

Middlesex County Vocational and Technical Schools

Reopening Plan

A Time Like No Other

- ▶ Courage
- ▶ Persistence
- ▶ Flexibility
- ▶ Innovation
- ▶ **Our school community rises to the challenge!!!!**

Safety

- ▶ Buildings will have fifty percent capacity to ensure social distance guidelines are followed
- ▶ Mandatory face coverings for students and staff
- ▶ Student health screenings by parents daily via genesis
- ▶ In person temperature checks for students
- ▶ Frequent hand washing throughout the school day

In- Person Instruction

- ▶ Hybrid model - Remote/In-person
- ▶ Parents may request all virtual - survey now open - contact principal
- ▶ District option to return to all remote if the state so orders

School Schedule

- ▶ Monday through Friday
- ▶ 8:30 - 3:30

Student Cohorts for Attendance

- ▶ Students will be assigned to a group/cohort for attendance
- ▶ Group 1 - Last Name A - K
- ▶ Group 2 - Last Name L - Z
- ▶ Shared Times - Individual schedules based on sending districts transportation availability.
 - ▶ Consult your building principal for more information

Weekly Group Schedules

Week 1

Monday A- Group 1
Tuesday A-Group2
Wednesday B-Group 1
Thursday B-Group 2
Friday A-Group 1

Week 2

Monday A-Group 1
Tuesday A - Group 2
Wednesday B - Group 1
Thursday B-Group 2
Friday A- Group 2

Week 3

Monday A - Group 1
Tuesday A- Group-2
Wednesday B- Group 1
Thursday B - Group 2
Friday B -Group 1

Week 4

Monday A-Group 1
Tuesday A -Group 2
Wednesday B Group 1
Thursday B - Group 2
Friday B- Group 2

The MCVTS focused our plan based on the 4 key principles outlined in the New Jersey Department of Education's Road Back Plan

- ▶ The 4 key principles are
 - ▶ Conditions for Learning
 - ▶ Leadership and Planning
 - ▶ Policy and Funding
 - ▶ Continuity of Learning

Conditions for Learning - 10 Critical Areas of Operation

- ▶ General Health and Safety Guidelines
- ▶ Classroom, Testing, and Therapy Rooms
- ▶ Transportation
- ▶ Student Flow, Entry, Exit and Common Areas
- ▶ Screening, PPE, and Response to Students and Staff Presenting Symptoms
- ▶ Contact Tracing
- ▶ Facilities Cleaning Practices
- ▶ Meals
- ▶ Physical Education
- ▶ Extracurricular Activities and Use of Facilities

Conditions for Learning

#1 - General Health and Safety Guidelines

- ▶ Protocol for High Risk Staff Members
 - ▶ Staff members who are at high risk:
 - ▶ Option 1 - Staff member reports to his/her respected classroom and will monitor all remote instruction from their classroom. No students and or staff will be allowed to enter the classroom and the door/room will be clearly marked no entry.
 - ▶ Option 2 - Staff member does not report to work, but will monitor all remote instruction. They will be responsible for monitoring and ensure the students are learning remotely.
- ▶ Protocol for High Risk Students
 - ▶ Any student who is high-risk will have the option of full remote learning.
- ▶ Promotion of behavior to help stop the spread of the virus.
 - ▶ Signage in high traffic areas in the school
 - ▶ Entrance/exits
 - ▶ Cafeteria
 - ▶ Bathrooms
 - ▶ Hallways
 - ▶ Daily announcements reinforcing social distancing and handwashing.

Conditions for Learning

#2 - Classroom, Testing and Therapy Rooms

- ▶ **Social Distancing in Instructional and Non-Instructional Rooms**
 - ▶ Buildings will run at half capacity. Classroom's may have the ability to keep desks 6 feet apart, ensure all desks face in the same direction, and make sure social distancing guidelines are followed. CTE instructors will utilize small group instruction for demonstrations and make clear distinctions between lab and lecture areas to enforce social distancing. All students are required to wear a mask when in hallways and classrooms. Students may only remove masks if they have an outlined health condition, eating breakfast and/or lunch, and outdoor physical activity.
- ▶ **Minimizing the use of shared objects**
 - ▶ All career major classrooms will strongly encourage students to wear gloves when using tools, knives, etc. When gloves are not an option, each object (computer, tool, etc.) will be cleaned before the next group of students. Students will assist in the proper cleaning of their own tools and workstations, including computer keyboards and mice. Time will be allocated in each block for this purpose to ensure staggered release times are met.
- ▶ **Procedures for Hand Sanitizing/Washing**
 - ▶ Hand sanitizing and washing stations will be placed in high traffic areas (entrances, exits, and cafeteria). Where stations are not accessible, single pump units will be in each classroom.
 - ▶ Increase hand washing signage in hallways and bathrooms.
 - ▶ District may purchase handwashing stations in the cafeteria to reinforce handwashing.
 - ▶ CTE shops with handwashing stations will continue to reinforce good hygiene and best sanitary practices for student health.

