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**2020-2021 ACADEMIC YEAR RESTART PLAN**

# **Lawnside School District**

**“Traveling This Road Together “**

***Dr. Ronn H. Johnson***  
***Superintendent***

***www.lawnside.k12.nj.us Facebook@Lawnside School District***

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## Introduction

*Mapping the Road Back for education in New Jersey has required a collaborative, comprehensive, and careful approach to reopening schools as well as school district flexibility to pivot should health conditions change. Lawnside residents, students, and educators are resilient and with the guidance offered in this document, the districts sought to successfully develop a plan that allows school to reopen in a way that protects students' and educators' physical health while providing a high-quality education.*

## District Mission Statement

*The mission of the Lawnside School District is to educate our students, through mastery of the New Jersey Student Learning Standards(NJSLS), to become independent thinkers and problem solvers so they will be empowered to meet the challenges of and achieve success in tomorrow's emerging world community. The educational community will provide a safe, nurturing environment in which individual and civic responsibility is fostered and diversity is respected.*

## District Goals 2019-2020\*

*The District Goals were established in collaboration with the Lawnside Board of Education members at the Board retreat on Thursday, August 1, 2019.*

*\* Updated District Goals will be developed during the Annual Board Retreat scheduled at a date in August for the 2020-2021 school year.*

*Goal #1: Continue to engage with our community.*

*Goal #2: Development and implement programs that increase academic achievement and social emotional learning.*

*Goal #3: Increase ELA and Math scores by 5% on the NJSLA tests.*

## Lawnside Board of Education Members

Sabrina Forrest, President  
Marsharee Wright, Vice-President  
Nana Cauthorne  
Debbie DeAbreu  
Dajshia Gibson  
William Jordan  
Mawusimensah Mears  
Alexis Wilson

## Restart Subcommittees

<b>Facilities</b>	<b>Terry Henry</b> (Facilities Manager), Adam Carpenter (Teacher)
<b>Governance</b>	<b>Dawn Leary</b> (Business Administrator), Sabrina Forrest (Board Member)
<b>Instructional</b>	<b>Paula Davis</b> (Director of Curriculum), Alyssa Miller (Teacher), Mr. William Jordan (Board Member)
<b>Technology</b>	<b>Mark Gordon</b> (Special Projects Coordinator/LEA Co-President), Kristina Curcio (Teacher), William Jordan (Board Member)
<b>Safety</b>	<b>Niphon Kirk</b> (Vice Principal), Norman Alston (Security Guard), Ken Johnson (Teacher)
<b>Wellness</b>	<b>Gina Lewis</b> (Supervisor of Special Education), Harold Jenkins (Teacher)

\* **Additional Members-** Marsharee Wright (Board Member, Vice President)

Celeste Brown (Parent, PTA President)



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Ronn H. Johnson, Ed.D  
Superintendent  
856-546-4850  
FAX: 856-546-4850  
ronnijohnson@lawnside.k12.nj.us



Dawn Leary  
Board Secretary  
856-546-4850x2248  
FAX: 856-547-3865  
Dleary@lawnside.k12.nj.us

## Lawnside School District Board of Education

July 13, 2020

426 East Charleston Avenue Lawnside, New Jersey 08045

Dear Lawnside Family:

On June 26, Governor Murphy and New Jersey Education Commissioner Repollett released [\*The Road Back – Restart and Recovery Plan for Education\*](#), a guide to help schools prepare to reopen in the September. The roadmap provided by the Department of Education relies heavily on guidance from the Centers for Disease Control (CDC).

Upon to receiving the official guidance from the New Jersey Department of Education, the Lawnside School District established Reopening Subcommittees to begin making plans to restart school in September. The six subcommittees are *Facilities, Instruction, Technology, Safety, Wellness, and Governance*. Each subcommittee was tasked with addressing issues and concerns in their respective areas and providing recommendations to ensure the safety of our students, staff, and any visitors to the building while providing a quality education.

We have collected information from parents and staff members to help inform our plan development. We have also sought guidance from the CDC, and the American Academy of Pediatrics (AAP). We will continue to review and monitor the up-to-date information provided by the national health organizations while collaborating and consulting with the county health official as situations vary from state to state and in our case district to district. The county health official has ensured superintendents that he is committed to actively working with districts in addressing any Covid-19 cases that may arise in our respective communities.

COVID-19 policies and decisions are intended to MITIGATE, but not ELIMINATE risk. From the American Academy of Pediatrics, "No single action or set of actions will completely eliminate the risk associated with the virus that causes COVID-19, but implementation of several coordinated interventions can greatly reduce that risk." We will implement the most current guideline to assist in keeping our children, staff, and visitors safe.

### Highlights of the Tentative Lawnside Restart Plan

1. Recommended CDC and AAP protocol reminders such as; remembering to **WEAR A MASK**, practice social distance (when possible), and frequently washing/sanitizing hands, will be posted throughout the school and in common areas.
2. The Lawnside Restart Plan will included modified, in-person instruction such as students remaining in their classroom for the majority of the day to limit possible cross exposure. We are additionally taking into consideration our families who indicated they are not comfortable sending their children back to school at this time and may opt for remote instruction. We will be reaching out to parents directly to determine who actually will be sending their students back to school in September and those that opt for remote instruction. More details will be forthcoming once the numbers have been determined.

