

Monmouth Beach School District
Emergency Preparedness Plan
Revised June 8, 2020

As a result of the Covid-19 health crisis, our school will remain closed for the rest of the current 2019-2020 school year. The following plan is in place to allow education to continue on a daily basis.

General Education

- The Monmouth Beach School District is a small, affluent community located in the Northeast section of Monmouth County. Monmouth Beach, NJ has a population of 3,249 and is the 8,406th largest city in the United States. The population density is 3,176 per sq mi which is 161% higher than the New Jersey average and 3406% higher than the national average. The median age in Monmouth Beach is 53 which is approximately 33% higher than the New Jersey average of 40. In Monmouth Beach, 70% of the population over 15 years of age are married, 92% speak English and 2% speak Spanish. 55% of Monmouth Beach residents were born in New Jersey, 37% were born out of state, 1% were born outside of the United States and 7% were foreign born.
- All Monmouth Beach School staff and families have been surveyed to determine household access to reliable internet service. Any family or staff member that is in need of internet access will be provided a hot spot by our Technology Coordinator. It was determined that 100% of the MB homes do have reliable internet service.
- Students in grades 1 - 8 were provided a district-issued chrome book computer to take home in order to access their teachers' Google Classroom accounts. All MB teachers have been issued a chrome book to use for planning and delivering online lessons and assignments.
- Teachers in PK & Kindergarten will be sending home packets of developmentally appropriate work that can be completed with parental guidance in the areas of ELA and math. Additionally, teachers at these two grade levels conduct virtual meetings with their students in various configurations each week to engage and interact with their students.
- Teachers in grades 1 - 8 will utilize Google Classroom and Google Meet to interact with their students and post assignments. The focus in grades 1 - 5 will be ELA, math and a daily related arts area. Students in grades 6 - 8 will receive assignments in all core subject areas as well as related arts to be completed on a weekly basis.
- The Monmouth Beach staff will be instructed to adhere to the guidelines set forth in our district's policy for Home Instruction.

- Plans are in the works to hold a live graduation ceremony during the week of July 6, 2020 for the Class of 2020. The event will be held outdoors on the blacktop adjacent to the school where appropriate social distancing will be maintained. The audience will be limited to the graduates and their parents and the ceremony will be an abbreviated version of the traditional graduation event. The MBPD has been consulted and will be on hand at the event to help maintain a safe and appropriate ceremony.

Special Services

- As New Jersey schools continue extended school closures, the district will remain responsible for the free appropriate public education (FAPE) of our students eligible for special education services with an individualized education program (IEP). Monmouth Beach School special services staff will continue communicating with parents and guardians during, and after school closures regarding their child's IEP services and the use of alternate methods of instruction (AMI) . After the extended closure, Monmouth Beach School will review how the closure impacted the delivery of special education and related services to students eligible for special education services.
- Special education teachers will continue to make modifications as needed to any/all content, assignments and assessments that are sent home for completion. Special education teachers will hold virtual meetings with classified students on a regular basis using the district-approved platform in order to provide small-group and individualized support as needed each week.
- The reading support teacher will send home developmentally appropriate work that can be completed with little or no parental support. The reading support teacher will hold virtual meetings with students on a weekly basis using the district-approved platform in order to provide small-group and individualized support as needed.
- Other related services such as speech, OT, and PT are now being delivered in a virtual manner to the extent possible. Service providers are documenting their time and will be working with families as appropriate to make up lost time when schools are allowed to reopen.
- The upcoming summer Extended School Year (ESY) Program will be facilitated in a remote fashion. All special services will be delivered to the extent possible in a virtual or remote manner by licensed and certified providers in each area.
- Case managers will continue to maintain open lines of communication with families to ensure that appropriate services are being provided to classified students. To be specific, case managers correspond weekly via email with families and also communicate by phone as needed. Additionally, Case managers also arrange meetings, virtually if needed, to discuss programmatic issues, components and concerns in order to create and implement appropriate IEP's for classified students. These meetings are also scheduled for purposes of eligibility and re-evaluation as well.

