



K-3

BelovED Community Charter School's Reopening Plan

Updated September 1, 2020

Executive Summary

COVID-19 has affected every aspect of our lives and BelovED Community Charter School ("BelovED") must keep its scholars and staff safe while it works to fulfill its educational mission.

We have developed this Reopening Plan to address these dual responsibilities, adhering to guidelines provided by the New Jersey Department of Education ("NJDOE") in "The Road Back" (<https://www.nj.gov/education/reopening/NJDOETheRoadBack.pdf>), its reopening guidance for public school districts.

Our Plan was developed by BelovED's Pandemic Response Team.

- The plan effectively addresses what is called the "Digital Divide" by ensuring that throughout the school year, there will be no lapse in students having access to the educational technology they need.
- It provides reasonable accommodations for students and staff identified as having a higher risk for severe illness from Covid-19.
- It follows the CDC and the Department of Health recommendations for facility cleaning and puts in place classroom, testing and therapy room standards and protocols aligned with NJDOE guidelines to provide for social distancing, and hand, room and object sanitization.
- It establishes protocols for the safe transportation of students and their safe entry, exit and flow through school facilities.
- It implements effective procedures related to student and staff health screening; to community members who present symptoms; and for contact tracing.
- It implements safe practices in connection with school meals, recess, physical education and field trips.

When we initially submitted a school reopening plan to the New Jersey Department of Education, based on the guidance and requirements released by the Department up to that time,



we planned on opening in September with a hybrid model where we permitted each family to choose virtual or in-person classroom instruction for their scholar(s), and we felt comfortable that we could provide scholars with top-quality instruction and support regardless of the option chosen by their parent/guardian.

However, several weeks ago, Governor Murphy announced that public school districts may begin the school year 100% virtual if they: 1) do not feel they are fully ready to safely reopen; and 2) have a plan to become fully ready.

The Jersey City Public Schools District and ever-more additional public school districts statewide have decided to begin the school year 100% virtual. Meanwhile, through our frequent communications with Jersey City's other charter schools, we have learned that they too are now planning to begin the school year 100% virtual. Circumstances have caused us to re-think our original plans, as well.

One concern is we have not yet received shipments of all the safety equipment we had ordered – shipments that vendors had promised to deliver to us by late August, but have not. Moreover, there are additional safety-related renovations still underway. Finally, we have been unable to secure inspections for our buses due to understandable delays at the Department of Transportation.

In light of the above, we have modified our Reopening Schedule:

- On September 2, we will kick-off SY2020-21 offering 100% virtual classroom instruction.
- On October 5, if our missing safety equipment has been received and installed, and New Jersey's Transmission Rate is at an acceptable level, we will shift to our originally planned hybrid model where we offer both virtual classroom instruction and in-person classroom instruction.

When we shift to this hybrid model, we will honor the wishes of a scholar's parent/guardian to have their scholar come for in-person instruction or have their scholar continue receiving virtual instruction. Whatever option is chosen by their parents/guardians, all scholars will receive the required hours of instruction each school day for a minimum of 180 school days.

We will be prepared to return to remote instruction only if the New Jersey's Covid transmission rate increases and Governor Murphy calls for all public schools to return to 100% virtual instruction for a period of time. We want to provide in-person instruction for families that believe it best helps their child(ren) learn, and we know that many community members – in order to get back to work -- need our school to offer in-person instruction.



However, we will remain flexible and will be prepared to return to 100% virtual instruction if that becomes necessary.

This school year is going to be challenging for many community members. This plan was devised with a full understanding of that and with the interests of each community member in mind. Indeed, we are all in this together and we will communicate with all stakeholders as we make revisions and improvements to our path forward. In the meanwhile, we ask that each community member be patient and understanding. We are in uncharted waters.

The school's board and administration sincerely thanks all students, staff, and families for their understanding, and for their being positive and united in this difficult time. The upcoming year will be hard. But we are hopeful that we will be able to keep everyone safe and effectively educate our scholars despite the present challenges – and that soon things will get back to “normal.”

A List of Safety Equipment Ordered By BelovED But Not Yet Received

We have a strong plan in place to welcome our amazing scholars back to school.

To ensure the safety of staff members and scholars, before we bring our scholars on site for in-person instruction, we feel it is critical that we have all of our safety equipment in place. We have been working hard to get our facilities and supplies ready for months, but manufacturer delays that have resulted in our not having everything in hand yet.

- We want all of our buildings to have UV lighting and grade 13 HVAC filters, and to have a bit of time to test our HVAC renovations. These renovations are underway and we expect to have them completed and the equipment tested prior to our start date of October 5, 2020.
- We have purchased Thermal Scanners and other items to help with our Health Screenings. Some items which had been promised by the first week of September have not yet been received due to manufacturer delays.
- We have purchased desk shields for students in the elementary and middle school grades. We are waiting for some shipments. We expect them to be delivered before the end of September.
- While we have most of our PPE items in hand (disposable masks, gloves, sanitizer, soap), we are still waiting some final shipments.
- We are upgrading our water fountains at our Middle and High School facilities so they are all touchless, and installing hand sanitizing stations outside each and every classroom. These should be completed by September 15th.
- Social Distancing signage has been ordered but has not yet arrived.
- We are working around the clock to obtain these items.



RE-OPENING PLAN: PHASES ONE, TWO AND THREE

Phase 1 will be 100% remote, virtual learning. We are beginning with Phase 1 on September 2nd, the first day of our 2020-21 School Year.