3. We are planning to provide **ALL** students in grades K-8 with a device and all instruction whether in-person or remote will be web-based. PreK instructional methods will be determined in collaboration with the New Jersey Department of Education's Early Childhood Division.
4. We will be asking parents to monitor their children's temperature each morning. If a child has a temperature of 100 degrees or higher, we ask that the parent keeps that student home for the day. **ALL** students and adults entering into the building will have their temperature checked. Anyone with a temperature of 100 degrees or higher will be sent home for the remainder of the day. Students will enter the school beginning at **8:10 am** and go directly to their homerooms where breakfast will be provided. Students will exit out of the designated door with PreK-2 grade students remaining in their class until a parent or designee arrives at the door. *We respectfully request that parents practice social distancing while waiting for children.*
5. We are working with our food service provider, NurtiServe to maintain healthy nutritional meals while ensuring the safety of the students and staff. Breakfast will be provided in the classrooms starting at 8:10 am while Lunch will be divided by grade levels on a weekly basis so one group eats in their class and the other section eats in the Cafeteria socially distanced. All students may bring water from home to limit water fountain usage.
6. Routine enhanced cleaning, sanitizing, and hygiene protocols will be in place. Hand sanitizer will be available in all classrooms and in high traffic common areas. Disinfecting machines will be used every night to sanitize each classroom/office space.
7. We will be working with the child care providers to make sure they are adhering to our district's protocols while dropping g off and picking up students from the school. Please contact your preferred child care provider directly for further details regarding their specific program.

During these are unprecedented and uncertain times, it will require a true community effort to reopen school in September. Our theme this year, "*Traveling This Road Together*" reminds us that we can not address the issues facing this country or our community in isolation. We must continue to work together to ensure that our children have the future they desire. We ask that you remain patient as we try to bring forth the best plan for the Lawnside community. Please feel free to contact me directly at [ronnjohnson@lawnside.k12.nj.us](mailto:ronnjohnson@lawnside.k12.nj.us) or 856-546-4850 Ext. 2200 if you have additional questions or concerns.

Respectfully Yours,

*Dr. Ronn H. Johnson*

Dr. Ronn H. Johnson

Superintendent



## Work of the Committees & Meeting Schedule

June 22, 2020 @ 10:00 am- School Reopening Committee Initial Meeting (Committee Assignments)

June 25, 2020 @ 9:30 am- Meeting with the YMCA Director (Programming in September)

**June 26, 2020 @ 1:00 pm- Governor Murphy's Announcement on Restarting School**

June 29, 2020 @ 3:30 pm- Camden County Executive Committee Meeting (Unpacking the Plan)

July 1, 2020 @ 10:00 am- Camden County Superintendent's Meeting

July 1, 2020 @ 1:30 pm- Facilities Walkthrough for signage internal/external

July 2, 2020 @ 10:00 am- Technology Subcommittee Meeting (Device Procurement/Internet Access)

July 2, 2020 @ 11:00 am- Facilities Subcommittee Meeting (PPE/Cleaning & Sanitizing/Shared Service)

July 2, 2020 @ 2:30 pm- Safety Subcommittee Meeting (Student & Staff Flow/PPE Procurement)

July 3, 2020 @ 10:00 am- Instructional Subcommittee Meeting (Conditions For Learning)

July 7, 2020 @ 10:00 am- School Reopening Committee Meeting (Subcommittee Reports)

July 7, 2020 @ 1:30 pm- Camden County Superintendent's Roundtable Meeting (Plan Updates)

July 14, 2020 @ 9:00 am- School Reopening Committee Meeting (Subcommittee Reports and Updates)

July 16, 2020 @ 10:00 am- Staff Meeting (A summary review of the proposed plan was conducted)

July 23, 2020 @ 9:00 am- Meeting with NurtiServe (Meal & Food Distribution for 2020-21)



## Restart Plan -Conditions for Learning

General Health and Safety Guidelines	District Plan/Person(s) Responsible
<p>In all stages and phases of pandemic response and recovery, schools must comply with Center for Disease Control (CDC), state, and local guidelines. Schools must also provide reasonable accommodations for staff and students at higher risk for severe illness and promote behaviors that reduce spread, such as social distancing, frequent hand washing, and the use of face coverings.</p> <p>Communicate with local &amp; state authorities to determine current mitigation levels</p>	<p>The superintendent will respond to any outreach from the Camden County Health Department in order to address positive cases of COVID-19 that impacts the district/school community that may have been reported to them to commence contact tracing and case investigation. Should the district/school report to the health officer about staff, students, or any person with a close relationship to the school that tested positive, that information will be verified by the health department before it commences contact tracing and case investigation. All positive persons will undergo contact tracing and case investigation whether the information was first passed through the school or came automatically through the health department communicable disease surveillance system. The Camden County Health Department will handle all contact tracing and have staff available to perform contact tracing and case investigation. The Superintendent will work with the Business Office to provide accommodations for staff.</p>



