



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Restart and Recovery Plan for Beverly City School District

County: Burlington
District: Beverly City School District
Chief School Administrator: Elizabeth C. Giacobbe, Ed.D.
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According to the guidelines, absent a shift in the public health data, as set forth by the New Jersey Department of Education in The Road Back: Restart and Recovery Plan for Education, school buildings will open in some capacity for in-person instruction and operations in the fall. The reopening of our schools will include necessary limitations to protect health and safety of our students and staff. The Beverly City School District developed five (5) scenarios/options to address re-opening school that were developed with the recognition that we must be ready to adjust our educational models should the spread of the virus and consistent health data require it. This is a living document that will continue to morph and change as the scenarios and guidance requires. The two (2) options, that the "Task Force" feels best suits our districts and family's needs are outlined further in the plan following the critical areas of operations. In all options, the Beverly City School District will meet all of the required critical areas of operations and allows for the Traditional School Day + Social Distancing/At-Home Synchronous E-Learning model (option #1) to be customized to meet the wishes of individual families/students. This option can be customized, but must be put in writing and must maintain consistency to ensure the best continuity of the learning for the student(s) and teacher(s).

The Beverly City School District will strictly adhere to all of the protocol as outlined by the New Jersey Department of Education, CDC, and local health officials. The health and safety of students and staff remain our number one priority and will guide all decisions at the local level. We have incorporated all ten (10) critical areas as outlined in The NJDOE's The Road Back: Restart and Recovery Plan for Education. These ten (10) critical areas are further outlined below, but include:

- General Health and Safety
- Classrooms, 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
- Recess/Physical Education
- Field Trips, Extra-curricular Activities & Use of Facilities Outside of School Hours



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Critical Area of Operation #1 – General Health and Safety Guidelines:

- In all stages and phases of pandemic response and recovery, the Centers for Disease Control and Prevention recommends actions, which Beverly City School has included in the reopening plans:
 - The Beverly City School District has established and maintained communication with local and state authorities to determine current mitigation levels in your community. The Beverly City School maintains weekly communication with the Burlington County Department of Health through collaboration with Burlington County Superintendent's Association along with the local city.
 - The Beverly City School District will protect and support staff and students who are at higher risk for severe illness. We may provide options for telework and virtual learning where applicable and with proper medical paperwork to support such claims.
 - The Beverly City School District will follow CDC's Guidance for Schools and Childcare Programs.
 - The nurse will be stationed in the Nurse's Office for triage and medicine dissemination. The current curriculum office will become the COVID-19 quarantine room and/or outdoor pavilion (weather permitting). Any staff or student exhibiting symptoms will be placed in that room until a parent/guardian can pick them up. They will not be allowed to return to work/school for 14 days or until a negative test is provided.
 - The Beverly City School District will provide reasonable accommodations for individuals that the Centers for Disease Control identifies as having a higher risk for severe illness from COVID-19, including older adults (aged 65 years and older) and individuals with disabilities or serious underlying medical conditions, which may include:
 - Chronic lung disease or asthma (moderate to severe)
 - Serious heart conditions
 - Immunocompromised
 - Severe obesity (body mass index, or BMI, of 40 or higher)
 - Diabetes
 - Chronic kidney disease undergoing dialysis
 - Liver disease
 - Medically fragile students with Individualized Education Programs (IEPs)
 - Students with complex disabilities with Individualized Education Programs (IEPs)
 - Students who require accommodations under a Plan in accordance with the Section 504 of the Rehabilitation Act of 1973 (504 Plan)
 - The Beverly City School District will promote behaviors that reduce spread including:
 - Stay home when appropriate
 - Hand hygiene and respiratory etiquette with proper signage
 - Face coverings
 - Hand sanitizing stations throughout w/ sanitizer with at least 60% of ethyl alcohol



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- All air dryers for handwashing will be disabled and contactless paper towel dispensers will be installed

Critical Area of Operation #2 – Classrooms, Testing, and Therapy Rooms:

- Schools and districts must allow for social distancing within the classroom to the maximum extent practicable. This can be achieved by ensuring students are seated at least 6 feet apart. If schools are not able to maintain this physical distance, additional modifications should be considered. These include using physical barriers between desks and turning desks to face the same direction (rather than facing each other) or having students sit on only one side of the table, spaced apart. Due to the low class numbers established at the Beverly City School District, we will be able to socially distance the students in all of their classrooms, facing in one direction. Additionally, individual barriers will be placed at each child's desk. The two (2) grades, 7th and 8th, where we will not be able to socially distance in their existing classrooms, will be placed in the gym/cafeteria and separated from one another. Per the Governor's new guidance on August 3, 2020 masks/face coverings are required for all students and staff with the exception of those with diagnosed health concerns and have proper medical documentation.
 - At the Beverly City School District, face coverings will be required for students, visitors, and staff unless it will inhibit the individual's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. A confirmed, written medical diagnosis will be required.
 - Use of shared objects will be limited when possible or cleaned between use.
 - At The Beverly City School, we will ensure that the indoor facility has adequate ventilation, including operational heating, and ventilation systems where appropriate. Recirculated air must have a fresh air component or we will open windows if A/C is not provided. The filter(s) for A/C units must be maintained and changed according to manufacturer recommendations. In addition, the school will work with service contractors to maximize fresh air flow throughout the school. This may include opening windows and the use of fans to circulate air.
 - The District is also purchasing personal protection equipment (PPE) that includes reusable fabric face masks for all staff and students, disposable face masks for visitors, disposable gloves, face shields, and clear desk dividers.
 - We have prepared and will maintain hand sanitizing stations with alcohol-based hand sanitizers throughout the building:
 - In each classroom (for staff and older children who can safely use hand sanitizer).
 - At entrances and exits of buildings.
 - Near lunchrooms and toilets.
 - Children ages 5 and younger will be supervised when using hand sanitizer.
 - For classrooms that have existing handwashing stations, stations will be prepared with soap, water, and alcohol-based hand sanitizers. Students should wash hands