Phase 2 will be a hybrid model. Our anticipated start date for Phase 2 is October 5th. We expect that during Phase 2, based on parental preference, we will be asked to instruct a gradually increasing number of students on site, which will necessitate constant model revisions. We will also be revising our hybrid model protocols based upon emergent data and learned best practices. That said, we describe “Plan A” and “Plan B” elements below, as we currently are preparing to implement them.

Phase 3 will largely be a return to “normal operations” with most scholars receiving in-person instruction, although parents/guardians will still have the ability to “opt for virtual” for their scholar, until the State changes its guidance in that regard. Permitting this virtual option will lessen the number of students in classes and hallways and help us maintain social distancing, as noted in New Jersey Department of Education guidance documents.

PHASE 1: All Virtual Learning	100% of students will learn remotely, from home, via virtual instruction. This is the most restrictive plan and ensures the safety of our staff and students. This is being implemented because, among other things, we have not yet received all of our Covid-related safety equipment and our transportation services are affected by delays at the Department of Transportation.
PHASE 2: Hybrid Model	In this phase, there will be both virtual and in-person instruction being provided. Class sizes will be reduced, social distancing and mask wearing requirements will be implemented, and BelovED will be following all CDC recommendations. As the number of students onsite increases, we will revise our Hybrid Model approach, taking into account staffing and building considerations, parental feedback, and safety guidance from health authorities and the State. We have two hybrid model approaches listed below, Plan A and Plan B. As the threats posed by Covid decrease, some restrictive protocols will be able to be revised.



PHASE 3: Normal Operations	Over time, we hope to resume normal operations and return to in-person learning for nearly 100% of our students. But we will still allow any family to “opt virtual” until the State changes its guidance in this regard.
----------------------------	---

OVERVIEW OF PHASE 1: 100% VIRTUAL/REMOTE MODEL

As a school community, we understand that 100% virtual instruction is not ideal. But it is presently necessary for the safety of our students, families, and staff. Our goal during this phase will be to ensure that scholars maintain a high level of learning and sense of community, and receive necessary social and emotional support.

General Factors and Expectations for Virtual Learning

- As always, we are committed to providing a top notch education that meets the particular needs of every student and to doing whatever it takes to support their academic and social and emotional growth.
- In grades K-3, scholars will be assigned a Lead Classroom Teacher in a “Virtual Classroom” with other scholars. There will be additional supports for scholars who are struggling and who have IEPs -- the latter from a SpEd certified teacher.
- In grades 4-5, the scholars will receive instruction from teachers who specialize in a content area. Scholars who are struggling or have IEP will receive additional support -- the latter from SpEd certified staff.
- In grades 6-8, scholars will receive instruction from teachers who specialize in a content area. Scholars will have a mix of live instruction from a teacher, pre-recorded lessons, independent work time, small groups in certain content areas, breaks, and office hour opportunities where the scholar can ask questions and receive additional help. All scholars will receive instruction for a minimum of 180 school days.
- K-3 scholars will have at least 5 hours of instruction per day. 4th and 5th grade scholars will also have at least 5 hours of instruction each day.
- MS and HS will have essentially a regular school day (virtually) with classes running from 8:50am to 3:15 pm.
- Scholars will have the opportunity to participate in a range of elective opportunities as well. K-5 will have music, art, PE and Health. Scholars in MS will have drama, art, media, PE and Health. Scholars in HS will have opportunities to participate in drama, art, media, Justice, STEM, PE and Health.
- Spanish is mandatory for grades K-8. In HS, students can choose Spanish or another language from a certified blended learning program.
- We will fulfill mandates to take and track students' attendance during virtual learning. Attendance will be taken in PowerSchool during homeroom and throughout the day in



Schoology (the learning management system of PowerSchool). We will be reaching out to parents/guardians if their child is marked absent.

- To give teachers unlimited access to all of the materials that they need to teach effectively and to collaborate with their colleagues, BelovED staff is strongly encouraged to work from their respective school buildings onsite. However, reasonable accommodations will be made for staff who need to work virtually. If a staff member works from home, they must ensure that they have an adequate “classroom environment” with resources/board space available.
- Designated support staff will be required to come into the building, depending on their role and the schools’ needs. At this time, School Leaders, School Nurses, Office Staff, Operations/Business Staff, and some Instructional Support Staff are asked to work from the school. BelovED staff will use face masks and remain socially distant during the day to meet all CDC guidelines. Please note that the building will not be open to visitors, parents, or students at this time.

CONDITIONS FOR LEARNING

Key Element	BelovED Policies/Procedures
Staff Screening, PPE, and Health Guidelines	<ul style="list-style-type: none"> ● BelovED will provide adequate amounts of personal protective equipment (PPE), as the nationwide supply allows. ● ALL staff will be screened before entering the building using our new thermal scanning system or handheld temperature scanners. ALL STAFF must sign in daily with Security so we have a record for Contact Tracing purposes. ● Restrooms and high touch surfaces areas will be cleaned and disinfected several times during the school day. ● Any staff members who are feeling unwell or exhibit symptoms of Covid-19 will be safely isolated from others, in the designated isolation space/room, and remain in the location with continued supervision and care by a staff person, the school Nurse if possible. ● Symptoms that may warrant exclusion are: <ul style="list-style-type: none"> ○ A fever of 100 degrees F or higher ○ Cough ○ Shortness of breath or difficulty breathing ○ Chills ○ Repeated shaking with chills ○ Muscle pain ○ Headache ○ Sore throat ○ Loss of taste or smell ○ Fatigue ○ Congestion or runny nose