Social Distancing	District Plan/Person(s) Responsible
<p>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 and considering the flow of student traffic around the room. When weather allows, windows should be opened to allow for greater air circulation. Indoor environments with recirculated air are the riskiest of environments for COVID-19 spread.</p> <p>If schools are not able to maintain this physical distance, additional modifications should be in place. 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.</p>	<p>The classroom set up will try to meet the recommended 6ft (CDC) of social distance whenever possible however in other circumstances the American Academy of Pediatrics recommendation of at least 3ft will be implemented. Outside classes will be encouraged weather permitting. The District has a Geo-Thermal HVAC system which allows for dampeners to open to 100% capacity removing internal air and replacing it with outside air thereby simulating the circulation pattern of an open window.</p> <p>The classrooms will have students seated in rows facing the same directions. In lower elementary classes (Prek-K) students sitting at tables will have physical barriers such as see-through plexiglass partitions for separation. Students will still be encouraged to</p>
Face Coverings	District Plan/Person(s) Responsible
<p>School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age. Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.</p>	<p>School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.</p> <p>If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, entry to the school/district facility may be denied.</p> <p>Students will be required to wear face masks unless deemed it would inhibit the student's health. At which point, alternative methods to provide protection will be implemented such as increased social distancing or wearing a modified face shield.</p>

Classrooms, Testing, and Therapy Rooms	District Plan/Person(s) Responsible
<p>Schools and districts must allow for social distancing to the maximum extent possible. When social distancing is difficult or impossible, face coverings are required, and face coverings are always required for visitors and staff unless it will inhibit the individual's health. School districts must also minimize use of shared objects, ensure indoor facilities have adequate ventilation, prepare and maintain hand sanitizing stations, and ensure students wash hands frequently.</p>	<p>The Lawnside School District Restart Plan developed by the Restart Committee will require at a minimum:</p> <ul style="list-style-type: none"> <li>• social distancing (when possible)</li> <li>• wearing face coverings (masks preferred)</li> <li>• frequent hand washing/sanitizing.</li> </ul> <p>Sanitizing stations were previously in all classrooms/offices and most common areas. Additional sanitizing stations will be placed strategically throughout the school building to provide adequate access to student, staff, and visitors. The school utilizes a Geo-thermal HVAC system and filters will be changed regularly. The dampeners on each unit will be opened to 100% capacity thereby circulating the inside air outside and bringing in fresh outside air.</p> <p>Student's belongings will be separated from others' and in individually labeled</p>
Transportation	District Plan/Person(s) Responsible
<p>School districts should maintain social distancing practices on buses to the maximum extent practicable and adopt best practices for cleaning and disinfecting all vehicles used for transporting students. If maintaining social distancing is not possible, all students who are able must wear face coverings while on buses.</p>	<p>The District does not have buses, however some students may require transportation as a part of their Individualized Education Plan. In such cases, the District will collaborate with the transportation provider to ensure the students are traveling to and from school in the safest manner possible adhering to transportation guidelines provided by the CDC.</p>

Student Flow, Entry, Exit and Common Areas	District Plan/Person(s) Responsible
<p>School district reopening plans should establish the process and location for student and staff health screenings. This should include providing physical guides, such as tape on floors or sidewalks and signs on walls, to help ensure that staff and students remain at least six feet apart. When it is not possible to maintain physical distancing, schools must require the use of face coverings.</p> <p>Promoting behaviors that reduce spread:</p> <ul style="list-style-type: none"> <li>-Stay home when appropriate</li> <li>-Hand hygiene and respiratory etiquette</li> <li>-Face coverings</li> <li>-Signs and messages</li> </ul>	<p>The Safety Subcommittee has developed a process where students will:</p> <ul style="list-style-type: none"> <li>• enter/exit through various doors designated closest to their physical classroom.</li> <li>• Upon entering into the school at the designated door, an administrator or designee will screen the students for temperature. Students with a temperature of 100 will be sent to the nurse for further evaluation.</li> </ul> <p>Signage will be posted at each door, on the sidewalk and in the parking lot. Additional internal signage will be posted throughout the school to remind students, staff, and visitors to maintain social distancing, and wear face coverings.</p> <p>To limit the amount of social interaction, students will remain in their primary classroom and teachers will cycle into the classroom throughout the day. Students will move for Science &amp; Physical Education classes, and lunch (weekly).</p> <p>Designate times to wash hands with soap and water, including, at a minimum:</p> <ul style="list-style-type: none"> <li>• at the start of the day when children enter the classroom</li> <li>• before snacks and lunch</li> <li>• after using the toilet or helping a child use a toilet</li> <li>• after sneezing, wiping, and blowing noses</li> <li>• after snacks and lunch, particularly if hands are sticky, greasy or soiled</li> <li>• when students come in from outdoor play or recess</li> </ul>

