



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Beverly City School District – School Preparedness Plan

In the event that the DOH and/or CDC mandates a school *closure*, the Beverly City School will cancel school beginning by using the three (3) unused “snow” days already built into the calendar. In the event that we need to close longer than the three (3) days we have built in, staff will develop and deliver daily learning opportunities for their students that align to the New Jersey Department of Education academic standards and the varied needs of their students. Teachers will prepare multiple means of delivery to their students, communicating activities in a clear format and devising a plan for how students will submit their completed work. Teachers will provide meaningful feedback to students throughout the designated time.

PLAN COMPONENT #1 - Equitable Access of Instruction for All Students - Pre-K - 8th Grade:

The Beverly City School District has approximately 315 students currently enrolled with 65% designated as economically disadvantaged, 22% designated as students with disabilities, and 3.9% as English Language Learners. Our state funded pre-school currently has 46 students enrolled. Because of the unique make-up of our Title I school, packets were the most equitable way to establish strong instruction. That being said, while many families do not have devices in their homes, or WiFi, many parents have established e-mail addresses and correspond with teachers from smartphones. Information regarding this is below.

In the event that the DOH *dismisses* students, faculty will report to school, to continue to create plans, make copies, etc. Students and families can report to school to get their Chromebook (we have a 1:1 program), charger, assigned work, and food. For students who do not have internet access at home, hard copies will be made available. Students will sign out the items, submit assignments on-line, and bring in completed assignments upon the re-opening of school. Teachers made take-home packets for every student, in every subject for Pre-K through 8th grade, as on-line capabilities are not available to all students thus making it equitable for all. Teachers are available virtually, *daily*, through email, Class Dojo, various Google platforms (classroom, chat, hang-out), etc. When possible, teachers will



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implement on-line assignments and assessments using Google classroom/hangout and other programs including:

Math- enVision and Course 2 and 3 online resources through Pearson math, IXL, Reflex, Freckle, Prodigy, Moby Max, Xtra Math, edConnect, Khan Academy

Reading/Writing-Vocabulary Workshop online resources, Common Lit, Raz Kids, readworks.com, Star Renaissance-Accelerated Reader, Learning Ally, Newsela, edConnect

Social Studies- Online HMH resources for 5-8, Sheppard Software (K-4), Scholastic News online resources, Newsela, Discovery Education, edConnect

Science-National Geographic, Discovery Education, Mystery Science, edConnect

Art, Music, Library, PE- all assignments in edConnect

Art- Google classroom with “WOW” assignments

Music-Noteflight, Google classroom

Library-Google classroom

PE- edConnect

In an effort to provide equitable access to all students, 100% of Beverly City School District selected standards-based packets to drive at-home instruction, with supplemental instruction available through the sites listed above.

As a Pre-K through eighth grade district, it was important to note that all teachers worked diligently within their own grade level and developed plans that met the needs of the current students in their class, based on age and ability. Using data, teachers were able to provide a myriad of learning opportunities that will help students grow in all subject areas. Our related arts teachers were able to do the same, and kept in mind the nuances of each age



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group. In addition, our ESL teacher reviewed the packets that would be going home to our ELL students to make sure the directions were clear and accommodations were provided. The ESL teacher also established lessons that will meet the needs of the ESL students' current levels. In addition, our Title I teachers provided extension work that was given with clear directions and manipulatives for students' use. The district is hopeful that these will assist students. Also, these teachers provided scaffolded instruction and materials that are within students' Zones of Proximal Development. Our Gifted and Talented teacher also provided educational opportunities set by students' learning plans. Lastly, our special education teachers provided materials that met the needs of the learners and supported their IEP goals.

Communication is key for teachers and students during this time. We have required that teachers check in with students daily, whether it be by telephone, e-mail, or a myriad of classroom communication sites (DOJO, Google classroom, remind.com, etc.)