	<ul style="list-style-type: none"> ○ Nausea or vomiting ○ Diarrhea ● Staff will be excluded from school until displaying no symptoms for 72 hours and a doctor’s note clears them to be present at school. ● BelovED will work closely with the Department of Health in Jersey City to help facilitate Contact Tracing and monitor the medical responses for student/staff absences from school. ● BelovED will contact the Department of Health if symptoms for COVID-19 present themselves in a member of staff and follow all recommendations. ● Staff is expected to report international travel or travel to areas heavily affected by COVID to the School Nurse for advisement.
Attendance	<ul style="list-style-type: none"> ● Students' attendance is crucial to their successful learning. Scholars cannot learn if they are not virtually present to engage in the curriculum. Thus, we are holding to strict guidelines for marking scholars’ present or absent. ● Attendance will be taken daily in homeroom and for every synchronous lesson. Daily attendance is officially set in the morning but we believe it is critical that students attend every live session offered. These live sessions provide the students with the opportunities not only to learn from their teachers in real-time, such as with in-person learning, but also gives students the chance to learn from one another. ● If students are unwell due to COVID-19 or other illness, the scholar will be marked <i>absent- excused</i>.
Meals	<ul style="list-style-type: none"> ● Per state guidance, we will continue to serve free breakfast and lunches for students who have need at a scholar's bus stop. We will communicate the timing to families to ensure that any family who would like to pick up a meal has the opportunity to do so.
LEADERSHIP AND PLANNING	
Scheduling	<ul style="list-style-type: none"> ● Given that students have been engaged in distance learning for quite some time, we feel strongly that it is important that we provide scholars with virtual live instruction and time to connect with peers. ● Our schedule will be divided into mandatory (live teaching or synchronous learning) and asynchronous lessons. It is imperative that scholars attend all synchronous lessons so they can ask questions and learn from their peers.
Technology	<ul style="list-style-type: none"> ● We will be lending Chromebooks and Hotspots to families in need to ensure equity. We will follow CDC guidelines to provide for the

	<p>safe distribution of Chromebooks and essential school-issued materials, which will take place during the first week of school.</p> <ul style="list-style-type: none"> • While we have ordered enough Chromebooks for each student, there has been a delay in the shipment. Once it arrives, each student will have their own chromebook, which is vital during our current all-remote start and, in the event, that there is a shutdown in the future by virtue of a mandate from the Governor. ALL scholars will have a Schoology classroom that will be assigned to them by their classroom teacher(s). Their Schoology classroom will include all information on assignments, deadlines, etc. • We will provide extensive communications and training to families and staff regarding all internet-based platforms. • Comcast has extended its free wifi hotspot access for the remainder of 2020. Many hotspots can be found in public areas. To connect, visit https://wifi.xfinity.com/. Comcast is still also offering free wifi for 2 months for new Internet Essentials customers in response to COVID-19. Families can call 855-846-8376 or apply via their phones at https://internetessentials.com/. • BelovED has also purchased a number of wireless hotspots for families that are unable to secure the internet through other means. These hotspots will be provided to families that have communicated to us that they do not have access to the internet and have tried to access the resources above but were unsuccessful.
CONTINUITY OF LEARNING	
Curriculum	<ul style="list-style-type: none"> • Except for our HS, which will add a grade each year, we will continue to use the same curriculum that we have used in the past, with the modifications our regular curriculum review process has targeted. However, it will be modified further, when necessary, to be accessible virtually. We are confident that scholars will be able to maintain the same levels of high learning. In addition to our curriculum, we have given teachers access to a number of online websites/apps to support student learning.
Assignments and Late Policy	<ul style="list-style-type: none"> • Scholars are to submit classwork assigned. We expect that work will be submitted no later than 11:59pm. We do not expect work to take students all evening to complete, however, we are providing a grace period to provide flexibility. Students should be able to get their assignments completed during the normal school day. • Learning will be tracked through assignment completion. In the event that a student is experiencing hardship or illness, we will provide flexibility and work with families on a case by case basis.
Assessments	<ul style="list-style-type: none"> • Assessment data is important for BelovED teachers to review and



	<p>reflect upon, so that they can adjust the curriculum/teaching to meet the needs of our scholars. Scholars will take quizzes, tests, and interim assessments virtually. We understand that testing in a virtual environment is very different from paper and pencil testing, and we will be working with scholars to navigate our online testing platforms.</p> <ul style="list-style-type: none"> ● K-8 will primarily be using Star 360 and Savvas for their online assessments. ● HS will be using Star 360 and self-created interim assessments.
Parent/Teacher Communication	<ul style="list-style-type: none"> ● Family communication is important at BelovED. In addition to Schoology, there will be phone calls and emails to parents/guardians from teachers, counselors and School Leaders. We appreciate the challenges being experienced during these difficult times, and want to ensure we provide the sufficient and customized support.
Related Services	<ul style="list-style-type: none"> ● Scholars receiving services from Special Education, ESL, or Intervention Teams will continue to receive this service virtually. BelovED Social Workers will be providing services virtually as well. They will email information about community resources as needed or as new resources become available. ● BelovED School Nurses are available to support families with health-related concerns.
SEL and School Climate	<ul style="list-style-type: none"> ● Deans of Students, Social Workers, and School Counselors will provide core values instruction and teacher support in this area. ● BelovED Social Workers and Counselors will provide teachers and staff with social emotional support resources. ● Special accommodations and considerations will be made to ensure that we are checking in on the social emotional well-being of teachers and staff throughout the day. ● BelovED has zero tolerance for Harassment, Intimidation and Bullying (HIB). We will continue to review and revise our policies and procedures to maintain a safe and nurturing environment for our scholars. Our Anti-Bullying Coordinator is Mr. Long, mlong@belovedccs.org.
POLICY AND FUNDING	
Fiscal Summary	<ul style="list-style-type: none"> ● We do expect SY20-21 expenses to be greater and revenues to be less than originally expected. Still, assuming no additional large-scale unexpected changes, BelovED will be able to cover its costs and maintain healthy financial ratios.