Screening, PPE, and Response to Students Staff Presenting Symptoms	District Plan/Person(s) Responsible
<p>School districts must adopt a policy for safely and respectfully screening students and employees for symptoms of and history of exposure to COVID-19. Students and staff with symptoms related to COVID-19 must be safely and respectfully isolated from others. If a school district becomes aware that an individual who has spent time in a district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.</p>	<ul style="list-style-type: none"> <li>• The District will conduct temperature screening on <u>ALL</u> students and adults entering into the building.</li> <li>• The initial screening of students will be requested to take place at home prior to coming to school and parents are strongly encouraged not to send students to school with a fever (100 degrees or higher).</li> <li>• Students will be screened by an administrator upon entering into the building. Students displaying possible symptoms will be individually screened by the school nurse and a determination will be made if the students needs to be isolated until a parent can come and pick the student up from school.</li> <li>• An Isolation Room has been identified within close proximity to the Nurse's Office.</li> <li>• The return of students to school with confirmed cases of COVID-19 will be under the advisement of the Camden County Health Official.</li> <li>• The same process will be required of staff such as an initial screening prior to coming to work and then a screening upon entering into the building. Staff with a temperature of 100 degrees or higher will be sent to the school nurse for further evaluation and subsequently sent home for the remainder of the school day. Neither student or staff member should return to school if the fever remains at 100 degrees</li> </ul>

Contact Tracing	District Plan/Person(s) Responsible
<p>Contact tracing is the process used to identify those who have come into contact with people who have tested positive for many contagious diseases, including COVID-19. It is a long-standing practice and is an integral function of local health departments. All school district administrators, school safety specialists, counselors, and any other staff deemed appropriate by the school district, should be provided with information regarding the role of contact tracing in keeping school communities safe from the spread of contagious disease. School districts should collaborate with the local health department and engage their school nurses to develop contact tracing policies and procedures, as well as educate the broader school community on the importance of contact tracing.</p>	<p>The superintendent and any designee(s) will work closely with the Camden County Health Department to support any efforts towards identifying students/staff necessary to facilitate contact tracing for confirmed COVID-19 cases that impact the district/school community.</p>
Facilities Cleaning Practices	District Plan/Person(s) Responsible
<p>School districts must continue to adhere to existing required facilities cleaning practices and procedures, and any new specific requirements of the local health department as they arise. School districts must also develop a schedule for increased routine cleaning and disinfecting, especially of frequently touched surfaces and objects, and sanitize bathrooms daily and between use as much as possible.</p>	<p>The Facilities Manager and Custodial Staff will be required:</p> <ul style="list-style-type: none"> <li>• to clean and sanitize the entire school on a daily basis. All frequently used common area, especially student bathrooms will be cleaned throughout the day.</li> <li>• Student bathrooms will be sectioned off to encourage social distancing in case two students are in the bathroom. Students will be encouraged not to enter into a bathroom with more than two students and remain in the hallway until one student comes out. Most bathroom sinks are touched as well as several water fountains. Other water fountains will be converted to bottle filling stations and students are encouraged to bring water with them to class.</li> </ul>

Food Service and Distribution	District Plan
<p>School meals are critical to student health and well-being, especially for low-income students, and the NJDOE considers it a moral imperative to ensure the seamless and continuous feeding of New Jersey's approximate 1.4 million students during all phases of school reopening. The Department is working with the Departments of Agriculture and Health to ensure that school district concerns related to food service are addressed as more guidance is made available. If cafeterias or other group dining areas are in use, school districts must stagger eating times to allow for social distancing and disinfecting of the area between groups. Additionally, districts must discontinue family-style, self-service, and buffet-style dining and maintain social distancing. Cafeteria staff must wash their hands immediately after removing gloves and after directly handling used food service items.</p>	<p>The school district has collaborated with our food service provider, NurtiServe and the NJ Department of Agriculture and is a participant in the Community Eligibility Program (CEP) which enables all students to eat breakfast/lunch for free. Additionally, the District will collaborate with our food service provider, NutriServe to provide meals in the safest way possible. Breakfast will be served in the classrooms upon students entering at 8:10 am. Lunch will be served with half of the students eating in the Cafeteria (socially distanced), while the other half eat in their classrooms. The classes will alternate eating in the Cafeteria/classroom on a weekly basis. All meals will be reimbursable and packaged in a container. Food Service Staff will be trained by the provider to maintain the health standards recommended by the federal, state, and county health organizations.</p>
Recess/Physical Education	District Plan
<p>School districts must complete an inventory of outdoor spaces and mark off areas to ensure separation between students. Recess must be staggered by groups and staff must disinfect playground equipment and other shared equipment between uses. School districts should also consider closing locker rooms and encouraging students to wear comfortable clothing and safe footwear to school so they can participate in physical education classes without needing to change</p>	<p>Recess will be conducted outside when possible. Outside filed areas will be sectioned off to accommodate the 6 classes for recess. No students will be permitted to play on the playground equipment or basketball courts until an approved vaccine becomes available. Locker Rooms will be locked an inoperable. Students must wear their Gym clothing to school on the scheduled gym days. Physical Education will be scheduled for the 1st &amp; 4th Marking periods, while Health will be scheduled for 2nd &amp; 3rd.</p>