Conditions for Learning

#3 - Transportation

- ▶ Student Transportation

- ▶ The district does not offer transportation services. We rely on sending school districts to transport our students. We will work in concert with the sending districts to ensure the safe transport of our students

- ▶ b. Social Distancing on School Buses

- ▶ We will run at half capacity so social distancing may happen. If not, students will be required to wear masks on bus. Once students exits the bus, they must wear masks at all times on school grounds.

Conditions for Learning

#4 - Student Flow, Entry, Exit, & Common Areas

- ▶ Location of Student Screening (Entrance)
 - ▶ Students: Each building will have a dedicated area to conduct student screening.
- ▶ Location of Staff Screening (Entrance):
 - ▶ Staff will conduct a Google form health screening to self-report symptoms. Any staff member that exhibits symptoms will not report to work and we will consult with the Middlesex County Department of Health. Staff will be encouraged to use alternate entrances to distance themselves from the student entry.
- ▶ Social Distancing in Entrances, Exits, and Common Areas
 - ▶ Schools will have dedicated entrances to ensure screenings are completed. The schools will dismiss students in a staggered fashion at the conclusion of each block period to prevent congestion in the halls. Social distancing signage will be visible in the halls, classrooms and high traffic areas to remind students and staff to social distance. All common areas will be utilized as additional classroom/cafeteria space therefore off limit for students to loiter and congregate.

Conditions for Learning

#5 - Screening, PPE, & Response to Student and Staff Presenting Symptoms

- ▶ Screening Procedures for Students and Staff
 - ▶ Students: Each building will have a dedicated area to conduct student screening. Parents will fill our pre-screening survey form in genesis and have temperature screening upon entry. Teachers and administrators will conduct the in-person screening. Teachers who are working remotely or in-person, will assist in gathering data from the daily health screening survey. If a student has a temperature >100.4 , we will wait and retest to ensure accuracy. If they exhibit a temperature >100.4 , the student will be escorted to a discrete location and will await parental pick-up from school. The school will contact the Middlesex County Department of Health to report the positive case and follow their guidelines on when the student may return to school.
 - ▶ Staff: Staff will complete a Google form health screening to self-report symptoms.

Conditions for Learning

#5 - Screening, PPE, & Response to Student and Staff Presenting Symptoms

- ▶ Protocols for Symptomatic Students and Staff are as follows:
 - ▶ The student will be escorted to designated health rooms where discretion is vital. Parent/guardian will be contacted and the students will exit the building once parent/guardian signs them out. Any staff who exhibit symptomatic traits will immediately leave the building after they notify an administrator.
 - ▶ The school will notify the Middlesex County Department of Health and follow their guidelines on when the student/staff person may return.
- ▶ Protocols for Face Coverings
 - ▶ All students and staff must wear face coverings in the building at all times. Staff may remove their mask if they are in their office or classroom with no other students or staff. Students may remove their mask to eat breakfast/lunch, participate in outdoor physical education, or have a medical condition. All visitors must wear a mask if they enter the building. Faculty rooms are off limits except for making copies and heating food.

Conditions for Learning

#5 - Screening, PPE, & Response to Student and Staff Presenting Symptoms

▶ PPE

- ▶ All students will be required to provide their own face covering to school. The district will have single use masks for those students who do not have their mask upon entry to the building.
- ▶ Staff will be provided cloth face coverings, but may also use their own if they feel comfortable. All staff who are administering temperature checks will receive proper face coverings, face shields, and gloves to ensure the safety of all staff conducting temperature screenings.

Conditions for Learning

6 - Contact Tracing

- ▶ The school nurse will track all students and staff who test positive for COVID-19 and work directly with the Middlesex County Department of Health.