MISCELLANEOUS GOALS	
Handbook Revisions	<ul style="list-style-type: none"> Many items in the Handbook will not be applicable during the 100% virtual instruction phase. But scholars will be expected to abide by BelovED’s Code of Conduct and overall policies. Important guidance will be added as an appendix to the existing Handbook. During virtual learning, uniforms are strongly encouraged. If students do not dress in uniform, they are expected to follow BelovED’s dress down policies.
Communication and Surveys for Staff, Families, and Key Stakeholders	<ul style="list-style-type: none"> Staff was surveyed during the summer to provide feedback. Families were asked to respond to 2 surveys between May and July to indicate their family’s preference for Virtual or in-person learning at the start of SY20-21. BelovED Administration will continue to send Monthly Newsletters to families, Weekly Newsletters to Staff, survey all stakeholders, and use our school messaging system to provide frequent updates in-between.

OVERVIEW OF PHASE 2: HYBRID MODEL
(Target Date: October 5, 2020 --- Subject to change based on school readiness and immediately preceding COVID transmission rate data. School readiness refers having PPE and safety equipment received and/or installed, not on back order, and our staff and systems ready to meet the “standards” we lay out below.)

BelovED is dedicated to providing each family with tailored services that best help their scholar(s) learn. In our parent surveys, it appears that about 40% of our families would like to receive full time virtual instruction thru the fall of 2020, while the balance of families would like to return to in-person learning. BelovED respects family’s preferences and we are dedicated to tailoring our services as best we can for each scholar. Therefore, we have established two plans: **PLAN A** (Preferred Plan) and a **PLAN B** (Backup Plan). We plan to begin Phase 2 using Plan A, but we recognize that we may have to move to Plan B if more families opt into in-person learning than we can safely allow when we enter Phase 2. We plan on tweaking the plans as time goes on and we are able to ease restrictions and increase the number of in-person learners. *After Phase 2 begins, we may have to return to an all-virtual setting if the State of New Jersey decides it is unsafe for schools to remain open or PPE and essential safety supplies become unavailable.* We will follow state guidance and will do whatever is necessary to ensure the safety of community members.

Hybrid Model Plan A: Parents Opt Into *Virtual* or *In-person* Learning (Preferred Plan)

- We want to be able to accommodate parent/guardian preferences relative to in-person vs virtual instruction. But we will generally need some advance notice to move a scholar from one modality to the other, and the number of students for which we can provide in-person instruction may be temporarily limited by the prevailing public health regulations relating to Covid 19.
- To be able to offer in-person instruction for the scholars whose families request it, we must ensure that we can safely distance our scholars in the classroom, during transitions and in common spaces (e.g., cafeteria). We must also ensure that we have adequate staffing onsite to accommodate the number of families seeking onsite at a given point in time. Because executing our health safeguards effectively requires planning, accurate data is extremely important.
- Families will have the opportunity to change their initial selection (virtual or in-person instruction) at certain “entry/exit dates” throughout the year, which will be communicated as circumstances make changes viable. This will afford us the opportunity to also ensure proper onsite social distancing and staffing.
- This decision was made based on State guidance and on parent and staff feedback. State guidance and parent and staff feedback may change. Hence this plan is also subject to change.

Plan B: All Students will be in an A or B Cohort (Backup Plan)

- If we will not be able to safely accommodate students and staff members with social distancing based on the option parents choose, we will need to implement Plan B (Hybrid Cohort Plan) to ensure the safety of all via proper social distancing.
- Plan B would encompass having scholar cohorts alternate days onsite for in-person instruction.

General Factors and Expectations for Hybrid In-person Learning

- BelovED will comply with CDC, state, and local guidelines.
- All staff and students will have Health Screenings daily before entering the school and/or bus.
- BelovED will maintain Social Distancing within the classroom and throughout the school day. In addition, we will use physical barriers in certain classrooms and turn desks the same direction. All desks will be singular and will face in one direction. There will not be any student pods or pairings.
- School Staff and visitors are required to wear face coverings unless doing so would inhibit their health.
- Throughout the day, students will be required to wear face masks in their classrooms, the hallway, common spaces, during arrival/dismissal/on the school bus, and outside anytime social distancing cannot be maintained, unless doing so would inhibit their health.