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for at least 20 seconds at regular intervals, including before eating, after using the bathroom, and after blowing their nose/coughing/sneezing. Students will use alcohol-based hand sanitizer if washing with soap and water is not possible.

For Beverly City School's Pre-Kindergarten & Kindergarten programs, when possible we will:

- Keep children six feet apart during nap time (have cots oriented head to foot), when eating, and doing other activities.
- Avoid close group learning activities like reading circles.
- Designate times on the schedule to take students out of the classroom to wash hands with soap and water, including, at a minimum: at the start of the day when children enter the classroom, before snacks and lunch, after using the toilet or helping a child use a toilet, after sneezing, wiping, and blowing noses, after snacks and lunch, particularly if hands are sticky, greasy or soiled, when students come in from outdoor play or recess. In limited cases, hand hygiene with an alcohol-based sanitizer or alcohol-based wipes, when there is no visible soiling of hands, are alternatives to hand washing with soap and water by children over 24 months of age, under the supervision of the teacher.
- Limit the use of supplies and equipment to one group of children at a time and clean and disinfect between use.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible.
- Avoid sharing electronic devices, toys, books, and other games or learning aids, or thoroughly clean and disinfect between use.
- Keep each child's belongings separated from other children's belongings.
- Keep classes together to include the same group of children each day (cohorts).
- Not allow mixing between groups/cohorts.
- Allow outdoor activities where possible and when seasonally appropriate, but not allow a mixing of cohorts.

Critical Area of Operation #3 – Transportation:

The Beverly City School District is considered a walking district for students in Pre-Kindergarten through 8th grade. Students typically walk to school or are transported by their families. The Beverly City School District does provide transportation to high school students who attend Palmyra High School. The District will be looking at procedures to best transport the students attending out of district schools in the safest manner possible. Temperature checks will occur as students enter the bus each time. Students will be reminded to respect the suggested 6ft separation as much as possible. The District's school bus will be cleaned and disinfected on a regular basis. The District is also looking at securing another vehicle to allow for better social distancing. This would allow for more space on the bus for each student. Bus(es) will be cleaned and sanitized daily after each use. Windows will be opened when weather permits. Driver(s) will wear face masks. All students riding the bus will be required to wear face masks as well.



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Critical Area of Operation #4 – Student Flow, Entry, Exit, and Common Areas:

The Beverly City School District has established a process for student and staff health screenings. Students will arrive and depart school each day with a face covering. Physical guides will be placed on sidewalks, hall floors and walls, to help ensure that staff and students remain at least six (6) feet apart in lines. All students will remain in their classrooms for the duration of the school day, with the exception of using the bathroom facilities. When students need to exit their rooms, for any reason, they will be required to wear a face covering. Breakfast and lunch will occur in the classrooms and there will be no transitions through the halls to ensure social distancing. Staff will self-screen at home; as well as, have their temperature taken upon arrival in the morning, by the school nurse. Staff will be stationed outside of the entrances to screen students upon arrival with contactless thermometers. Students will be advised to sanitize hands upon arrival to the building and every time they exit the classroom. Students will enter the building differently than in years prior. Students will have to dress appropriately for all weather conditions as we have no accommodations for inclement weather days to safely house students, socially distanced, until they are properly screened. The door they enter; will be the door they exit in the afternoon. The new line up and entrance procedures are as follows:

- Pre-Kindergarten will line up with socially distancing markings on the sidewalk that runs along Melbourne Avenue (in the back of the building by where the new trailers will be placed). If you are facing the back of the building entrance on Melbourne Avenue, the Pre-K will be to the RIGHT of the building as indicated by the markers for grade level/homeroom teachers.
- Kindergarten will line up, with socially distancing markings on the sidewalk that runs along Melbourne Avenue. If you are facing the back of the building entrance on Melbourne Avenue, K will be to the LEFT of the building as indicated by the markers for grade level/homeroom teachers.
- 1st and 2nd grades will line up with socially distancing markings on the sidewalk that runs along Bentley Avenue. If you are facing the front of the building entrance on Bentley Avenue, 1st and 2nd will be to the LEFT of the building as indicated by the markers for grade level/homeroom teachers.
- 3rd and 4th grades will line up with socially distancing markings on the sidewalk that runs along Bentley Avenue. If you are facing the side of the building entrance on Bentley Avenue, 3rd and 4th will be to the RIGHT of the building as indicated by the markers for grade level/homeroom teachers.
- 5th grade will line up with socially distancing markings on the sidewalk that runs along Pine Street. If you are facing the side of the building entrance on Pine Street, 5th grade will be to the LEFT of the building as indicated by the markers for grade level/homeroom teacher.
- 6th grades will line up with socially distancing markers on the sidewalk that runs along Bentley Avenue. If you are facing the side of the building entrance on Pine Street, 6th grade will be to the RIGHT of the building as indicated by the markers for grade level/homeroom teachers.
- 7th and 8th grades will line up under the canopy by the gymnasium/cafeteria entrance with socially distancing on the sidewalk that runs under as indicated by the markers for grade level/homeroom teachers. 7th grade to the RIGHT and 8th to the LEFT under the canopy.