Extracurricular Activities and Use of Facilities Outside of School Hours	District Plan
<p>All extracurricular activities must comply with applicable social distancing requirements and hygiene protocol. External community organizations that use school facilities must follow district guidance on health and safety protocols.</p>	<p>Facility usage is at the discretion of the Board of Education, however it is this body's recommendation that a moratorium be placed on outside usage until such vaccine has been approved. The only exemption would be for the YMCA before/after care program to use space as needed to provide a service to parents and follow all required safety protocols.</p>



Based on input from New Jersey stakeholders and educators from across the country, the NJDOE recommends school district teams include the following elements in their reopening plans:

Social Emotional Learning (SEL) and School Climate and Culture	District Plan
<p>Social emotional learning (SEL) will be critical in re-engaging students, supporting adults, rebuilding relationships, and creating a foundation for academic learning. To this end, school districts are encouraged to thoughtfully plan around the well-being of educators so they can support the social and emotional well-being and learning needs of their students, acknowledge and prepare for the potential trauma that staff and students have faced during the COVID-19 school closures, and recognize and empower educators' and staff's strengths.</p>	<p>The Wellness Subcommittee has developed a process where:</p> <ul style="list-style-type: none"> <li>• Children will eat their breakfast in the classroom. They have 15-20 prior to the start of first period. A heck in procedure can be implemented to promote mindfulness, and have a morning meeting to check in with students to get a gauge on students Social/Emotional/Behavioral well being. Those students who may need more can be either set up with Caring Counselors or the School Social Worker.</li> <li>• Caring Counselors will construct a virtual lesson on the practice of mindfulness, meditation, affirmation for classroom teachers to show on the days that they are not in the building. Mr. Jenkins will construct a virtual lesson, for the three days that Caring Counselors is not in the building,</li> <li>• Caring Counselors will provide a 2 day workshop to staff. One on June 16th to provide staff with strategies for self care &amp; One in September (prior to Actual School Starting to provide teachers with strategies to monitoring students needs as they return to school.</li> </ul>

Multi-Tiered Systems of Support (MTSS)	District Plan
<p>MTSS is a systematic approach to prevention, intervention, and enrichment in grades PK-12 for academics and behavior that offers educators and families a mechanism to identify individual students who need extra support. In partnership with leaders and educators from districts experienced with implementing MTSS the NJDOE identified universal screening, collaborative problem-solving teams, family engagement, and data-based decision making as critical components for districts moving toward MTSS.</p>	<p>The Wellness Committee has established a process where:</p> <ul style="list-style-type: none"> <li>• Students will be assessed in September to see exactly where the strength the and weaknesses are. They will be continually re-assessed to ensure growth an/ or the need for intervention services. The District has a documented Intervention and Referral Team.</li> <li>• The Intervention and Referral Team will meet either in person or virtually or tele-conference with parents guardians to develop needed interventions for a student.</li> <li>• The data gathered will guide the tiers needed for support and possible referral to the Child Study Team for assessment.</li> </ul>
Wraparound Supports	District Plan
<p>Wraparound services differ from traditional school-based services in their comprehensive approach to addressing the academic, behavioral, and social-emotional needs of students with interventions both inside and outside of the school environment. These include mental health support, primary health and dental care, family engagement, expanded before-school and after-school and summer learning time, and mentoring programs.</p>	<p>The Wellness Committee will address wraparound services by:</p> <ul style="list-style-type: none"> <li>• Having the School Psychologist available 1-2 days per week from 3 pm-4 pm to provide support to staff members.</li> <li>• The District is partnering with Caring Counselors to provide deep therapeutic needs for staff and students.</li> <li>• Utilizing the resources developed by the Child Study Team Supervisor that will be placed on the district web site, which includes parent resources for the community.</li> <li>• Facilitating a partnership between Caring Counselors and the PTA to offer either in person or virtual session/information for parents in the evening.</li> </ul>

Quality Child Care	District Plan
<p>Child care will be needed as schools reopen, particularly in instances where modified school schedules may increase the likelihood that families that otherwise would not utilize child care will now require it. The NJDOE encourages schools to involve child care providers in planning meetings, communicate the school's modified schedule to local child care providers, and plan to transport students from school to child care facilities.</p>	<p>The District will collaborate with the approved child care provider to develop procedures and protocols for the drop off/pick up of students participating in their programs. ALL child care providers will have to adhere to the guideline provided by the County Health officials and the school district.</p>

# The Restart Plan – Leadership and Planning

Adapted from the directives from the New Jersey Department of Education.

School districts should create Restart Committees to coordinate the overall reopening plan. These Committees should include district- and school-level administrators, school board members or charter trustees, local education association representatives, educators, parents, and students.

School districts should also establish school-based Pandemic Response Teams to centralize, expedite, and implement COVID-19-related decision-making. Each school team should have a liaison that reports to district-level administrators to ensure coordinated actions across the district. Pandemic Response Teams should include a cross section of administrators, teachers and staff, and parents and should represent a cross-section of the school community including its gender and racial diversity.

