

Safe Return to In-Person Instruction and Continuity  
of Service Pursuant to the Federal American Rescue  
Plan Act



*Hazlet Township School District*

June 2021

Revision: August 2021

Revision: January 2022

**HAZLET TOWNSHIP PUBLIC SCHOOLS  
ADMINISTRATION  
2021-2022**

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Lillian Drive School

Kathleen Matsutani

Middle Road School

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Beers Street School

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Cove Road School

Dara Van Pelt

Hazlet Middle School

Christine McCoid, Ed.D.

Raritan High School

Andrew Piotrowski, Ed.D.

# Hazlet Township School District

**Date: June 15, 2021**

**Revised: August, 2021, January, 2022**

## **1. Maintaining Health and Safety**

*For each mitigation strategy listed below (A–H), please describe how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC.*

The Hazlet Township Public Schools will maintain the health and safety of its students, educators, and other staff throughout the remainder of the public health crisis brought on by the COVID-19 Pandemic. The district strives to provide the most optimal learning environment as we anticipate a return to full time in-person instruction. The protocols/procedures will remain in place until the state lifts all requirements on Local Education Agencies and declares that the public health crisis is no longer a concern within the public school setting.

### **A. Universal and Correct Wearing of Masks**

**Protocols for Face Coverings:** On Friday, August 6, 2021, Governor Murphy signed Executive Order 251, that explicitly states: “All public, private, and parochial preschool programs and elementary and secondary schools, including charter and renaissance schools (collectively “school districts”), must maintain a policy regarding mandatory use of face masks by staff, students, and visitors in the indoor portion of the school district premises.”

This Executive Order goes into effect Monday, August 9, 2021 and will stay in effect until the order is revoked or revised. Therefore, beginning Monday, August 9, all staff, students and visitors of the Hazlet Township School District School, regardless of vaccination status, will be required to wear face masks except in the following circumstances listed in the Executive Order:

#### ***Exceptions:***

- When doing so would inhibit the individual’s health, such as when the individual is exposed to extreme heat indoors.

- When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face mask without assistance.
- When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP) or Educational Plan pursuant to Section 504 of the Rehabilitation Act of 1973, precludes use of a face mask.
- When the individual is under two (2) years of age.
- When the individual is engaged in activity that cannot physically be performed while wearing a mask, such as eating or drinking, or playing a musical instrument that would be obstructed by a face mask.
- When the individual is engaged in high-intensity aerobic or anaerobic activity.
- When a student is participating in high-intensity physical activities during a physical education class in a well-ventilated location and able to maintain a physical distance of six feet from all other individuals.
- When wearing a face mask creates an unsafe condition in which to operate equipment or execute a task.

*We will be following the protocols outlined below related to the enforcement of this mandate as well exceptions:*

- The school nurse will be notified in writing if there are any medical or developmental reasons for a student's inability to wear a face covering. Medical exclusions must be requested with appropriate documentation from a physician for both staff and students.
- The school physician will be consulted in the event of any questions in this regard and individual accommodations may be addressed according to that student or staff member's need and in accordance with all applicable laws and regulations.
- If a visitor or student does not have a face covering, one will be provided by school staff. If the visitor or student refuses to wear a face covering for non-medical reasons entrance to the school building may be denied for the visitor and students will be placed in an isolation room until parent or guardian picks up the child. Students will also be marked absent for the day. Instructional materials will be provided.
- Staff and students are encouraged to wear a face covering that they find comfortable and manageable. However, if preferred, the school will supply

disposable masks daily. The masks will be available at the main office and in individual classrooms.

- Physical education classes held indoors will utilize social distancing of 6ft. whenever practical, allowing for students to take off their masks when engaging in physical education classes.

- During indoor lunch periods, masks will be required when entering or exiting the lunchroom, in lunch lines and when walking around the lunchroom. However, once seated and students are eating and drinking, they may remove their masks. Students will be spaced out a minimum of 3ft. and staggered when eating lunch. If there is room for greater social distancing, this will be used. Principals will continue to utilize vacant spaces in the building (if feasible) for students to eat lunch in an effort to increase distance from one another.

- Students engaging in instrumental music, choral music, certain speech lessons or classes, or during other activities that absolutely cannot be performed while wearing a mask, will not be required to wear that mask during the activity. They will be required to wear a mask while entering and exiting the classroom, in common areas or when the activity is not in session. Students and staff will be spaced out a minimum of 3ft. in all of these activities and greater social distancing will be implemented where practical.

- Students, staff and visitors are required to always wear a mask when entering and during the entirety of their visit to the nurse's office.

