> <li>• Public Health Department notified</li> <li>• Student/staff instructed to isolate for 10 days after symptom onset AND at least 72 hours after resolution of fever AND improvement in symptoms (If never symptomatic, isolate for 10 days after date of positive test.)</li> <li>• School-based close contacts identified and instructed to test &amp; quarantine for 10 days and classroom closes.</li> <li>• School closes for 48 hours</li> </ul>	<u>For Cohort Settings</u> Letter to the Student/Staff Member Who is a COVID-19 Case  <b>AND</b> Letter to Cohort Members



# COVID-19 PROTOCOL & NOTIFICATION

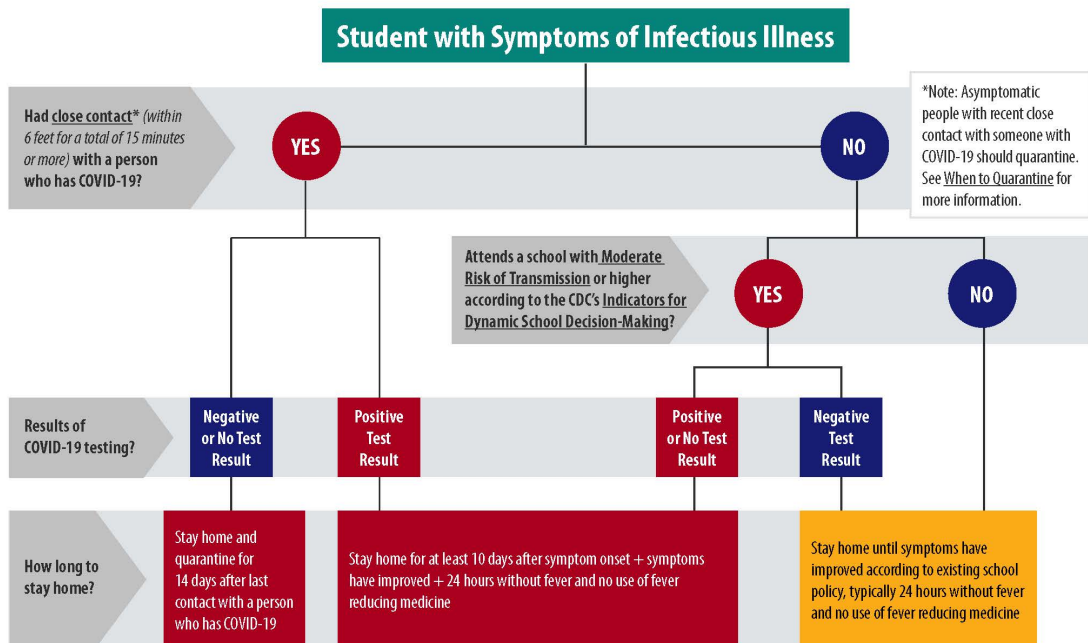
## Steps to Take in Response to NEGATIVE Test Result and Return to In- Person School/Work

Scenario	Immediate Actions	Communication
A student or staff member tests negative for COVID-19 after Scenario 1 (symptomatic)	<ul style="list-style-type: none"> <li>Student/staff may return to school 72 hours after resolution of fever and 24 hours after resolution other symptoms. No fever reducing medication.</li> </ul>	Student family/staff to bring evidence of negative COVID-19 test or medical note if testing not performed
A student or staff member tests negative	<ul style="list-style-type: none"> <li>Student/staff must remain in quarantine for a full 10 days after date of last exposure to COVID-19 case</li> </ul>	Student family/staff to bring evidence of negative COVID-19 test or medical note if testing not performed
A student or staff member tests negative after routine screening	<ul style="list-style-type: none"> <li>Can return to school/work immediately</li> </ul>	Student family/staff to bring evidence of negative COVID-19 test or medical note if testing not performed

# COVID-19 PROTOCOL & NOTIFICATION

## Isolation and Quarantine Guidelines While Awaiting and After Receiving COVID-19 Test Results

### COVID-19 SCHOOL SYMPTOM SCREENING FLOWCHART



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

CS 221720A November 13, 2020 4:25 PM

## Virtual Learning for Particular Students

- Remote learning is available for the following students:
  - Students who are medically fragile or would be put at risk by in-person instruction, or who are isolating or quarantining because of exposure to COVID-19
  - Students who live in a household with anybody who is medically fragile
  - Students whose parents elected for Virtual Learning



# ATHLETICS

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

**NOTE:** In keeping with its pledge to providing as complete a spring season as possible, the NJSIAA's schedule for the spring of 2021 offers the opportunity for the same number of games to be played as during a conventional season, while also providing the opportunity for statewide championships. Start dates were pushed back to minimize overlap with sports

"Minimizing overlap and avoiding direct conflicts between sports has always been a top priority of the Sports Advisory Task Force," said Dave Frazier, chair of the task force. "After the loss of the spring 2020 season, we want to ensure every student-athlete has the opportunity to participate in each sport they would have during a normal year."