A survey completed schoolwide during the week of March 8, 2020, suggested that a majority of students did not have computers in the home, nor did they have access to wifi. That being said, a majority of families did explain that they had SMARTphones, but not consistent service for these phones. A majority of families did say that they have access to their e-mail, either on their own device, or on a partner or friend's device, and would be comfortable checking if school was not in session.

PLAN COMPONENT #2 - Provision of Appropriate Special Education and Related Services for Students with Disabilities:

Beverly City School District has provided instructional materials for each special education student that aligns to the goals and objectives within their IEP's. These materials were specifically designed and created by each special education teacher.



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Student evaluation timelines will be delayed per number of days out of school. IEP timelines in regards to a student's evaluation will be delayed accordingly during the period we are closed. Once we return to school, the period of time we are closed will be added to the timeline. For example, if we were closed for 10 days then the testing period will be extended by 10 days. IEP meetings will be held virtually through Google Meets or via phone at their already scheduled times. If this is not a feasible option, any canceled meetings will be rescheduled within the timeline of the closure. Example: if we are closed for two weeks, the case manager must reconvene that meeting within the first two weeks we are back in session.

Staff will maintain documentation of any phone calls, emails, and any other parental contact or student contact. This will be completed through a contact log. Communication with all families will take place through the school website, email, phone, and/or Google Meets. Beverly City School will utilize Para Plus to assist with communication for families whose native language is not English.

Medically fragile learners will continue to have their nursing plans met through collaboration and communication with their outside providers.

Compensatory related services will be provided during the summer, running simultaneously to our ESY program. Home Program packets with exercises/activities that can be done at home were provided by each treating therapist. However, staff will also partake in "phone check -ins" that equate to the amount of mandated services. Therapists will communicate with families on caseload, via phone/email, as needed (equal to the frequency/duration of IEP mandated services) to check in on students. Regression/Recoupment will be determined upon return to school.

Communication with out of district placements will take place via email. If Beverly City School is closed, and the out of district placement is not, families will be notified of such via



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phone and transportation will be provided. Communication with transportation vendors will take place via phone through our business office as is our standard operating procedure.

PLAN COMPONENT #3 - Provision of School Nutrition Benefits or Services for Eligible Students:

SFA Name: Beverly City Board of Education

Agreement #: 00500380

Date Meal Distribution will begin: March 18, 2020

Date Meal Distribution will end: Unknown at this time

Schools/Site where distribution of meals will take place: Beverly City School

Meals to be claimed for reimbursement per day: (up to two meals, or one meal and one snack, per child per day): Two meals per day

Please outline the SFA's method(s) for meal distribution, including meal content and meal counting and claiming procedure. If the SFA plans to provide meals for multiple days, please outline the plan below. Include how all food safety requirements will be met:

Beverly City is a Community Eligible Provision (CEP) district and offers free lunch and breakfast for all Beverly City School students through to go bags, provided by Nutriserve. The food is available for pick up when materials are picked up. On Mondays, students may report between 10:00 AM - 12:00 PM to receive their meals for Monday and Tuesday. On Wednesdays, students may report between 10:00 AM - 12:00 PM, to receive their meals for Wednesday, Thursday, and Friday. This cycle will occur each week, with the exception of spring break, and until school re-opens. High School students who require food are welcome to participate. The bags will be monitored, but disseminated with work, in a manner that ensures at least 6 feet of social distancing to help mitigate the spread.



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PLAN COMPONENT #4 - Essential Personnel:

Custodians (2) are reporting Monday through Thursday to deep clean and open building for food staff to prep.

Nutriserve Food Staff - 4 coming in to receive deliveries of food and meal prep two times per week (Mondays & Wednesdays) for meal dissemination. Additional days may be needed for food prep.

Administrative team (4) and administrative support staff (3) - Reporting to school on Mondays and Wednesdays to assist with food dissemination.

All other days of the week, administration and administration support staff will be working virtually. Telephones are being forwarded. Payroll/Accounts Payable - working virtually. Teachers/Faculty - working five days a week virtually.