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **Cleaning and Disinfection Throughout the School:**
 - ▶ Light switches and switch plates - in spaces occupied, (2) two times daily
- ▶ **In the Halls:** (2) times daily
 - ▶ Door handles
 - ▶ Handrails
 - ▶ Elevator buttons
 - ▶ Floors

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **In the Classrooms:** Once daily in addition to alternating 3 day cleaning of hard surfaces prior to daily disinfection.
 - ▶ Desktops and in-desk storage
 - ▶ Seats
 - ▶ Classroom books
 - ▶ Class Equipment (microscopes, globes, pencil sharpeners, etc.)
 - ▶ Storage spaces (cubes, coat rack, etc.)
 - ▶ Floors
 - ▶ Door, closet, file cabinet handles, and safe.
 - ▶ Telephones
 - ▶ Touchscreens
 - ▶ Keyboards
 - ▶ Waste and recycling bins
 - ▶ Public Address systems

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **In the Offices:** Once daily in addition to alternating 3 day cleaning of hard surfaces prior to daily disinfection.
 - ▶ Seats
 - ▶ Administrative equipment (copier buttons, fax machine, etc.)
 - ▶ Storage spaces (cubes, coat rack, etc.)
 - ▶ Door, closet, file cabinet handles, and safe.
 - ▶ Telephones
 - ▶ Touchscreens
 - ▶ Keyboards
 - ▶ Public Address systems

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **CTE:** Instructor disinfection to be provided.
 - ▶ In addition to Classroom and Office items:
 - ▶ Hand tools and equipment
 - ▶ Tool room gates
 - ▶ Safety interlocks
 - ▶ Equipment operational controls

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **Cafeteria or Satellite Dining Area(s):** After each use
 - ▶ Tables
 - ▶ Chairs
 - ▶ Handrails
 - ▶ Countertops
 - ▶ Touchscreens
 - ▶ Napkin dispensers
 - ▶ Vending machine buttons
 - ▶ Microwave handles and buttons
 - ▶ Refrigerator and freezer door handles
 - ▶ Waste and recycling bins

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **Restrooms:** Minimum 2 times daily
 - ▶ Doorknobs and handles
 - ▶ Faucet handles
 - ▶ Paper towel dispenser handles
 - ▶ Hand dryer buttons
 - ▶ Soap dispenser buttons
 - ▶ Toilet paper dispensers
 - ▶ Sanitary napkin dispensers
 - ▶ Toilet flush handles
 - ▶ Toilet doors, door handles, and locks

Conditions for Learning

#7 - Facilities Cleaning Practices

- ▶ **Athletic Facilities:** Restricted until September 15, 2020
- ▶ Locker rooms
 - ▶ Locker handles
 - ▶ Benches
 - ▶ Door handles
- ▶ Shared sports equipment and weight room or conditioning equipment used.
- ▶ **Auditoriums and Gyms:** Social distance and after use end of day disinfection.
 - ▶ Seats
 - ▶ Benches
 - ▶ Scoreboard buttons
 - ▶ PA equipment

Conditions for Learning

#8 - Meals

- ▶ Schools will have staggered cafeteria schedules to ensure students socially distance while eating lunch. Aramark will follow all guidelines established by the NJDOE. Schools will have satellite cafeterias to spread students out, and further reinforce social distance guidelines. Schools will be encouraged to have students eat outdoors if the weather permits. All cafeteria tables will limit the number of students further reinforcing social distance guidelines.
- ▶ Four of our campuses currently offer universal breakfast program to all students. Aramark will have a mobile cart to make breakfast available to students.
- ▶ The district will develop protocols and procedures to ensure the delivery of breakfast/lunch for students who qualify for free/reduced lunch during remote learning days.

Conditions for Learning #9 - Physical Education

- ▶ No locker rooms/changing
- ▶ No weight room instruction
- ▶ Students **MUST** wear face coverings when indoors
- ▶ One student permitted to use restroom
- ▶ Utilize 4 marking periods of health
- ▶ Meet in the gymnasium and go directly outside
- ▶ Inclement weather plan- alternate assignments/lessons such as:
 - ▶ Yoga- in the gymnasium when possible
 - ▶ Schools will utilize empty classroom space for alternate assignments

Conditions for Learning

#10 - Extracurricular Activities and Use of Facilities

- ▶ All external use of facilities must be approved by the superintendent after consultation with the building principal or director(s).
- ▶ All field trips and internal use of facilities will be suspended unless authorized by the superintendent.
- ▶ All professional service career majors (baking, dry cleaning, cosmetology, automotive, etc.) will be closed to outside customers. Teachers may still utilize select services (automotive and dry cleaning) only after they completed a liability waiver.
- ▶ Extra-curricular activities will be limited to essential clubs and organizations on a limited basis.