- At each grade level, continuous learning will occur and be measured using a variety of online tools. In preschool, the HighScope Program is used to develop social and academic foundational skills necessary for early learning. Student growth and progress is measured on an ongoing basis by way of teacher observations, anecdotal notes and periodic formative assessments.
- At the primary level (K - 2), students receive literacy instruction using a combination of the Journeys Program and Foundations to build phonics skills. This approach allows for whole-group, guided reading and 1:1 instruction to meet student needs as early readers and writers. In a remote learning setting, teachers are able to facilitate and measure learning by way of read alouds, book discussions and writing assignments along with online tools such as Myon and Brain Pop, Jr. In the area of mathematics, the enVision Program is used to provide students with foundational skills related to number facts, relationships and number sense. Additionally, the program also places a heavy emphasis on critical thinking, problem solving and cooperative learning. Teachers utilize the online component to challenge and assess students along with formative assessments provided by the program. At this level, all students will use district-issued chromebooks to remain connected with their teachers and have the ability to receive remote instruction. Teachers will use Google Tools for Education, especially Google Meet, to see their students and deliver virtual instruction along with other tools such as Screencastify and Flipgrid to deliver instruction and maintain student engagement.
- At the intermediate level (grades 3 - 5), teachers continue to utilize the Journeys Program for ELA instruction along with various age-appropriate novels at each grade level to expand fluency and comprehension skills. Additionally, there is a greater emphasis placed on writing at these grade levels. Teachers use the program along with online resources such as myon and Study Island to supplement their instructional efforts and to assess student progress. The enVision Program is used by teachers to cover the math curriculum at each grade level. The embedded online components along with Study Island allow teachers to infuse rigor and also assess student understanding and progress. Teachers will use Google Tools for Education, especially Google Meet, to see their students and deliver virtual instruction along with other tools such as Screencastify and Flipgrid to deliver instruction and maintain student engagement.
- At the middle school level (grades 6 - 8), students will receive instruction from each of their subject area teachers in a remote manner by following a modified version of their departmentalized schedule. In each case, subject area specialist teachers will deliver remote instruction by facilitating Google Meet sessions and then various online resources such as Study Island and myon to enhance their efforts and assess student progress. Remote learning experiences will include socratic seminars, novel studies, virtual labs, cooperative problem solving and project-based social studies. Learning will be measured by way of formal assessments done independently; writing samples; lab reports; essays and projects submitted using email and Google Tools for Education.

- Similar to being in school, student attendance will be taken each day and shared with the administration, school counselor and school nurse. This data will be used to determine and identify student concerns related to personal health and educational difficulties. Ultimately, the data will be faceted into the decision making process for promotion and graduation. Student attendance may also be used to determine remediation steps for inappropriate behaviors that will continue to be shared with parents and guardians as needed.

Summer Programs

- All required services for special needs students will be provided in person or remotely depending on the level of health restrictions in place. Arrangements have been made with all service providers to ensure that all related services (OT, PT & speech) can be provided remotely to the extent possible. Any lapse in service due to the health crisis will be addressed and remediated once school reopens.
- The Child Study Team will be coordinating eligibility and consent rosters to be shared with administration to ensure that all special needs students as appropriate.
- Plans are being created to extend the Academic Support Program into the summer months to help address the learning needs of the at-risk students.
- Although there are currently no students that qualify for ESY services, arrangements have been made with a member of the faculty who possesses the appropriate credentials to deliver ESY services to have this teacher assess and communicate information with families. Additionally, scheduling arrangements will be made as needed to have this certified teacher deliver ESY services at the appropriate level for any student that qualifies.
- In order to determine the potential loss of learning and student regression, teachers will be using a combination of traditional and online resources. In addition to the formal assessments provided by the ELA and math programs, teachers will also be using assessments developed by members of the Monmouth County Curriculum Consortium (MC3) to further assess student progress in the areas of ELA and math. These same instruments can also be used in September for pre-assessment purposes that will help to drive instruction and planning decisions for the fall. Students at the middle school level are being given end-of-year writing samples to complete and they will also be taking a math placement test that is being used strictly for diagnostic purposes.
- The district will continue to utilize Title 1 funds to deliver our Academic Support Program to students that have been identified by their test scores, report card grades and feedback from teachers. These students who are struggling in ELA and/or math will be invited to participate in the program that involves certified teaching staff facilitating small-group instruction that occurs beyond the scope of the normal school day hours. The goal of this supplemental instruction is to enable students to strengthen their skills and conceptual understanding in both subject areas.

Essential Personnel

- To date, only essential personnel (Administration, Technology Coordinator, Administrative Assistants & custodians) are required to report to work.
- The administration is on site each day from 8:30 - 3:00
- The office staff is on site from 8:30 - 1:30 on a rotating daily basis
- The custodial staff is on site for deep cleaning from 7:00 - 3:00 daily

Lunch

- MBS does not have any type of hot lunch program nor do we currently have any families that would qualify for free & reduced lunch.