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- Dismissals will be at the same time, but students will dismiss staggered, while wearing masks, to encourage social distancing. Older siblings will be called a few minutes early to gather younger siblings.

Critical Area of Operation #5 – Screening, PPE, and Response to Students and Staff Presenting Symptoms:

- The Beverly City School District Board of Education adopted policy #P-1648 on July 16, 2020, which allows for screening of staff and students upon arrival. Students and staff identified as having symptoms related to COVID-19 will be safely and respectfully isolated from others in the office adjacent to the nurse's office or outside in the pavilion during appropriate weather, with constant monitoring and continued care and supervision of the students and/or staff. If any of the staff or students tests positive for COVID-19, the district administration will immediately notify local health officials, staff, and families that a confirmed case exists while maintaining confidentiality. Staff and/or students who present with a fever may not return to school for 24 hours of having the fever unless accompanied by a doctor's note stating fever was as a result of something other than COVID-19. Proper PPE will be provided to every staff and student.
- Mrs. Alyssa de la Pena, School Nurse, and administrators, Dr. Elizabeth Giacobbe, Mrs. Carly Fanslau, and Ms. Kerri Lawler, have all taken the Johns Hopkins Contact Tracing Course. All will closely monitor cohorts of students and their assigned staff and will be in touch with the NJDOH to move forward with closures or mandatory quarantines. In addition, daily attendance will be monitored for students. Families are instructed to call and inform the nurse of their reason for being absent if it is medically related. She will move forward with the NJDOH guidelines for recommending students stay home and the duration for which they should remain at home per the guidelines.
- Parents will be encouraged to be alert for signs of illness in their children and keep them home when they are sick, as is the practice prior to COVID-19. Our school nurse will use the checklist developed by the CDC and place it on the website. Parents will be encouraged to use this to inform their decisions regarding keeping their child(ren) home. In addition, our school nurse has secured a grant for thermometers through Fluency by Kinsa <https://www.kinsahealth.co/kinsa-for-schools/>. Parents will receive free thermometers in early fall and be able to access an app on their phone which provides further information on keeping children healthy and well. Parents should contact the nurse directly to inform the school of the reason(s) of the absence.
- If at any time a student(s) is absent or quarantined they may participate in the at-home synchronous e-learning if they are well enough to do so. Otherwise they will be marked absent and have the opportunity to make up the missing assignments as they would during a normal absence from school.



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Critical Area of Operation #6 – Contact Tracing:

Contract tracing is the process used to identify those who come in contact with people who have tested positive for contagious diseases, including COVID-19. Typically, this is done through the local health department and that information is shared with the school when necessary.

The Beverly City Board of Education adopted policy #P-1648 on July 16, 2020 with regard to Contact Tracing:

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure. Dr. Elizabeth C. Giacobbe, Ms. Kerri Lawler, Mrs. Carly Fanslau, and Mrs. de la Pena have completed the Johns Hopkins University's COVID-19 Contact Tracing course. Calls to students and staff who are absent to determine the reason for the absence will be reported to Burlington County Department of Health to assist in contract tracing as deemed appropriate. We will conduct close monitoring of groups/cohorts and assigned staff.

Critical Area of Operation #7 – Facilities Cleaning Practices:

A procedure manual has been developed prior to staff and students return to school that will establish cleaning/disinfecting schedules, targeted areas to be cleaned; as well as, methods and materials to be used. All areas will be cleaned on a regular basis and several times throughout the day. As additional CDC protocols recommend, our cleaning practices will be modified. Additional cleaning and disinfecting with particular emphasis on classrooms and therapy rooms. Additional cleaning and disinfecting with particular emphasis on "high touch" areas, such as door knobs, countertops, water bottle filling station, etc. Increased and frequent sanitizing of lavatories, etc.

Critical Area of Operation #8 – Meals:

The Beverly City Board of Education utilizes Nutriserve to provide meals for students. The Beverly City School District will ensure that all food handlers and preparers from Nutriserve will follow the guidelines for safe food prep and delivery, including, but not limited to, wearing gloves and masks, and frequent hand washing in between. Meals will be disposable and served individually in the classrooms or bagged to ensure social distancing occurs while students are eating. The meal preparation and delivery will be reviewed on a regular basis to make sure it is being provided in the safest and healthiest manner to the



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students. Students who are participating in at-home synchronous e-learning will be provided meals on a weekly basis. Day and time will be determined upon Nutriserve's arrival back to work following the summer.