- If a student fails to comply with social distancing and struggles to meet safety expectations, we will work with the student to encourage compliance with safety expectations; however, if the student, without a health reason, continues to violate safety protocols, we will work with the scholar's family to have the scholar receive virtual instruction. We will provide a computer and internet, if needed.
- We will instruct and promote hand washing, hygiene, as well as add sanitizing stations throughout the buildings.
- We will have School Nurses available for each Academy.
- Recess will be limited. We will make every attempt to allot time for students to go outside as much as possible.
- Students in all grades will remain in one classroom, with teachers traveling to each classroom.
- Specials instruction will take place inside this classroom, instead of specialty classrooms.
- Breakfast and lunch will also take place inside the classroom.
- Scholars will not be able to work in close groups or play directly with each other without Social Distancing being enforced.
- We will have new initiatives for Social Emotional learning, both virtually and in-person, as social distancing is difficult for a child and we want to offset its negative effects.
- The CDC and Health Officials do not recommend Face Shields that permit unfiltered airflow around the shield as a replacement for fabric face masks. Scholars and staff can wear one in addition to a mask if they desire, but not as a replacement.

General Factors and Expectations for Virtual Learning under Hybrid Model

- BelovED is committed to ensuring every scholar is provided an equitable education in a virtual environment.
- In grades K-3, scholars are assigned a Lead Classroom Teacher in a "Virtual Classroom" with virtual peers. Both Virtual and In-person teachers are BelovED staff members who receive extensive professional development.
- In Grades 4th and 5th, scholars are in a regular homeroom (at school), but allowed to participate completely remotely. They will have access to Schoology for each major content area and receive both synchronous and asynchronous instruction.
- For grades 6th-8th, scholars who select virtual learning will also be required to attend a homeroom for attendance purposes. They will receive both synchronous and asynchronous instruction.
- For HS, the same will apply for virtual learners under a hybrid model: they will (i) attend homeroom for attendance purposes and then (ii) receive both synchronous and asynchronous instruction.
- Scholars in a virtual session will take tests, quizzes, and assessments. Because of the uniqueness of taking assessments virtually, the school will take additional measures to monitor (e.g., testing windows and cameras will have to be on).
- BelovED will work closely with our Social Workers, Deans of Students, PTO, and Leadership team to ensure virtual students have ample socialization and Social



- Emotional Learning opportunities, both virtually and hopefully in-person.
- Under a hybrid model, BelovED will provide entry/exit dates for those scholars who decide that they want to transition from virtual to in-person learning. BelovED will collect preference data through periodic surveys.

BelovED’s Hybrid Reopening Plan Standards
*(*These are based on the assumption we are proceeding with Plan A. However, most of the criteria will remain the same in the event we have to move to Plan B.)*

CONDITIONS FOR LEARNING

Key Element	BelovED’s Policies/Procedures
General Health and Safety Guidelines	<ul style="list-style-type: none"> • In all stages of pandemic response, BelovED will comply with CDC, state, and local guidelines. We will provide reasonable accommodations for all staff and students at higher risk. • BelovED will implement Social Distancing within the classroom and throughout the building and its buses. BelovED will also use physical barriers and turning desks in the same direction. • School Staff and visitors are required to wear face coverings unless doing so would inhibit their health. Visitors will not be allowed past the Main Office for the time being. • In response to an update by Governor Murphy on August 3, 2020, BelovED will require students, staff and visitors to wear face coverings unless doing so would inhibit the individual’s health, the individual is under two years of age, or other exceptions outlined in NJDOE’s guidance apply, while providing any necessary accommodations. BelovED will require that masks be washed each night to be effective. BelovED will have disposable masks available if a child forgets their mask, but supplies can often be limited. • BelovED further recommends purchasing a 5 pack of cloth masks for scholars so they can wear a new one each day and you can wash them on the weekend. Here is an example of a mask: https://schoolmaskpack.com/products/crayola-kids-reusable-cloth-face-mask-set-cool-colors • For students, BelovED will have a more flexible attendance policy due to the pandemic. If a child has any symptoms, BelovED’s encourages students to call out sick. Scholars will be able to complete work virtually for the day. This will ensure scholars are not being sent to school to avoid an attendance issue. However, scholars will be required to check in virtually with the teacher that day and submit their work in order to be marked present. • Similarly, BelovED will support staff who have contracted, been exposed to or experienced symptoms from the virus.



	<ul style="list-style-type: none"> ● BelovED will instruct and promote hand washing, hygiene, and add sanitizing stations throughout the building. ● Students and Staff are encouraged to get tested for COVID before the start of the school year. If at any time the Health Officials recommend/require it, BelovED will comply. ● The CDC and Health Officials do not recommend Face Shields as a replacement for fabric masks. Scholars and Staff can wear one in addition to a mask, but not as a replacement. BelovED is constantly re-evaluating safety equipment available and if a safer alternative/face shield becomes available we will consider it.
Classrooms/ Facility Updates	<ul style="list-style-type: none"> ● BelovED will install hand sanitation dispensers in all classrooms and restrooms. Restrooms will also have hand soap dispensers. ● BelovED has invested in UV lights and grade 13 filters to be installed in the HVAC system. This will have a dramatic impact on disinfecting the air in the building. ● Custodial Staff will post signage throughout the hallways and building to mark 6 feet distance for kids during transitions. ● BelovED will place Desk Shields for the Main Office, Security, and any other “high visitor points” to avoid the spread of germs. ● Desk groupings in classrooms will be eliminated. Desks will be singular and be placed 6 feet apart between them. If at any point in time we have too many students participating in in-person instruction to maintain distancing in our classrooms, we may have to move to Plan B.
Transportation	<ul style="list-style-type: none"> ● While we recommend parents/guardians bring their students to and from school rather than ride the bus to start, we will continue to offer transportation with clear health and safety protocols. For AM pickups the bus aid will screen students' temperature and ask for a history of exposure before getting on the bus to school. ● All parents/guardians must stay with their child until the child has boarded the bus in case they must be sent home (unless you have signed off that your child has permission to walk home). ● Seats and high touch areas on the bus will be sprayed down with sanitizer between each route. ● Students and staff will be required to wear masks on the bus. There will be disposable masks if a child forgets their masks but students are encouraged to bring them from home. If a child cannot wear a mask or keep a mask on the bus, we will ask the parent/guardian to transport the scholar to and from school. Students will be seated in the rear of the bus first to minimize face to face exposure. ● BelovED will make every attempt to ensure students are socially distant on the bus.
Student Flow,	<ul style="list-style-type: none"> ● All staff and scholars will be screened upon arrival for symptoms