### **Mask Refusal Protocol**

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*No student will be disciplined. All staff members should reinforce with students that they are **NOT** in trouble and that the district/school is simply honoring a Directive issued by the governor of NJ.*

Student arrives without mask (bus or school)

- Student is offered a mask before boarding the bus and/or entering the school.
  - If student complies, resume regular routine
  - If a student refuses to wear a mask, he/she should be placed in a separate, socially distanced, supervised location, and parent/guardian notified by an appropriate stakeholder: building administration, guidance, or Child Study Team.
- When parents/guardians are contacted, parents/guardians should be encouraged to ask their child to wear a mask or pick up their child to go home. An absence will be charged.
- If parents refuse to ask their child to wear a mask, or pick up their child from school, the parent/guardian should be informed that their child will remain in a separate, socially distanced, supervised location with access to the daily learning plan, though not necessarily a teacher.
- Parents should also be informed that, as per the Executive Order, students cannot ride the bus without a mask.
- If a parent refuses to pick up his/her child, the student should remain in school until regular dismissal time.
- If a parent refuses to pick up the student beyond regular dismissal time, call Senior Administration prior to contacting the Division of Child Protection and Permanency (DCP&P)/Hazlet Township Police Department(HTPD).

### **Mask Tolerance and Mask Breaks**

We understand that the use of masks for prolonged periods of time can be difficult for students and staff and is unsettling for many parents, therefore, we will be working to provide frequent mask breaks for students and staff throughout the day as well as on incorporating the use of outdoor space for learning and other activities so that students may participate without the use of a mask. We also understand that for some of our learners, mask tolerance for even short periods of time is something that is still being developed, therefore we will work with students to build mask tolerance as part of their individual programming. Staff working with students who cannot tolerate a mask or cannot wear a mask

due to a medical exemption or documented exemption in an IEP may request the use of additional PPE.

Mask breaks will be encouraged for both staff and students through the planning of outdoor activities. Staff will be encouraged to take students outside frequently for lessons, walks, movement, fresh air where masks will not need to be worn.

### **Excessive Heat**

One of the exceptions to the use of face masks indoors is in the event of exposure to excessive heat. Air conditioning exists in all parts of the school building. In some cases, students may be moved outside so they may remove their masks and students will be spaced 6ft. or more (if feasible) and be able to remove their masks inside as per Executive Order 251.

### **Vaccinations**

Fully Vaccinated is defined as:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine
- In September 2021, the Hazlet Township School District will comprise a mixed population of vaccinated and unvaccinated individuals, thereby requiring the layering of preventative measures to protect individuals who are not fully vaccinated.

### **Vaccinations-Student**

- Students who are vaccinated are requested to share their vaccination status with the school nurse on their Emergency Health Form via Family ID.
- Anyone who chooses to not disclose their vaccination status will be considered "not fully vaccinated" for procedures and protocols.

- Everyone 5 years or older is eligible for a COVID-19 vaccine in New Jersey. All adults (18 and older) are eligible for the two-dose Pfizer, two-dose Moderna or one-dose Johnson & Johnson vaccines.
- All adolescents ages 12 through 17 are eligible for the two-dose Pfizer vaccine.
- All children ages 5 through 11 are eligible for the pediatric two-dose Pfizer vaccine.
- Everyone 16 and older is eligible for a booster shot if it has been at least two months since their one-dose Johnson & Johnson shot or at least six months after completing their two-dose Pfizer or Moderna vaccine series. At this time, only the Pfizer vaccine is authorized and recommended for adolescents aged 16 and 17.
- People who are [moderately to severely immune compromised](#) are eligible for a third dose of the Pfizer or Moderna vaccines.

### **Vaccination-Executive Order 253**

- As of October 18, 2021, all school and support personnel must provide proof that they have been fully vaccinated or submit to Covid-19 testing 1-2 times weekly.
- In September, 2021, the Hazlet Township School District partnered with the district's assigned vendor, Rover Technologies to implement testing to all non-vaccinated teachers and staff in the district.
- Rover Technologies has created a weekly schedule of testing on premises at Beers Street and Raritan High Schools. Unvaccinated teachers and staff will be tested once per week. Rover will provide the results to building principals within 48 hours of testing.
- Should a non-vaccinated employee choose to self-test or choose a vendor of his/her own, those results must be submitted to the building Principal on the Thursday prior to the following week.
- Any non-vaccinated employee who tests positive must isolate for 10 days(utilizing accumulated sick days) if the exposure occurred outside of

the school. An employee will not be charged sick days if the exposure occurred in the school.

- Any non-vaccinated employee who is exposed to a positive case will need to quarantine for 14 days.
- Any non-vaccinated employee who refuses to submit a test result will not be permitted to work and will be docked pay until he/she produces a negative test result or proof of a completed vaccination.