The NJDOE also recommends they address the following critical issues:

Scheduling	District Plan
Districts’ reopening plans must account for re-summing in-person instruction in some capacity. Scheduling decisions should be informed by careful evaluation of the health and safety standards and the most up to date guidance from the New Jersey Department of Health (NJDOH), as well the stakeholder input on the needs of all students and the realities of each unique district. School district policies for attendance and instructional time may require modifications for the 2020-2021 school year.	The District will survey parents and staff to determine instructional and programming needs. Scheduling will be developed utilizing the data provided from parents regarding the preference for either in-person or remote instruction. Staff assignments will be based on data from both survey results including the possibility of assigning staff with medical considerations to provide remote instruction primarily. Attendance policies will be considerate of specific student circumstances, however requiring a minimum of 4 hours of instruction per day to meet the 180 day requirement.

<b>Staffing</b>	<b>District Plan</b>
School districts should clearly communicate with teachers regarding expectations and support for student learning. School reopening plans and decision-making throughout the school year should consider unique needs of each staff member, such as access to technology, social and emotional health, and child care concerns. Staff roles will also have to expand to accommodate new health and safety regulations. Districts should consider leveraging staff to monitor student movement, hallway traffic, and maintain safety according to guidelines. Instructional and non-instructional staff schedules may also include designated time to support school building logistics required to maintain health and safety requirements.	<ul style="list-style-type: none"> <li>• <a href="https://www.nj.gov/education/covid19/teacherresources/mentguidance.shtml">https://www.nj.gov/education/covid19/teacherresources/mentguidance.shtml</a></li> <li>• <a href="https://www.nj.gov/education/covid19/teacherresources/edevaluation.shtml">https://www.nj.gov/education/covid19/teacherresources/edevaluation.shtml</a> EdTPA <a href="https://www.nj.gov/education/covid19/teacherresources/edtpaguidance.shtml">https://www.nj.gov/education/covid19/teacherresources/edtpaguidance.shtml</a> Certification <a href="https://www.nj.gov/education/covid19/teacherresources/epcert.shtml">https://www.nj.gov/education/covid19/teacherresources/epcert.shtml</a></li> </ul>
<b>Athletics</b>	<b>District Plan</b>
The New Jersey State Interscholastic Athletic Association (NJSIAA) is responsible for providing guidance to allow New Jersey high school student-athletes to return to athletics as soon and as safely as possible.	The school district is a PreK-8 district and is not a part of the NJSIAA.
<b>Announcement of Schedule</b>	<b>District Plan</b>
School districts should strive to share their scheduling plans with staff, families, and students at least four weeks before the start of the school year in order to allow families to plan child care and work arrangements.	Formal updates of the draft plan will be presented to the Board of Education on July 9, 2020, July 23, 2020, & August 13, 2020. Additionally, once formally approved, the Plan will be posted on the website and Facebook pages along with a scheduled remote community meeting to address any outstanding questions.

## The Restart Plan – Policy and Funding

Adapted from the directives from the New Jersey Department of Education.

Readying facilities, purchasing supplies, and transporting and feeding students will look drastically different in the upcoming school year than in past years. Policy and funding considerations include:

Purchasing	District Plan
School districts will likely need to purchase items not needed in the past (e.g., personal protective equipment or cleaning supplies) and experience increased demand for previously purchased goods and services. Districts collaborate to create new arrangements that will allow them to purchase items at a lower cost by either purchasing through an established State contract or through a cooperative purchasing consortium.	The District sought to establish a purchasing consortium with surrounding districts however the proposal was not accepted. Therefore, the Facilities Manager along with the Business Administrator have been required to identify at a minimum a primary and secondary supplier with an additional third provider for backup. The District will continue to seek partners within the surrounding communities to collaborate on the purchasing of goods and services.
Use of Reserve Accounts, Transfers, and Cashflow	District Plan
To the greatest extent possible, districts should consider making expenditures from various accounts or over budgeted line items to meet unanticipated costs and to manage their cash flow. School districts may be able to use funds on deposit in their emergency reserve accounts to finance unanticipated expenses that arise as a result of the COVID-19 pandemic. A school district would need the Commissioner’s approval to make a withdrawal from this account. Additionally, districts should be mindful that certain budget actions require the Commissioner’s approval. These requirements are statutory and cannot be waived by the NJDOE, and districts should not presume that such approval will be automatic.	The Business Administrator will keep the Superintendent and Pandemic Response Team abreast of any financial deficits and will work collaboratively with the team to seek financial support form alternative sources if needed such as community or faith-based organizations, including but not limited to established partners such as the Lawnside Education Foundation.