<p>Entry, Exit, Common Areas</p>	<p>and history of exposure by visual check and temperature readings. We will have a Thermal Scanner at the main entrances. We will ask students to go through designated entrances to reduce the flow of students.</p> <ul style="list-style-type: none"> ● All students utilizing bus transportation will be screened for symptoms and exposure prior to boarding the bus. ● BelovED encourages families who are dropping students off and picking them up to use the same adult each day at drop off and pick up whenever possible. ● All students must wear face coverings during arrival, dismissal and through any transition around the school building. ● Physical markings will also be used to indicate six feet apart distancing in certain common spaces. ● Hallways will have designated “one way routes” (arrows) on either side of the hallway to help decrease exposure during transitions and when walking to use the restroom. ● Students will not transition to classes, including specials (except for PE). Staff will transition to each classroom. ● Bus students' dismissal will be staggered. Students will be dismissed by bus upon that bus's arrival. They will transition directly from class to bus, without pre-staging. ● Hand sanitizer will be provided at school entrances, exits, classrooms, and bathrooms. ● There will be designated mandatory times and/or events to take students out of the classroom to wash hands with soap and water. ● Visitors and parents/guardians will be asked to use their own pen for signing in/out but we will have Hand Sanitizer/alcohol swabs available if needed. ● Visitors will not be allowed into the classrooms or past the main office until further notice. ● Students and staff will have continuous in-service and reminders about maintaining social distancing, handwashing for 20 seconds, proper sneezing and coughing techniques.
<p>Screening, PPE, and Response to Students and Staff Presenting Symptoms</p>	<ul style="list-style-type: none"> ● All staff and scholars will be screened upon arrival for symptoms and history of exposure by visual check and temperature readings. ● Staff and scholar health screenings will be conducted in the Health Office at both schools safely, respectfully and in accordance with any applicable privacy laws and regulations if they are warranted based on initial check. ● Screening results, positive or negative, along with any signs or symptoms of COVID19 will be documented in the staff or scholars' health record. ● Scholars with disabilities will be given the needed accommodations in the screening process, in accordance with applicable laws and regulations.

- Students and staff with symptoms related to COVID-19 will be safely isolated from others, in the designated isolation space/room, and remain in the location with continued supervision and care by a staff person, preferably the school Nurse if possible, until they are picked up by a parent/guardian or any other authorized approved adult. Parents/guardians are expected to pick up their child promptly upon being contacted, and no more than 1 hour later.
- Staff and scholars will be excluded from school until the symptoms have subsided for 72 hours and a doctor's note clears them to be present at school.
- Symptoms that may warrant exclusion are:
 - A fever of 100 degrees F or higher
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Fatigue
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- BelovED will follow all CDC guidelines in regard to reporting any illness and contact tracing on all positive COVID19 cases to help slow the spread of COVID19.
- School Staff and visitors are required to wear face coverings unless doing so would inhibit their health (in which case a doctor's note may be required).
- If a visitor refuses to wear a face covering at all times, and if a face covering cannot be provided to the individual at the point of entry, entry to BelovED will be denied unless wearing a mask inhibits the individual's health.
- In response to an update by Governor Murphy on August 3, 2020, BelovED will require students, staff and visitors to wear face coverings unless doing so would inhibit the individual's health, the individual is under two years of age, or other exceptions outlined in NJDOE's guidance apply, while providing any necessary accommodations. BelovED recognizes that enforcing scholars with special needs or other disabilities to wear or use a face covering or mask may be impractical. We will make reasonable and appropriate accommodations for them that are also consistent with health and safety state protocols.
- Accommodations for scholars who are unable to wear masks will be