The Elizabeth Athletic Department is committed to providing the necessary materials and guidance to promote behaviors that reduce the spread of COVID-19, such as social distancing, frequent hand washing, and the use of face coverings. We will ensure that our coaches and athletes comply with all guidelines issued by the Governor's office, the CDC, NJDOH, and the EPS health officials while participating in practices and NJSIAA interscholastic competition.

Through a Partnership with Hudl Technology, the Elizabeth Athletic Department is now able to Livestream Events from the Dunn Sports Center and EHS – Frank J Cicarell Academy to our district YouTube channel.

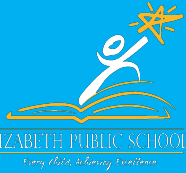
We look forward to expanding our partnership to include livestreaming events from the Winter and Spring held at Williams Field and Thomas A. Edison Career and Technical Academy.

## HUDL



### 2020-2021 Elizabeth Athletics

- Winter I Sports included:
  - Boys Basketball 9-3
  - Girls Basketball 7-3
  - Bowling
    - Jaelynn Johnson and Sara Fleming finished 1<sup>st</sup> and 2<sup>nd</sup> in the UCT Tournament
- Winter II Sports includes:
  - Boys Swimming
  - Girls Swimming
  - Boys Indoor Track
  - Girls Indoor Track
- Winter III Sports includes:
  - Girls Volleyball
  - Wrestling
- Spring Sports includes:
  - Baseball
  - Softball
  - Golf
  - Boys Volleyball
  - Boys Tennis
  - Boys Outdoor Track
  - Girls Outdoor Track



# SAMPLE SCHEDULE

## WHAT TO EXPECT WHEN RETURNING TO SCHOOL

April 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 Easter Sunday	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 Group A	20 Group A	21 Group B	22 Group B	23 Group B	24
25	26 Group A	27 Group A	28 Group A	29 Group B	30 Group B	

May 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Group A	4 Group A	5 Group B	6 Group B	7 Group B	8
9 Mother's Day	10 Group A	11 Group A	12 Group A	13 Eid-al-Fitr Schools and District Closed	14 Group B	15
16	17 Group A	18 Group A	19 Group B	20 Group B	21 Group B	22
23	24 Group A	25 Group A	26 Group A	27 Group B	28 Group B	29
30	31 Memorial Day Schools Closed					

June 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Group A	2 Group B	3 Group B	4 Group B	5
6	7 Group A	8 Primary Berection Day Schools Closed	9 Group A	10 Group B	11 Group B	12
13	14 Group A	15 Group A	16 Group B	17 Group B	18 Group B	19
20 Father's Day	21 Group A	22 Group A	23 Group A	24 Group B	25 Group B	26
27	28	29	30			

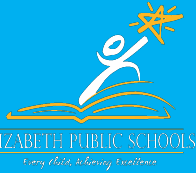
## In-Person Learning Model Weekly Schedule

Due to the CDC requirements, we are required to provide six feet distance between students. As a result, the classroom capacity is reduced to an average of 12 students per class.

Students have been divided into two groups: Group A and Group B

Schedule: Pre-K – Grade 8: **8:20 am – 12:39 pm**  
Schedule: Grades 9 – 12: **7:30 am – 12:22 pm**

Monday	Tuesday	Wednesday	Thursday	Friday
GROUP A	GROUP A	GROUP A	GROUP B	GROUP B
GROUP A	GROUP A	GROUP B	GROUP B	GROUP B



# IN-PERSON LEARNING MODEL

## Reopening Timeline

### **Proposed Reopening Dates**

**March 22**

Autism Program

**April 12**

Egenolf, Headstart and  
Wonder World for Pre-K 3

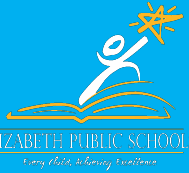
**April 19**

PK – Grade 3  
Grade 9\*

**April 26**

Grade 4-8\*  
Grades 10-12\*

Date subject to change.



# STAY CONNECTED

TO ELIZABETH PUBLIC SCHOOLS



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Elizabeth Public Schools

in the app store.



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[www.epsnj.org](http://www.epsnj.org)



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Elizabeth, NJ



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