Cost and Contracting	District Plan
<p>All school districts are strongly encouraged to participate in the federal E-rate program, which provides schools and libraries with funding support for high-speed broadband connectivity and internal connections equipment. The NJ-DOE also encourages districts to use cooperative contracts available from the State of New Jersey, New Jersey School Boards Association, County Cooperative Contracts, and County Educational Services Commissions to procure technology and connectivity services.</p>	<p>The district participates in the E-rate program every year. The reimbursements help to fund technology cost regarding purchases of equipment and services. The district also utilizes the Camden County Educational Service Commission (CCESC) for special education transportation.</p>



To ease the burden on schools, the NJDOE plans to leverage existing and pending federal and state legislation, regulations, and guidance to predict the potential impact on districts and provide targeted assistance. Resources that may be available to schools include:

<b>Elementary and Secondary School Emergency Relief Fund</b>	<b>District Plan</b>
<p>The federal “Coronavirus Aid, Relief, and Economic Security” (CARES) Act established the Elementary and Secondary School Emergency Relief (ESSER) Fund to provide direct money to school districts and provide funding to support areas impacted by COVID-19. Under the law, \$310.4 million has been allocated to New Jersey, the majority of which will in turn be provided to school districts through subgrants.</p>	<p>The district’s allocation for the CARES Act is \$131,950.00.</p> <p>The budget submitted to the Department of Education was allocated for salaries, instructional supplies, professional development and custodial supplies.</p>
<b>Federal Emergency Management Agency – Public Assistance</b>	<b>District Plan</b>
<p>The Federal Emergency Management Agency (FEMA) administers the Public Assistance program, which reimburses 75 percent of eligible expenses that are a direct result of the declared emergency (in this case, the COVID-19 outbreak). Districts can apply for assistance through the website maintained by the New Jersey Office of Emergency Management. While there is currently no deadline, the NJDOE encourages districts to apply as soon as possible.</p>	<p>The district will examine the appropriate expenses and will seek reimbursement.</p>

State School Aid	District Plan
<p>In the wake of the COVID-19 public health emergency, State revenues have declined precipitously. This revenue loss necessitated modifying the State school aid proposal for the upcoming school year that had been released on February 27, 2020, but the total amount appropriated for K-12 State aid is essentially unchanged from the 2019-2020 school year. While districts should use the most recent State aid figures for planning purposes, that information is not final, but represents a proposal that could be modified by the Legislature when it considers the extended FY20 budget, which must be adopted by July 1, 2020 and the FY21 State budget, which must be adopted by September 30, 2020. The NJDOE will provide more detailed accounting guidance after the appropriations act is adopted.</p>	<p>The district will examine the budget for any over budgeted line as well as reserves.</p>

# The Restart Plan – Continuity of Learning

Adapted from the directives from the New Jersey Department of Education.

Ensuring continuity of learning is critically important during this time of great stress for families, educators, and students. Districts should work closely with their stakeholders to ensure decisions are made collaboratively and transparently and prioritize safely returning students who are most in need of in-person instruction. This may include, but is not limited to, students with disabilities, English language learners (ELL), homeless youth, and low-income students.

With these caveats in mind, the NJDOE recommends districts focus on the following areas:

<b>Ensuring the Delivery of Special Education and Related Services to Students with Disabilities</b>	<b>District Plan</b>
<p>Districts must continue to meet their obligations to students with disabilities to the greatest extent possible. Specific strategies and considerations for students with disabilities must be critical points of discussion for every return-to-school scenario. The NJDOE will continue to update school districts and receiving schools with any additional guidance from the United States Department of Education (USDE) on implementation of the Individuals with Disabilities Education Act (IDEA).</p>	<p>The District's Instructional and Wellness Subcommittees plan on:</p> <ul style="list-style-type: none"><li>• Conducting ESY in the summer virtually</li><li>• Requiring parents/guardians coming into the school for any meeting, to be screened to follow safety protocols.</li><li>• Having the CST conduct assessments to determine critical skills lost during period of school closure and its impact students' learning goals and objectives.</li></ul>

Technology and Connectivity	District Plan
<p>Each school district should strive to ensure that every student has access to a device and internet connectivity. Districts should prioritize the provision of technology, or, alternatively, in-person instruction, to students that are otherwise without access and should include in their reopening plan the steps taken to address the technology need and how it will be resolved as soon as possible.</p>	<p>The Technology and Instructional Sub-committees will ensure:</p> <ul style="list-style-type: none"> <li>• Every student in grades K-8 will be given a device</li> <li>• Survey results will be reviewed to determine if students' households have internet capability</li> <li>• District will partner with student/community organizations to provide families with internet access</li> <li>• All instruction will be web based</li> <li>• Check with guidance from NJDOE on need to provide Pre-Kindergarten students with device for remote learning</li> <li>• Students with disabilities will be provided with any technology they need</li> <li>• Student attendance will not be based solely on student online participation. Assignment/project completion will be used as an alternative for attendance purposes.</li> <li>• Targeted outreach will be conducted for students not meeting attendance criteria</li> <li>• Web-based platforms have been purchased that are user friendly to teacher, students, and parents alike. Teachers will be able to deliver quality lessons. Feedback should be consistent and timely.</li> <li>• Training webinars will be available to staff and parents on a regular basis</li> </ul>