Critical Area of Operation #9 – Recess/Physical Education:

Recess times have been staggered and cones/markings are established to designate specific areas for each class during recess/physical education to avoid cohort mixing. We will not be permitting the direct use of equipment or allow sharing of equipment. When we have enough access to allow for individual use, equipment will be thoroughly cleaned between each use. Teachers will be providing multiple "brain breaks," yoga, movement, etc. activities throughout the day to allow children, of all grades, the opportunity to stretch and move in a safe, socially distancing format.

Critical Area of Operation #10 – Field Trips, Extra-curricular Activities, and Use of Facilities Outside of School Hours:

At this time, the Beverly City School District will suspend all field trips, extra-curricular activities, and the use of the facility outside of the school hours to ensure that the entire building can be cleaned and disinfected thoroughly and appropriately outside of the school hours. YMCA will still be offering aftercare for a limited number of families. We will work collaboratively with the YMCA to ensure students, staff, and faculty safety and well-being. All will wear masks in this program.

Academic, Social, and Behavioral Supports:

The Beverly City School District has always made the social, emotional, and behavioral concerns of our students and staff a priority. Listed below are specific assessments and identification tools the district will use to provide multi-tiered systems of support through the Intervention and Referral Services team, the pre-intervention problem solving grade level teams, the administrative team, and the Child Study Team.

- Academic
 - Baseline assessments using edConnect to measure students' strengths, weaknesses, and gaps in their instruction due to remote learning. Data provided will allow teachers to best instruct students and maximize academic time periods while gearing lessons towards students' needs. These specific assessments will focus on the instruction students would have received at the end of a typical school year. Students will be assessed on their last completed grade level.
 - Computer adaptive assessments using Renaissance STAR which will identify students' current reading levels and math levels, without frustrating students. These assessments hone in on student levels without pushing children to the point of frustration.
 - edConnect assessments that individual teachers can create to identify students' current levels in science, social studies, and related arts.
 - Data will be used to identify students who will meet with Title I support teachers, RTI instructors, and support teachers to receive specific instruction based on students' needs.



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Classroom teachers will also use this data to create daily lessons with differentiated materials.

- Digital Divide
 - At the Beverly City School District, we have prioritized technology and adopted a 1:1 Chromebook initiative, where all students are provided a Chromebook. Should a family decide to do at-home synchronous e-learning, that parent/guardian may request the use of a school district issued Chromebook. This process is determined through email communication after the request for at-home synchronous e-learning is requested. The parent/guardian must then complete an on-line parental agreement form available on the district's homepage. This will need to be completed each school year. Should the district go all remote, the same process will be followed. Parents/guardians requiring the use of a district issued Chromebook will complete the form and arrangements will be made for a safe retrieval of the Chromebook. After the last closure, on March 13, 2020, we provided nearly 200 Chromebooks to the families that required them. We have made similar accommodations and are prepared to send home a Chromebook to any family that does not have their own device at home.
 - The Beverly City School District has worked closely with Assemblywoman Carol A. Murphy and Mr. John Mulholland, the Chief of Staff for Assemblywoman Carol A. Murphy to connect with Mr. Tony Bawidamann, Sr. Director, Government Affairs for Comcast, who has several options for families with students enrolled in the Beverly School District to have access to the internet. Comcast offers free internet for two months for low-income families. After the two months are up, the service is \$99 for the year. For less than \$100 a family can all have internet for \$100 that would cover an entire year. If a family cannot afford; we would have to look at local funds to see if it is a possibility to assist with the covering of the costs.
 - During the last closure in March 2020, we had very few families, less than five (5) that did not have access to the internet. We provided paper copies last year for those families, but should they either A. choose remote instruction, or B. we are required to close, we will work to identify those families in need of participating in the offer from Comcast. Flyers will be sent home when the district sends out the more final plans closer to the start of the 2020-2021 school year.
 - In addition, when device issues arose this past spring, we were able to address them. Our technology coordinator was very accessible and accommodating this spring, and this allowed for families to connect remotely and access online learning in meaningful ways, because of his assistance.
 - This fall, class sizes allow for teachers to be very familiar with our families and their access to technology. Should circumstances prevent or preclude a student from gaining access, the teacher will immediately let administration and our technology coordinator know. At



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that time, our technology coordinator will arrange for a phone call and attempt to remedy the issue remotely. If this does not resolve the issue, our technology coordinator will arrange for a time that the family can bring the device and he can review the issue in person. If warranted, new technology will be issued to this family.

