

Tinton Falls School District

Closure Plan

Superintendent: Mrs. Lisa Goldey

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| <u>District</u> | <u>Grade Levels</u> | <u>Total Enrollment</u> |
|-----------------------------|---------------------|-------------------------|
| <u>Tinton Falls Schools</u> | <u>PK-8</u> | <u>1426 students</u> |

Demographic information:

Preschool students: 49 students

Homeless students: 26 students

Students with Disabilities: 325 students

Free/Reduced Lunch: 247 students

ELL students: 46 students

Part I: Introduction

The Tinton Falls Public Schools has worked collaboratively with Faculty and Staff to develop an educational plan for home instruction in the event the schools need to be closed due to the conditions and criteria outlined in the March 5, 2020 memo entitled, “Guidance Regarding Requirements for Public Health-Related School Closure.” Although the district contends that there is no substitute for students and staff to be learning and teaching in school respectively, this plan will provide meaningful home instruction for students in the various academic areas through online as well as project-based learning opportunities. This plan also will articulate provisions for how breakfast and lunch will be distributed to eligible students as well as how special education-related services will be addressed by the district.

Part II: Equitable Access to Instruction for All Students

Remote instruction will be provided to students in various academic areas including ELA, Math, Science, Social Studies, Health, and the other special area subjects. Teachers will post information, assignments, and provide feedback through Google Classroom and/or email. Devices are provided to all students grade 6-8 daily (1-1 take home) and lent to students who do not have access in grade 3-5 (1 to 1 ratio). Students who do not have access to technology consisting of the internet will be provided with paper copies of the assignments and information on Internet essentials provided free by Comcast and hot spot information provided by Comcast. Building staff will be expected to be available to students and parents through online

communication in order to answer questions, provide feedback, or supply assignments from 9:00 am to 1:00 pm each school day.

The following chart will designate more specifically how instruction will be delivered to each home instruction designated school day:

| Grades | Delivery of Instruction | Method of Feedback |
|-------------|--|--|
| Grades 2-8 | <p>Screencastify, Google Classroom and other online resources such as i-Ready, iXL, Study Island, History Alive, etc.</p> <p>Pre-printed materials will be available to students who do not have Internet Access</p> | <p>Google Classroom Forms, Review of Online Work, Email, Phone Calls, Google Hangouts.</p> <p>Supplemental pre-printed materials will be available to students who do not have Internet Access</p> |
| Grades PK-1 | <p>Project-based learning using age-appropriate, pre-printed assignments, materials, and resources</p> <p>Available and educational appropriate online learning resources such as be posted on Google Classroom or on teacher websites</p> | <p>Google Classroom Forms, Review of Online Work, Email, Phone Calls</p> |

Although all assignments will be reviewed by the teachers, instructional staff will convey to students in advance which assignments are graded for report card purposes based on learning objectives.

Part III- Provisions for Special Education and Related Services for Students with Disabilities

Due to logistics as well as current laws/code, Tinton Falls Public Schools will track and account for each related service missed through the examination of student schedules and provide for compensatory services when school resumes. The Director of Special Services will track and account for the time and services missed. In addition, the Special Services Office will schedule compensatory services in the future.

Identified students are receiving modified lessons, in accordance with their IEPs. Also, students who receive accommodations through their IEP or 504 plans, will receive continued support through the special education teacher using a variety of modalities inclusive of curriculum, books

online, text to speech, individualized support from the special education teacher, Screencastify, and other technology resources to adapt the materials.

For the first week of the school closure, we will delay IEPs meetings. Starting during the second week of the closure, IEP meetings (initial eligibility or reevaluations) will be held via Zoom or Google Hangout with parent consent. If technology is a limitation, phone calls will be made to hold the meetings.

Communication will be made to Out of District facilities and families regarding school closure, and other pertinent information in the school district. This communication will be through our different departments and case managers.

Students with medical needs will be contacted by our school nurses, this includes medical fragile students.

Students with social-emotional needs will be contacted by our school counselors and CST members. Parents will be notified of the availability of our school counselors to provide support to all learners.

Part IV- Provisions for School Nutrition Benefits or Services of Eligible Students

Number of Free and Reduced Lunch Students: 247 students.

Food service operations are managed and provided through Aramark. Aramark will open the kitchen at the Tinton Falls Middle School in the morning for two days. Eligible students (free and reduced students) will be provided with a “Grab and Go” style breakfast and lunch for eligible students. These will be delivered through a drive-thru method in front of the Tinton Falls Middle School. Breakfast and lunch meals may be provided on a multi-day basis to avoid return trips to the schools. Two days of food will be provided on Mondays and three days of food will be provided on Wednesday. This location and times will be advertised to eligible parents in advance via letter, posted on the district website, Honeywell, and social media (Facebook/Twitter).

Displaced students (homeless) will have food delivered to their current residence.

The location for pick up includes:

| School | Address | Contact |
|----------------------------|--|---|
| Tinton Falls Middle School | 658 Tinton Avenue Tinton Falls, NJ 07724 | Vincent Daniels, Business Administrator 732-460-2406 Ted Bridges, Aramark Food service director, 732-252-2810 ext 7407 |

| | | |
|--|--|--|
| | | Al Nieslen, Aramark Food Services 732-614-5345 (cell) |
|--|--|--|

Part V: Essential Personnel in District:

The Board of Education offices are open daily from 9-1. Non-essential staff members have been encouraged to work from home during these times.

Present in the school district daily: Superintendent of Schools, Business Administrator, Network Administrator, buildings, grounds, and custodial staff at staggered times--following the schedule below:

6:30-3:00: 3 maintenance, 7:00-3:30: 3 grounds; 7:00-3:00: 3 custodians; 9:00-5:00: 11 custodians; 7:00-3:00: 1 administrative assistant; 9:00-5:30: 1 supervisor; 5:00-2:00pm: 1 manager

Food service workers (3 staff members) will be present in the district on Mondays/Wednesdays from the hours of 8-12 to prepare and distribute meals.

The payroll supervisor will be present in the district as needed but has been set up with remote access at home. Accounts payable secretary will also be present as needed but has been encouraged to work at home.

Part VI: Communication:

All public communication will be shared through the electronic blast, website, social media (Facebook/Twitter) and Honeywell Instant Alert system **both in English and Spanish**. At the onset of remote learning, the updates will be daily.

Daily updates have been provided to the staff via the Superintendent office and the principals through email.