	<p>addressed according to the individual scholar's needs and in accordance with all applicable laws and regulations.</p> <ul style="list-style-type: none"> ● BelovED recognizes the following exceptions for staff/scholars wearing masks: <ul style="list-style-type: none"> ○ Doing so would inhibit the individual's health ○ The individual is in extreme heat outdoors ○ A scholar has a documented medical condition or disability as reflected in an individualized Education Program (IEP) or 504 Plan that precludes the use of a mask ● BelovED will follow the current Communicable Disease Service Guidance for Illness reporting. ● If BelovED receives information that a staff/scholar/habiting family member who has been present in our facility tests positive for COVID19 the school nurse will immediately notify the school administration, staff, the local health officials, and families of the confirmed cases while maintaining confidentiality of all individuals. We will work with the Health Department to decide if and when it is appropriate to close or require designated sections to quarantine. ● A staff member or scholar who tests positive for COVID must self-quarantine for 14 days. They shall provide a doctor's note clearing them to return to school prior to returning. ● BelovED will provide and have adequate amounts of personal protective equipment (PPE) available as nationwide supply allows. ● BelovED will monitor methods to assist in contact tracing to include records of groups, cohorts, assigned staff and daily attendance. ● The protocols to address re-admittance for positive cases/people will be taken from the Department of Health Guidance and Information for Schools and Department of Health/Communicable Disease Services. We reserve the right to deny admittance after consultation. ● BelovED will consider a virtual school health office model to address school health needs should we be on Plan B. The school nurses will be available to scholars whether they are in school or not.
Contact Tracing	<ul style="list-style-type: none"> ● BelovED will work closely with the Department of Health in Jersey City to help facilitate Contact Tracing. ● BelovED will monitor the medical responses for student/staff absences from school. ● BelovED will recommend the next course of action due to student/staff symptoms. ● BelovED will contact the Department of Health if symptoms for COVID-19 present themselves within a student/staff member and follow department's recommendations.
Facilities Cleaning	<ul style="list-style-type: none"> ● The custodial staff will clean and sanitize all classrooms, restrooms, spaces, and offices every night per the CDC guideline using EPA

Practices	<p>approved disinfectants against COVID-19.</p> <ul style="list-style-type: none"> ● Restrooms will be cleaned and disinfected several times during the school day. ● Frequently touched surfaces and objects like light switches and door knobs will need to be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects every evening. ● All water fountains will have “bottle fillers.” Students are requested to bring labeled water bottles to fill.
Meals	<ul style="list-style-type: none"> ● Breakfast will be served in the classroom. ● Lunch will be served in the classroom. ● Students who have opted for Virtual Instruction will be able to come to designated pick-up points to get meals as needed. ● Students will not be serving themselves food, it will be safely prepared for them by designated food services personnel wearing PPE and gloves.
Recess and PE	<ul style="list-style-type: none"> ● BelovED will have recess outside. ● BelovED teachers and staff will ensure that students do not use any recess equipment or the playground while outside until it is safe to return to normal activity. ● PE will take place outside to start the school year, weather permitting. When there is inclement weather plan, PE will take place in the classroom or in the gym with squared off spots safely distanced apart. ● PE teachers will plan activities for students that do not require use of equipment to start the year and does not require students to interact directly with one another in close contact. ● PE teachers will use cones/flags/tape/paint to ensure that students are appropriately distanced during PE activities. ● While outside students may remove masks only if they are properly distanced, 6 feet apart. If scholars are running and interacting closely, masks will be required to be on. ● Handwashing time will be built into the transition back to class following both Recess and PE.
SEL and School Climate	<ul style="list-style-type: none"> ● BelovED’s Social Worker/Dean of Students will continue to run sessions and provide emotional support to the BelovED Community over the summer months. ● BelovED’s Social Workers and Counselors will provide emotional support to students as needed who are experiencing hardships/loss due to COVID-19. ● BelovED’s Social Workers and Counselors will support students through 1 on 1 counseling sessions as needed and have group sessions as well. ● BelovED’s Social Workers and Counselors will provide access to

	<p>resources for self-care, self-help, and psychoeducational information to parents and families.</p> <ul style="list-style-type: none"> ● BelovED’s Social Workers and Counselors will provide SEL support to students/teachers to help with instruction around COVID-19 and managing emotions. BelovED’s Social Workers and Counselors will provide a list of community supports to parents/guardians and families. ● BelovED’s Social Workers and Counselors will provide teachers and staff with social emotional support resources. ● Special accommodations and considerations will be made to ensure that we are checking in on the social emotional well-being of our teachers and staff throughout the day.
--	---

LEADERSHIP AND PLANNING

<p>Scheduling</p>	<ul style="list-style-type: none"> ● BelovED will resume in-person instruction, in accordance with state guidelines, but scheduling decisions will continue to be informed by up-to-date guidance from the New Jersey Department of Health. ● BelovED will be prepared to shift into virtual learning models if circumstances change and guidelines can no longer be met, with a contingency plan in place to support diverse learners. ● BelovED will ensure schedules include at least four hours of instruction daily, where the student is engaged in standards-based learning under the guidance of a teacher, whether the learning be in-person or virtually. ● Based on survey data and parent input, BelovED’s hybrid model includes two options for scheduling school: in-person instruction or virtual instruction. ● Virtual Instruction will take place daily with a designated teacher offering online instruction via Schoology and conferencing applications. Parents will opt into this model. ● There will be no alternating onsite cohorts under Plan A, our preferred plan. Under Plan B, one cohort of students will be scheduled to receive onsite instruction on A Days and virtual instruction on B Days. A second cohort of students will receive onsite instruction on B Days and virtual instruction on A Days. In-person instruction will still include some online/hybrid components throughout the school day. ● There will be registration windows in which parents must select their educational preference for their child (in-person or virtual). ● BelovED will provide access to technology for families that need it. ● BelovED will ensure clear and consistent communication with stakeholders via School Messenger. ● BelovED staff will receive extensive PD training, beginning on August 18th.
-------------------	---