Leadership and Planning District Pandemic Response Team

- ▶ Dianne Veilleux, Superintendent
- ▶ Keith Jones II, Board President
- ▶ Laura Czarneski, Board Member
- ▶ Jeffrey Bicsko, Assistant Superintendent
- ▶ Karl Knehr, Business Administrator
- ▶ David Johnson, Director of Personnel
- ▶ Frank Paprota, MCVEA President, Teacher
- ▶ Wanda Crespo, MCOPA President, Administrative Assistant to Principal
- ▶ Donald Sinclair, MCEA President, Maintenance Foreman
- ▶ Michael Pede, MCPSA President, Director of Athletics
- ▶ Dawn Lystad, Director of Adult Education
- ▶ Sean McDonald - Director of Career Technical Education
- ▶ Eugene Catanzaro, Supervisor of Instructional Services
- ▶ Danial Gallant, Supervisor of Instructional Services
- ▶ Renee Davis, Supervisor of Special Education
- ▶ Adam Reckenwald, Supervisor of Career Technical Education
- ▶ Michael Cappiello, Principal, East Brunswick Campus
- ▶ Robert Feldman, Principal, East Brunswick School of Career Development
- ▶ John Jeffries, Principal, Edison Academy
- ▶ Brian Bilal, Principal, Perth Amboy Campus
- ▶ Nicole Slade, Principal, Piscataway Campus
- ▶ Robert Fuller, Principal, Woodbridge Academy

School Pandemic Response Teams

▶ East Brunswick Campus

- ▶ Michael Cappiello, Principal
- ▶ Robert Feldman, Principal
- ▶ Joseph Adochio, Assistant Principal
- ▶ Kelly Nakielny, Assistant Principal
- ▶ Nurse Bari Colon
- ▶ Bruce D'Apolito, Head Custodian
- ▶ Bradley Harris, School Psychologist
- ▶ Morgan Lalevee, Guidance
- ▶ Kathy Canning, Guidance
- ▶ Jennifer Meagher-DiEllo (parent and teacher)
- ▶ Christie Alston, Science teacher
- ▶ Zachary Levine, English teacher
- ▶ Louis Libitz, Digital Film teacher
- ▶ Brien Wiseman, Building services teacher
- ▶ Lauren Genco, Baking Instructor
- ▶ Jennifer Moir, Science teacher

▶ Piscataway Campus

- ▶ Nicole Slade, Principal
- ▶ Debra Halpern, Social Worker
- ▶ Brent Landers, Guidance
- ▶ Nurse- Nicole Kelly
- ▶ Rachel Adams, Teacher
- ▶ Tomasso Incognito, Teacher
- ▶ Mindy Brzozowski, Teacher for students with special needs
- ▶ Mike McKinney, Career Major Instructor
- ▶ Allen Stone, Head Custodian
- ▶ Roxann Day, Parent
- ▶ Elissa Goldstein, SAC
- ▶ Richard Heffers, Assistant Principal
- ▶ Sonja Paprota, Assistant Principal
- ▶ Erica DeloSantos, Assistant Principal

School Pandemic Response Teams

▶ **Perth Amboy Campus**

- ▶ Brian Bilal, Principal
- ▶ Rhonda Baskerville, Assistant Principal
- ▶ Anair Rios, Administrative Assistant
- ▶ Lee Resto, Head Custodian and Parent
- ▶ Guy Johnson, Guidance
- ▶ Karen Cretella, Nurse
- ▶ Patricia Forseman, Media Specialist
- ▶ James Rand, Career Major Instructor
- ▶ Frank Paprota, Teacher
- ▶ Debra Brown, Teacher

▶ **Woodbridge Academy**

- ▶ Robert Fuller, Principal
- ▶ Marie Bowen, Teacher
- ▶ Joe Cabrera, Head Custodian
- ▶ Katie Elko, Guidance
- ▶ Cristina Kelly, Nurse
- ▶ Scott Modzelewski, Teacher
- ▶ Rafael Nava, Teacher

School Pandemic Response Team

- ▶ **Edison Academy**
- ▶ John Jeffries, Principal
- ▶ Amro Mosad, Assistant Principal
- ▶ Richard Fernandez, Guidance
- ▶ Jorge Jiminez, Head Custodian
- ▶ Wallace Smith, Teacher
- ▶ Katherine McNulty, Teacher
- ▶ John Ocker, Teacher
- ▶ Marc Weinstein, Teacher
- ▶ Michelle Gomes, Teacher
- ▶ Rosemaria Simmons, Nurse
- ▶ Lori Belotti - Parent
- ▶

Policy and Funding

- ▶ Middlesex County Vocational and Technical Schools currently stands prepared to deal with the fiscal challenges brought on by the COVID-19 pandemic health crises. As we make preparation to open school in September 2020, we have identified local, state, and federal resources to aid in our transition to in person instruction.