- Behavioral
 - Staff will receive a review of Trauma Informed Teaching Techniques on the days leading up to school opening.
 - Teachers will be encouraged to monitor behavioral concerns using the district referral form located on their desktop.
 - The administrative team along with the pre-intervention problem solving teams will develop strategies for teachers to use to help students become more productive in the classroom.
 - Referrals to the behaviorist and/or the social worker, the school psychologist, and the SEL counselor may be made to help develop plans to address behaviors. The district will maintain and address behavioral trends.
 - The district will assign mentors to students who need positive one-on-one support, and meetings will maintain safety protocols relating to social distance.
 - The district has engaged in a partnership with the Boggs Center at Rutgers University for implementation of Positive Behavioral Supports in Schools. The district will participate in a two-year longitudinal commitment to professional development on redesigning our student code of conduct and development of a multi-tiered intervention system which will address
 - Attendance & Chronic Absenteeism
 - Behavior & Conduct
 - Social & Emotional Wellness
 - School Culture & Climate
 - Classroom Management
- Social
 - Again, staff will receive a review of Trauma Informed Teaching Techniques on the days leading up to school opening.
 - Mindfulness activities will be reinforced during homeroom daily.
 - Students will be encouraged to journal and express their thoughts in peaceful ways, and teachers will be encouraged to do the daily activities with their students.
 - The school social worker and SEL counselor will be in tune with the concerns expressed by the teachers and students during homeroom activities.

Beverly City School District recognizes that these supports are not an exhaustive list of the activities and/or the supports it will need to establish to help all with the transition. Behavioral supports, social supports, and academic supports are essential for maintaining staff and students' optimal health for learning. The multi-



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tiered systems of support, screening tools, collaborative problem-solving teams, data-based decision-making, mental health supports, primary health supports using our school nurse and local health department, mentoring, and quality academic instruction will make transitioning back into the school environment smoother.

Social Emotional Learning (SEL) and School Culture and Climate:

The Beverly City School District will seek to support all students, faculty and staff, during this transitional period and recognizes the importance of strong mental health during a global pandemic.

Educator Well-being:

The Beverly City School District takes the well-being of our educators very seriously. Their mental state will have a huge impact on our students, and we must account for their well-being. In order to support our educators, the district has planned to use the following:

- Reminders of the 5 Strategies for Self-Care. <http://www.ascd.org/ascd-express/vol15/num13/5-strategies-for-teacher-self-care.aspx>
- Review the mindfulness activities taught during our 2019 summer workshop and provide strategy workbooks.
- Use the educator tool kit for self-care and resiliency. <https://gtlcenter.org/sites/default/files/Educator-Resilience-Trauma-Informed-Self-Care-Self-Assessment.pdf>
- Have educators partner with one another for “check-ins” to help manage stress.
- Remind teachers of the mental support resources our district has availed itself of: Cooper University Health Care Employee Assistance Program (856.342.2280).
- Remind teachers of the NJEA 24-hour telephone hotline for school staff and their families. 1-866-AID-NJEA (1-866-243-6532)

Trauma-Informed Social and Emotional Learning:

The Beverly City School District, as mentioned previously, has made trauma-informed care a priority. The district will use the strategies learned during a Trauma Informed Teaching workshop hosted during the summer of 2019 by three professionals from the Department of Juvenile Justice. As we prepare for the potential trauma and the consequences of the COVID-19 closure, the district will employ these strategies to ensure that social and emotional learning are infused into everyday school life. The following will be in place to prioritize student and educator well-being:

- Clear routines for all students.
- Concise and honest communication with educators and families.
- Utilizing trauma informed practices.
- SEL counselor, social worker, and school psychologist to support staff and students in feeling safe, connected, and hopeful.
- Daily mindfulness activities and classroom libraries on connection, caring, and understanding.



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- Mentoring, counseling, and/or buddy groups for students who are struggling with adapting to the school environment or the stress related to a global pandemic.

School Culture and Climate:

The Beverly City School District realizes the importance of maintaining a productive and positive school climate and culture in order to address issues students and educators may have, as raised by the COVID-19 pandemic. Regardless of the instructional model, educators will help students re-acclimate to the school community, and administration will do the same for educators. Feeling comfortable and at ease will allow for optimal work conditions. The Beverly City School District will do the following:

- Maintain a “Do No Harm” mindset while prioritizing the health and emotional well-being of staff and students.
- Plan to provide and sustain instruction on social norms, relationship building, and behavioral expectations beginning at the start of the school year.
- Continue to mindfulness practice during homeroom periods daily.
- Utilize resiliency resources provided by Rutgers University
<https://ubhc.rutgers.edu/resiliency-resources/resiliency-resources.xml>

Utilizing Strengths of Staff:

The Beverly City School District is uniquely positioned to leverage the strengths of its staff, as the educators’ generosity is simply unmatched. The district will host opportunities for staff to reflect on their strengths and prioritize their needs in order to empower educators as we return for instruction. The district will do the following:

- Provide resources on SEL and trauma.
- Embed mindfulness practices, SEL skills and strategies in daily lessons.
- Review mindfulness practices and trauma informed instructional strategies, and practice regularly throughout the school year.
- Monitor and trend student behavior, and allow students an opportunity to reflect.
- Use the SEL counselor, social worker, and school psychologist to meet with students who are struggling to adapt to our “new normal” and maintain relationships with these students.
- Provide mentors to students who are struggling with academics, attendance, and behaviors.
- Apply the school’s protocols for recommending a student to I&RS.
- The YMCA will provide “day care” for staff members whose children are on alternative plan of that of the Beverly City School District so that staff may attend school days regularly. They will monitor online learning. The cost of this program will be at the individual teacher’s expense.