Curriculum, Instruction, and Assessments	District Plan
<p>In planning curriculum, instruction, and assessment for reopening, districts must focus on building staff capacity to deliver highly effective instruction in hybrid environments as well as preparing them to address any learning gaps that might prevent students from meeting grade-level New Jersey Student Learning Standards (NJSLS). The NJDOE encourages districts to develop plans that are innovative, cultivate a clear sense of shared purpose and goals, encourage collaboration among educators, and foster an effective partnership approach with students' family members and caregivers.</p>	<p>Students will be assessed upon return using Link It Benchmark C from their previous grade level. The information will be used to group students within the socially distant classroom environment.</p> <p>During weekly virtual PLCs, teachers will focus on weekly goals that have been set and will monitor the students' progress. Administration will be involved biweekly with the meetings.</p> <p>Curriculum Director will work with data team to ensure teachers are getting the support they need.</p> <p>Teachers should also be in biweekly contact with parents as well (Virtual, email, teleconference)</p> <p>Teachers will review NJSLS, instructional units (ELA and Math); Model Curricula (Science, CHPE, Visual and Performing Arts, World Languages)</p> <p>Curriculum Director will communicate with teachers over the summer on importance of how they should handle the "incomplete learning" of 2019-2020, by reviewing the standards and the instructional units.</p> <p>The identification of unfinished learning will guide the next year teacher in decision-making regarding the district's scope and sequence of the curricula</p> <p>Establish approach to ensure assignments are consistent with the targeted standards.</p> <p>Weekly monitoring with student, parent, and admin is important to ensure students are succeeding</p>

Professional Learning	District Plan
<p>It is imperative that districts provide professional learning that will better equip leaders, staff, substitutes, students, and parents/caregivers to adapt to altered educational environments and experiences. Among the most critical focus areas are training to address the learning loss for the most vulnerable populations (students with disabilities, English language learners, students without proper technology or internet access, etc.), and preparing and supporting educators in meeting the social emotional, health, and academic needs of all students.</p>	<p>The School Improvement Panel (SCIP) along with the Wellness Committee will develop and implement initiatives and activities designed to offer professional development opportunities and support to staff to address areas of learning loss along with the emotional needs of students and families. Extensive support from the Cares Counseling organization will assist with providing students and staff with emotional support throughout the school year including individual and group sessions.</p>
Career and Technical Education (CTE)	District Plan
<p>CTE programs and the postsecondary credentials and opportunities they offer provide serve as key momentum points for individuals on a path to economic opportunity, especially those from underserved communities. Maintaining these opportunities is vital for students, families, communities, and the State. The Office of Career Readiness has established guiding principles to help administrators and educators make informed decisions about how, when, and to what extent career and technical education can be safely offered.</p>	<p>All Career and Technical activities will be conducted remotely until further notice and in-person activities can resume per guidance from the state.</p>

## School and Community Resources

School & Community Resources	Contact Person & Number
<ul style="list-style-type: none"> <li>• In-Person &amp; Virtual Instructional Academies</li> <li>• Technology &amp; Special Projects Coordinator</li> <li>• Intervention &amp; Referral Service Team</li> <li>• Child Study Team/Homeless Liaison</li> <li>• School &amp; County Counseling Services</li> <li>• School Health Office</li> <li>• School Therapist</li> <li>• Food Service &amp; Meal Distribution Program</li> <li>• 8th Grade Male Rites of Passage</li> <li>• 8th Grade Female Rites of Passage</li> <li>• Transportation &amp; Aide In Lieu/Business Office</li> <li>• School Finance &amp; Contracting/Business Office</li> <li>• Facilities &amp; Operations</li> <li>• School Security Desk</li> <li>• Lawnside Board of Education</li> <li>• Lawnside School Parent Teacher Association</li> <li>• Lawnside Education Foundation</li> <li>• Big Brothers/Big Sisters "Beyond School Walls" Program</li> <li>• SJ Links "Can You Imagine Me" Program</li> <li>• Greater Philadelphia YMCA (After Care)</li> <li>• Little Raindrops (Before &amp; After Care)</li> <li>• One Step At A Time (Before &amp; After Care)</li> </ul>	<p>Mrs. Paula Davis- 856-546-4850 Ext. 2247</p> <p>Mr. Mark Gordon- 856-546-4850 Ext. 2212            Ms. Niphon Kirk - 856-546-4850 Ext. 2252            Mrs. Gina Lewis- 856-546-4850 Ext. 2204            Ms. Jessyca Harper- 856-546-4850 Ext. 2203            Laura Van Fossen- 856-546-4850 Ext. 2205            Contact Gina Lewis (see above)</p> <p>Mrs. Jackie Holmes- 856-546-4850 Ext. 2218            Dr. Ronn Johnson- 856-546-4850 Ext. 2200            Ms. Helen Snowden- 856-546-4850 Ext. 2235            Ms. Tomika Wilson- 856-546-4850 Ext. 2248</p> <p>Ms. Dawn Leary- 856-546-4850 Ext. 2249</p> <p>Mr. Terry Henry- 856-546-4850 Ext. 2253            Mr. Norman Alston- 856-546-4850 Ext. 2238            Mrs. Sabrina Forrest- Contact Business Office            Mrs. Celeste Brown- Contact Main Office</p> <p>Dr. Sandra Strothers- Contact Main Office            Ms. Jessyca Harper- 856-546-4850 Ext. 2203</p> <p>Ms. Helen Snowden- 856-546-4850 Ext. 2252            Danielle Rudic- (215) 963-3733</p>