Continuity of Learning

- ▶ Ensure needs for the delivery of special education are met
- ▶ Strive to ensure every student has access to technology
- ▶ Plan for curriculum, instruction and assessment to build staff capacity
- ▶ Provide professional development that addresses the unique needs and learning status of the students upon their return
- ▶ Maintain CTE programs

Continuity of Learning

- ▶ Ensure needs for the delivery of special education are met
 - ▶ Annual Review IEP meetings are held virtually or via phone for each full-time MCVTS student in accordance with N.J.A.C. 6:A 14
 - ▶ Meetings are held virtually or via phone as necessary to update 504 Plans
 - ▶ Related services, accommodations and/or modifications are rendered remotely during distance learning
 - ▶ CST Case Managers and School Counselors maintain contact with students and parents in support of remote learning

Continuity of Learning

- ▶ Strive to ensure every student has access to technology
 - ▶ The district sent out surveys in March 2020 to the students and parents to determine the number of students that require district provided devices and/or internet access in order to access remote instruction.
 - ▶ The District committed resources to ensuring full connectivity across our district.
 - ▶ The district is in the process of conducting a technology needs assessment of our newly enrolled students starting with the district in September. Previously enrolled, returning students have already been established in our remote environment.
 - ▶ At the end of the 2020 school year, the schools collected the devices that were distributed. With the Cares Act Grant (ESSER) and the Digital Divide Grant, the schools are closing the gap of the digital divide and purchasing enough devices for students to work remotely starting in September. Chromebooks and wifi hotspots will be available for all of the students who are in need.

Continuity of Learning

- ▶ Plan for curriculum, instruction and assessment should build staff capacity and incorporate collaboration among educators and stakeholders
 - ▶ Our district places a high priority on continually improving the curriculum, instruction, and assessment feedback loop. As mentioned, new technologies are being implemented into an already existing system that includes teacher teams working with district supervisors to maximize the effectiveness of our systems. Some of the items they have been working on are: adjustments to the curriculum to put emphasis on essential curriculum standards to allow more time for remediation, quality assessments that can be used both virtually or in-person both formative and summative in nature, and creating ready-made resources for teachers to use in this new hybrid learning environment.
 - ▶ Webinars will also be provided to staff, students and parents in areas of: social-emotional wellness and regulation, mindfulness, time management, reintegration best practices.

Continuity of Learning

- ▶ Provide professional development that addresses the unique needs and learning status of the students upon their return
 - ▶ A cohort of teachers are being trained prior to the start of the school year in the construction of effective hybrid environments. These teachers will then turn-key this training to their respective schools and departments. On top of the hundreds of completed professional development hours in virtual classrooms completed in May of 2020 the district will continue to provide one-on-one coaching for teachers who need additional support in this new paradigm of learning.

Continuity of Learning

▶ Maintain CTE programs

- ▶ CTE content needs to be divided into Lecture vs Lab to maximize the hands-on time spent in shops and the additional content which can be delivered remotely. Ideally, new concepts and reviews could be delivered remotely and formative and summative assessments would take place with hands-on instruction in person.
- ▶ In conversations with the DOE and business and industry, it has been agreed that if students can be placed in job sites safely, the standard for work-based learning (WBL) will be in-person work. However, for mentorships and other industry experiences like site-tours, field trips, guest speakers, etc. the alternative would be remote experiences including live video conferencing or pre-recorded presentations that can be utilized by multiple classes and multiple campuses.
- ▶ Curriculum PD hours are being provided to staff whose programs do not meet non-traditional percentages. As part of this process, staff will be examining their exploratories to ensure that students feel welcome regardless of the content area. Staff will also be reflecting on existing year-round curriculum, promotion of program, classroom management techniques, and the set-up of their classrooms in an effort to increase retention of all students, including non-traditional.

We Need Your Help

- ▶ Keep sick children home
- ▶ Notify your school principal of decisions as soon as possible
- ▶ Stay safe

If you have any questions or concerns, please do not hesitate to contact the building principal.