Below we will outline, in detail, the two options along with the Master Schedules for each option to better illustrate the plan(s). If a parent/guardian opts to keep their child(ren) at home (for any portion) during the first option, the child will follow the daily schedule through live streaming. The first option can be customized to fit a family’s needs/desires for their child(ren), but needs to be consistent. The second option, virtual, is only if the whole school closes per the mandate of Executive Order, NJDOE, and/or NJDOH, guidelines.

Beverly City School

**Traditional
School Day/
At Home
Synchronous
E-Learning**

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*With enhanced sanitizing protocols
and possible use of PPE*





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Option #1: Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

As of August 7th, The Beverly City School District plans (subject to change based on guidance from governing entities) to implement this plan. This option balances the needs of students, staff, and families. Student and staff safety is maintained in this scenario. Students' social and emotional needs are met and their academics are prioritized. Families can return to the workforce while students receive contact time with all subject area teachers. This is essentially a traditional school model, but the scheduling is a bit different in a post-COVID-19 learning environment. It also affords the families who choose not to send their child(ren) back for in-person learning to be able to have their child(ren) participate in an at-home synchronous e-learning model. **This model can be customized for students to choose both options so long as the days selected for in-person/at home are consistent for the duration of the pandemic.**

Traditional School Day + Social Distancing Option:

We would adhere to the mandated, enhanced cleaning schedule as outlined above; as well as, all other critical components. Staff, students, and visitors would use PPE where mandated. Staff would arrive at 7:55 AM and get screened upon entering. Students would arrive at 8:15 AM to get screened. They would social distance while lined up at different entrances, which are listed above.

Upon entering, students would receive a bagged breakfast and report directly to their homerooms. All classes, with the exception of the 7th and 8th grade classes, have low enough numbers that we can ensure social distancing and adhere to the guidelines as set forth by the New Jersey Department of Education. The 7th grade would be in one half of the gymnasium and the 8th grade would be in the other half. We would provide a barrier to prevent distraction. Students would remain in their classes for the duration of the school day to ensure social distancing and no cross contamination between cohorts. Students would be dismissed at 3:00 PM with no after school activities as this time.

The teachers, who will be wearing masks, would do the moving. Students would be permitted to use the restrooms, which will be closely monitored and go outside, for recess and PE, weather permitting, as outlined in the Critical Operations sections. Lunches would also take place in the individual classrooms since the gym/cafeeteria will be utilized for classroom space. This will alter the schedule a bit, as lunches will only be 30 minutes long and recess in Pre-K through 5th grade (per P.L.2018, c. 73; 6th – 8th may be added – weather permitted and ample staff availability) would be an additional 30 minutes provided by the teacher. This ensures we have ample staff supervision in each of the classrooms during each of the lunch periods. Students would remain in their classrooms all day to ensure social distancing.

Attached is the master schedule for Monday through Friday which is inclusive of both options. The YMCA will provide in-house “day care” to monitor staff’s children whose home districts are operating on a split or modified schedule adhering to all CDC guidelines. The cost of this is yet to be determined.



Elizabeth C. Giacobbe, Ed.D.
Superintendent

At-Home Synchronous E-Learning Option:

Students whose parents request at-home synchronous e-learning (online learning), while the school is open for in-school learning, will participate in daily lessons via webcams directed at the front of the room during classroom instruction. Students will be able to live stream every lesson, and are required to attend daily to meet attendance requirements. In addition, students must complete the assigned work through their google classroom and be responsive during live classroom instruction. Every morning, a google meet appointment will be emailed to a student's email so that they may join. Attendance will be taken and grades will be earned/issued just as if we were 100% in-person. Accordingly, expectations will reflect a quintessential Beverly City School District education.

See below for Traditional School Day + Social Distancing/At-Home Synchronous E-Learning schedules (Monday through Friday):



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Monday – Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	MUSIC	ART	LIBRARY	PE	COMPUTER LAB
8:00 – 8:15	Arrival/Temp Screen				
Homeroom/ Period 1 8:15 – 9:00	K – 1	1 – 1	2 – 1	K – 2	1 – 2
Period 2 9:00 – 9:45	2 – 2				
Period 3 9:45–10:30	6 th – 8 th Grade S.C.	6 th Grade Blue	7 th Grade	6 th Grade Gold	8 th Grade
Period 4 10:30 – 11:00	-----	-----	-----	-----	-----
Period 4 11:00 – 11:30	--	--		--	
Period 5 11:30 – 12:00					
Period 5 12:00 – 12:30	-----	-----	-----	-----	-----
	--	--		--	
Period 6 12:30 – 1:00					
Period 6 1:00 – 1:30	-----	-----	-----	-----	-----
	--	--		--	
Period 7 1:30 – 2:15	3 – 1	4 – 1	5 th Grade	3 – 2	4 – 2
Period 8 2:15 – 3:00	PreK – 1	PreK – 4	PreK – 3	PreK – 2	
Dismissal 3:00					
Teacher Dismissal 3:15					