	<ul style="list-style-type: none"> ● BelovED will seek continuing feedback on its reopening protocols and will revise them as State guidance and family or staff feedback make appropriate.
Attendance	<ul style="list-style-type: none"> ● Any BelovED scholar who has been exposed to COVID-19, presents symptoms (even if minor) of COVID-19, or has to quarantine for a COVID related reason will be provided a device (if needed and available) that will allow them to receive Virtual Instruction on those days. BelovED Scholars must complete assignments and log in daily to Schoology in order to be marked present for these days. Any BelovED scholar who has to quarantine for 14 days due to someone in their immediate family/household being exposed or presenting symptoms of COVID-19 will be able to receive virtual instruction for the duration of their quarantine. ● If scholars with COVID-19 symptoms are too sick to work at any given point a doctor’s note must be provided for the days they are absent. These absences will be excused. For children who are on full virtual learning, attendance will be taken daily via live sessions with teachers. If you are not present for the live sessions, and prior communication was not had, you will be marked absent. ● BelovED will continue to follow the attendance policy as stated in our Family Handbook for any other illness related absences. However, we encourage families to err on the side of caution. Because you can complete work virtually, if your child has any cold symptoms, we encourage you to stay home and complete work virtually for the day (and not be marked absent) rather than risk coming to school. Any BelovED staff member who has been exposed to COVID-19 or presents symptoms of COVID-19 and has to quarantine for 14 days will be able to work remotely from home for the duration of that time on a case by case basis so you do not have to use all your sick time. A doctor’s note will be required. ● BelovED will ask families/staff partaking in international travel or travel to areas with high COVID-19 rates to inform the school so we can determine together if quarantine is recommended.
Athletics	<ul style="list-style-type: none"> ● We believe that providing as many options as possible for students to engage and participate in an activity is very important. BelovED’s Athletic Director is closely monitoring state guidelines. ● We will continue to offer our programs so long as it is safe and in compliance with all state regulations.
POLICY AND FUNDING	
Fiscal Summary	<ul style="list-style-type: none"> ● We expect expenses to be greater than originally expected and revenues to be less; however, we believe BelovED is financially

	able to meet the demands presented by the pandemic.
CONTINUITY OF LEARNING	
Ensuring the Delivery of SPED and Related Services	<ul style="list-style-type: none"> ● At BelovED our staff is dedicated to ensuring all students who receive special education and/or related services get the services stated in their plans. ● BelovED’s SpEd team will work with the CST to ensure that students who have overdue and or incomplete evaluations as well as initial evaluations from the Spring of 2020, as well as annual reviews, will be able to have virtual meetings with the child study team. ● BelovED’s SpEd team will ensure that students who have overdue or new re-evaluations will be in-person and the evaluator and student will follow appropriate protocol, i.e. 6 feet apart and will wear a mask in order to keep the students and staff safe when conducting assessments. ● BelovED will support students who have a medical 504 by offering virtual instruction and frequent virtual check ins. ● Special education teachers will host live sessions while they are teaching their lessons in the classroom so any student who has an IEP with a medical concern will receive the appropriate services. ● Special Education teachers will ensure that the students are working towards their IEP goals by tracking student growth. ● BelovED’s SpEd team will maintain clear communication with families through email, phone calls and virtual meetings. ● Special education teachers will add differentiated material onto Schoology and scaffold questions to support students.
Technology and Connectivity	<ul style="list-style-type: none"> ● BelovED will provide hotspots and resources to families with no internet connectivity at their primary residence. ● BelovED will provide Chromebooks to students who opt-in for virtual learning and have no access to laptops which can be dedicated to scholars learning. We are working hard to ensure we have technology available to everyone who needs it.
Curriculum and Instruction	<p>Curriculum</p> <ul style="list-style-type: none"> ● BelovED is committed to ensuring all children have access to a high quality education, and therefore is focused to provide highly effective instruction in hybrid environments and prepared to address learning gaps that may prevent students from meeting the New Jersey Student Learning Standards. ● BelovED is prepared to adjust curriculum to account for the loss of learning that may have resulted from extended building closures. ● BelovED will continue to employ best practices around data, by deeply analyzing the data to evaluate gaps in student knowledge and



	<p>tailor instruction accordingly.</p> <ul style="list-style-type: none"> ● BelovED’s curriculum will be equitably implemented, both for in-person and virtual instructional models.
Assessment	<ul style="list-style-type: none"> ● BelovED is committed to ensuring all children have access to a high quality education, and therefore will continue to use assessment as a key tool to determine how best to target instruction for students. ● All assessments will be made accessible for in-person or virtual students to take. ● BelovED will continue to include formative assessment throughout instruction, with daily exit tickets and bi-weekly assessments to gauge student learning throughout units of study. ● BelovED will continue to provide Interim Assessments at the end of each trimester or quarter, in order to assess student performance and understanding of standards taught during the term. These assessments will now be available electronically for students on Virtual Instruction.
Professional Learning	<ul style="list-style-type: none"> ● BelovED will provide professional learning that will better equip staff to adapt to altered educational environments and experiences. ● Summer Training began on August 18th. ● Training sessions are done virtually.

OVERVIEW OF PHASE 3: NORMAL OPERATIONS	
	<ul style="list-style-type: none"> ● Over time we hope to ease restrictions and resume normal operations to allow for in-person learning for 100% of our students. ● Still, as per State guidance, we will allow any family to “opt virtual” during the COVID-19 Pandemic, until State guidance changes and we provide notice of the change to our parents/guardians.