



Clark Public Schools

365 Westfield Avenue • Clark, New Jersey 07066

Edward Grande
Superintendent of Schools

Tel.: (732) 574-9600 x3392
Fax: (732) 574-1456
E-mail: egrande@clarkschools.org

Coronavirus Plan March 11, 2020 Revised March 19, 2020

- A. Demographics
 - i. Please go to [Clark Schools SY 18-19 Performance Report](#) and select the “Demographic” tab towards the top.
- B. Pandemic Committee in place to develop and update contingency plans
- C. Close collaboration with Township Health Department
 - i. Shared information with parents/guardians as per Township Health Department’s request
 - ii. Discontinuing use of water fountains for the time being (mouth pieces, not bottle fillers)
 - iii. Monitoring travel for our students and staff members from our attendance records as per NJ Department of Health and then seeking guidance from Township Health Department as needed
- D. Provided a reminder of good health practices to parents
- E. Close collaboration with Pritchard, our custodial services company, around ongoing, daily/nightly disinfecting
 - i. Custodians are cleaning and disinfecting classrooms and bathrooms with even extra diligence.
 - ii. Disinfectant dispensers are being filled.
 - iii. Telephones and door knobs are being disinfected.
- F. Cleaning of busses by Maintenance Department
- G. School nurses discussing good hygiene with students
- H. Whenever possible, teachers are separating desks into traditional rows so that students are given greater physical distance from each other.
- I. Township Health Department would require us to close school if a student, staff member, or someone in the household of a student or staff member tests positive for the virus.
 - i. The days would count towards the 180-day requirement provided that we deliver remote instruction.
 - ii. Each teacher has access to a Genesis class page that they can communicate with students and parents through. That page can be linked to Google Classroom or the Remind app. Directions to more traditional textbook work can also be posted on the page, and documents can be uploaded. Teachers are being encouraged to use whichever approach they would more typically use, e.g., family workbook pages for early childhood education. The Superintendent, in his communication with parents, will be directing them to those Genesis class pages as the initial point of contact with all

teachers for the sake of consistency across the district.

1. We should have knowledge of the closure prior to student dismissal on the day before the closure so that students can be told to take any needed materials home with them.
 2. The amount of work assigned should allow a teacher to maintain his/her typical pacing and sequencing as closely **as possible**. Depending on the length of the closure, the teacher/teaching team may choose to post assignments daily or weekly. Teacher teams can also collaborate remotely during the closure.
 - a. At the elementary level where the students have one homeroom teacher, that teacher should assign at least two hours of work per day or ten hours of work per week as per State guidelines. Due to the interdisciplinary nature of our grades K-5 language arts and mathematics programs, those ten hours could be divided between those two content areas.
 - b. At the middle and high school levels, we should have no issue meeting that minimum time requirement due to the different courses that each student has if each teacher assigns at least 20 to 25 minutes of work each day.
 3. Parents/students will be told that staff members will be checking their email accounts on a regular basis and that our typical response time will be adhered to. If more advanced modes of communication are already in place for a given teacher, they can still be used.
 4. If a teacher typically assigns and grades work through, for example, Google Classroom, that same approach can be used during the closure. A teacher can also ask to have assignments submitted via email or wait until school reopens to collect them. Flexibility should be demonstrated for the early childhood level.
 5. Parents will be asked to email the teacher if a student is ill and unable to meet a deadline.
 6. If a teacher is sick him/herself and unable to engage virtually, he/she will need to notify his/her principal and post a corresponding message on the Genesis class page. In that case, (a) sick day(s) will be charged.
- iii. Field trips and athletic events will continue, provided that both our district and the hosting site are open. If either is closed, the trip/event will be postponed or cancelled. In the case that a trip/event is taking place as originally planned, we will obviously respect the parents' decision if they choose to have their child not participate.
 - iv. A parent survey will be conducted so that, if households lack the needed technology, we can provide them with that equipment.
 - v. Provision of School Nutrition Benefits or Services for Eligible Students
 1. SFA Name: Clark Township Board of Education
 2. Agreement Number: 03900850
 3. Date Meal Distribution Will Begin: March 16, 2020

4. Date Meal Distribution Will End: To be determined depending on direction received from local, county, and state officials or upon reopening of schools
 5. Schools/Site Where Distribution of Meals Will Take Place: Arthur L. Johnson High School, 365 Westfield Avenue, Clark, NJ 07066
 6. Meals to Be Claimed for Reimbursement Per Day: One meal (lunch) per child per day
 7. The district will utilize a grab-and-go method to provide lunch to students. The meals will be distributed outside of the main entrance of Arthur L. Johnson High School each school day from 10:30 a.m. to 12:30 p.m. All district students qualifying for free and reduced lunch will be eligible for a grab-and-go lunch. Parent/guardians who, for any reason, cannot get to the grab-and-go site will be instructed to contact the District to make arrangements for a designated other to make the pickup on behalf of the family.
 8. The distribution site will utilize the student roster to verify eligibility and to keep track of meal counts. The meals will all include the five components for lunch. All Hazard Analysis Critical Control Point (HACCP) standards will be followed in order to ensure food safety for our students. Currently, the district is not planning to provide meals for multiple days. We are expecting to provide meals daily.
- vi. [Special Education COVID-19 Action Plan](#)
 1. Any services that we are unable to deliver during the closure will be made up upon our reopening.
 - vii. This thinking and planning will obviously expand and perhaps even change as the situation develops and we learn more. For example, the State is supposed to release a checklist/template to help guide our planning, and this document might assist in shedding some additional insights.
 - viii. [Plan Addendum - Employees](#)