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Tuesday – Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	MUSIC	ART	LIBRARY	PE	COMPUTER LAB
8:00 – 8:15	Arrival/Temp Screen				
Homeroom/ Period 1 8:15 – 9:00	2 – 1	K – 1	1 – 1	1 – 2	2 – 2/K – 2
Period 2 9:00 – 9:45					
Period 3 9:45–10:30	6 th Grade Blue	8 th Grade	6 th Grade Gold	7 th Grade	6 th – 8 th Grade S.C.
Period 4 10:30 – 11:00	-----	-----	-----	-----	-----
Period 4 11:00 – 11:30	--	--		--	
Period 5 11:30 – 12:00					
Period 5 12:00 – 12:30	-----	-----	-----	-----	-----
	--	--		--	
Period 6 12:30 – 1:00					
Period 6 1:00 – 1:30	-----	-----	-----	-----	PreK – 3
	--	--		--	
Period 7 1:30 – 2:15	4 – 1	3 – 1	4 – 2	5 th Grade	3 – 2
Period 8 2:15 – 3:00	PreK – 4	PreK – 1	PreK – 2		
Dismissal 3:00					
Teacher Dismissal 3:15					



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Superintendent

Wednesday – Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	MUSIC	ART	LIBRARY	PE	COMPUTER LAB
8:00 – 8:15	Arrival/Temp Screen				
Homeroom/ Period 1 8:15 – 9:00	1 – 1	K – 2	2 – 2	K – 1	2 – 1
Period 2 9:00 – 9:45			1 – 2		
Period 3 9:45–10:30	8 th Grade	6 th Grade Gold	6 th – 8 th Grade S.C.	6 th Grade Blue	7 th Grade
Period 4 10:30 – 11:00	-----	-----	-----	-----	-----
Period 4 11:00 – 11:30	--	--		--	
Period 5 11:30 – 12:00					
Period 5 12:00 – 12:30	-----	-----	-----	-----	-----
	--	--		--	
Period 6 12:30 – 1:00					
Period 6 1:00 – 1:30	-----	-----	-----	-----	-----
	--	--		--	
Period 7 1:30 – 2:15	4 – 2	5 th Grade	3 – 2	4 – 1	3 – 1
Period 8 2:15 – 3:00	PreK – 2	PreK – 3	PreK – 1	PreK – 4	
Dismissal 3:00					
Teacher Dismissal 3:15					



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Thursday – Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	MUSIC	ART	LIBRARY	PE	COMPUTER LAB
8:00 – 8:15	Arrival/Temp Screen				
Homeroom/ Period 1 8:15 – 9:00	K – 2	2 – 2	K – 1	2 – 1	1 – 1
Period 2 9:00 – 9:45		1 – 2			
Period 3 9:45–10:30	7 th Grade		8 th Grade	6 th – 8 th Grade S.C.	6 th Grade Blue/Gold
Period 4 10:30 – 11:00	-----	-----	-----	-----	-----
Period 4 11:00 – 11:30	--	--		--	
Period 5 11:30 – 12:00					
Period 5 12:00 – 12:30	-----	-----	-----	-----	-----
	--	--		--	
Period 6 12:30 – 1:00					
Period 6 1:00 – 1:30	-----	-----	-----	-----	-----
	--	--		--	PreK – 2
Period 7 1:30 – 2:15	3 – 2	4 – 2	4 – 1	3 – 1	5 th Grade
Period 8 2:15 – 3:00	PreK – 3		PreK – 4	PreK – 1	
Dismissal 3:00					
Teacher Dismissal 3:15					



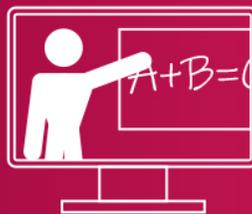
Elizabeth C. Giacobbe, Ed.D.
Superintendent

Friday – Traditional School Day + Social Distancing/At-Home Synchronous E-Learning:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	MUSIC	ART	LIBRARY	PE	COMPUTER LAB
8:00 – 8:15	Arrival/Temp Screen				
Homeroom/ Period 1 8:15 – 9:00	1 – 2	2 – 1	K – 2	1 – 1	K – 1
Period 2 9:00 – 9:45		6 th – 8 th Grade S.C.		2 – 1	PreK – 4
Period 3 9:45–10:30	6 th Grade Gold	7 th Grade	6 th Grade Blue	8 th Grade	
Period 4 10:30 – 11:00	-----	-----	-----	-----	-----
Period 4 11:00 – 11:30	--	--		--	
Period 5 11:30 – 12:00					
Period 5 12:00 – 12:30	-----	-----	-----	-----	-----
	--	--		--	
Period 6 12:30 – 1:00					
Period 6 1:00 – 1:30	-----	-----	-----	-----	-----
	--	--		--	
Period 7 1:30 – 2:15	5 th Grade	3 – 2	3 – 1	4 – 2	4 – 1
Period 8 2:15 – 3:00		PreK – 2		PreK – 3	PreK – 1
Dismissal 3:00					
Teacher Dismissal 3:15					

Beverly City School

**Virtual
Distance
Learning**





Elizabeth C. Giacobbe, Ed.D.
Superintendent

Option #2: Virtual Distance Learning:

The Beverly City School District will adopt this scenario if the New Jersey Department of Education, Department of Health, and/or CDC mandates a **full** school closure. This is **not** the schedule for parents electing the at-home synchronous e-learning. We will resume online/virtual learning as we did in March 2020 at the initial school closure of the COVID-19 pandemic. We would run the school day with all of the periods (1-8) using the 12:30 dismissal schedule. Teachers will take their lunch from 12:30-1:15 as should students. Teachers would then be available at 1:15 for small group and/or 1:1 assistance for students through 3:00 PM. Teachers and individual paraprofessionals will provide live instruction for students through Google Meets on an approximate 30-minute period schedule following the sample lesson plan below and the 12:30 dismissal schedule:

Sample Lesson Structure

1. 24 hours before, teacher sends Remind/email to preview "flipped" content-- reading, video, slides, etc.
 - a. Includes lesson objective
 - b. Content must be available for both computer or mobile device viewing with minimal data
 - c. Students encouraged to share questions ahead of class time
2. As class period approaches, teacher sends Remind/email to class to check in on Google Classroom (computer or mobile device)
3. Opening of class (5 min) Live instruction through Google Meets
 - a. Teacher takes attendance
 - b. Teacher reviews first task
 - c. Class reviews responses, teacher assesses class readiness
 - d. Teacher shares related content (ex. Another article, definitions, clarifications based on student feedback) and class discusses
4. Body of class (20 min)
 - a. Teacher begins live instruction through Google Meets based on content standards
 - b. Teacher monitors progress with live Q&A
 - c. Teacher reviews students completed Google Docs, Slides, Forms, etc.
5. Close of class (5 min)
 - a. Student questions
 - b. Teacher shares review of objective and how class did
 - c. Teacher posts next day's flipped content for students to preview

Each homeroom teacher will create a Google Classroom for their homeroom students where one unique Google Meet code will be generated. Teachers will share the individual meeting code with their colleagues in order to ensure students can remain logged in to one meeting and teachers will be responsible for rotating in and out during their assigned instructional period.



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Master Schedule Virtual Distance Learning Option:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:55 Teacher Arrival	Teachers in Building				
8:00 – 8:15 Breakfast	Log in your attendance				
8:15– 8:25	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
Period 1 8:25 – 8:50	Follow your regular schedule				
Period 2 8:50 – 9:20	Using this 12:30 Dismissal time frame				
Period 3 9:20–9:50					
Period 4 9:50 – 10:25					
Period 5 10:25 – 10:55					
Period 6 10:55 – 11:25					
Period 7 11:25 – 12:00					
Period 8 12:00 – 12:30					
12:30 – 1:15	Teachers’ Lunch	Teachers’ Lunch	Teachers’ Lunch	Teachers’ Lunch	Teachers’ Lunch
1:15 - 3:15	Virtual Office Hours/1:1 Assistance				



Elizabeth C. Giacobbe, Ed.D.
Superintendent

Acknowledgements:

The Beverly City School District, Beverly City Board of Education, and administration would like to express our sincerest gratitude to the Beverly City School District Restart Committee/Pandemic Response Team who greatly contributed to the reopening plan. Their meaningful input, purposeful recommendations, and willingness to collaborate demonstrated a unified commitment to supporting the administration as we move forward on our path to recovery and re-opening of the Beverly City School and for the students of Beverly City.

We would like to extend our deep appreciation to the representatives of the Beverly City Restart Committee/Pandemic Response Team:

Ms. Robin Swain, Parent
Ms. Amanda Spencer, Parent
Mrs. Brandee Pinder, Parent
Mrs. April Carney, Parent/PTA President
Mrs. Yari Dickey, Parent/PTA Secretary
Mrs. Alyssa de la Pena, Beverly City School Nurse
Mr. Justin Dollard, School Registrar/Security
Mr. Tony Davis, Head Custodian
Mrs. Amy Hornbeck, Pre-K Master Teacher/Representative of P-2 Grade Band
Ms. Lisa Scarperia, Pre-K Teacher
Ms. Paige Balkovic, 2nd Grade Teacher
Mrs. Anneliese McCloskey, 3rd Grade Teacher/Representative of 3-5 Grade Band
Mr. Chris Lonzson, 3-5th Grade Special Education Teacher
Mrs. Jodi Gottlieb, 5th Grade ELA Teacher/ESL
Mrs. Joanne Mills, School Social Worker/CST Member
Mrs. Caitlin Stone, Speech Teacher/CST Member
Mrs. Lois Harmon, BEA Union President/Parent/Representative of 6-8 Grade Band
Mrs. Larissa Druding, 6-8th ELA Teacher
Mr. Travis Knauss, Music Teacher/Band & Choir Director
Ms. Kerri Lawler, Director of Curriculum and Instruction/Anti-Bullying Coordinator
Ms. Carly Fanslau, Director of Pupil Services
Mr. Rich Wolbert, President of Beverly Board of Education/Director of Public Safety/City Administrator
Dr. Brian F. Savage, Board Secretary/Staff Accountant/Head of Facilities
Dr. Elizabeth C. Giacobbe, Superintendent/Principal/School Safety Specialist/Parent