### **B. Physical distancing (e.g., including use of cohorts/podding)**

As we transition back to full time/full day in-person instruction at the start of the 2021-2022 school year, the district will maintain adequate physical distancing requirements (as best as possible) in instructional and other non-instructional areas of the building including common spaces of the school such as the gymnasium, cafeteria, hallways, and playgrounds. Physical distancing requirements will be adhered to as directed by the State, New Jersey Department of Education, NJ Health Department and/or CDC recommendations.

- If necessary, lunch may be provided in separate locations to ensure that potential spread of any virus can be minimized, and contact tracing can be conducted in a timely and efficient manner.
- If necessary, one-way procedures and protocols in the building will remain in place to ensure a smooth flow when transitioning throughout the building to maximize physical distancing.
- If necessary, plexiglass barriers will remain installed on each student and teacher desk to maximize physical distancing.

### **Busing**

Masks must be worn by all passengers on buses, regardless of vaccination status, per CDC's Federal Order.

- Windows will be opened when possible to increase airflow, and high-touch surfaces will be cleaned at least daily.
  - Student arrives without mask (bus or school)
    - ❖ Student is offered a mask before boarding the bus and/or entering the school.

- ❖ If student complies, resume regular routine
- ❖ If student refuses to wear a mask, he/she should be placed in a separate, socially distanced, supervised location, and parent/guardian notified by an appropriate stakeholder: building administration, guidance, or CST

### **C. Handwashing and Respiratory Etiquette**

#### **Handwashing Etiquette**

Frequent hand washing will be permitted at the staff's discretion and required before and after the transition between anywhere in the school including but not limited to using the restroom and any other activity that has students handling any equipment necessary for learning. Instructional and non-instructional rooms/classrooms are equipped with an affixed hand sanitizing station in the event that handwashing is not available. Signs promoting proper handwashing are placed in every bathroom and throughout the school building to promote proper hygiene. All hand sanitizers will meet the minimum requirements of 60% volume of alcohol-based solution and are EPA approved.

#### **Respiratory Etiquette**

All students are encouraged and will be reminded to practice proper hygiene and respiratory etiquette while in school. Students should cough and sneeze into the corner of their arm to minimize cross contamination when touching surfaces with their hands. Students and staff should at all cost attempt to use tissues and to properly dispose of them. Proper washing or sanitization of hands should take place after coughing or sneezing. If a surface or area becomes contaminated the teacher will be equipped with spot cleaning materials such as an approved cleaner and microfiber cloths to reduce the potential spread of a communicable disease. A custodial staff member can also be requested to come and clean the surface if one is uncomfortable engaging in spot cleaning by contacting the main office.

### **D. Schedule for increased cleaning**

*During the School Day:* After the students and staff have entered the building, all entrance touch point surfaces will be wiped/sanitized. Student occupied classroom door handles and other corridor touch points will be wiped with

disinfectant. All classroom doors will remain ajar but locked in an event of a lockdown. Bathrooms will be sanitized every two hours, this entails sanitizing touch points, cleaning visible messes, and checking dispensers.

*In the Evening:* The building will be cleaned and disinfected, to include classroom desks and chairs, handles on equipment, buttons on machines, computer keyboards, phones, touchscreens, vacuuming, and mopping. Maintenance staff use electrostatic disinfectant spray. Teacher desks should be kept clear of personal objects. Teachers should store staplers, books, pens, equipment, teaching materials, etc., in drawers and cabinets at the end of the day, every day.

The day custodian can disinfect these rooms before the end of his/her shift. Where this is not possible, the evening custodian(s) will add these offices to their rotation. The day custodian will be cleaning frequently touched surfaces such as, door knobs, touch points, handrails, drinking fountains, light switches and restrooms during shift. Lab equipment should be cleaned and sanitized after being used, and before it is put away in cabinets and drawers.

### **Hand sanitizer location and procedure for refilling and maintaining**

The day custodian is responsible for checking and restocking the hand sanitizer dispensers and the bathroom soap dispensers. Hand sanitizer and soap are kept with the custodial supplies. Hand sanitizer stations should be at all entrances, exits and easy to access in common areas.

### **Cleaning vs. Sanitizing**

Surfaces must be cleaned before being disinfected. This is a two-step process. Cleaning to remove dirt and germs, and then surfaces will be disinfected. Approved disinfectants will be used with appropriate tools. Custodians will be trained, and the products will be used in accordance with product specifications. Custodians will wear all appropriate protective equipment.

### **Water fountains**

Traditional water fountains will be closed until the public health crisis is over or guidance is provided that says otherwise. Water bottle filling stations will remain available and will be cleaned and disinfected every night and throughout the school day.

### **Disinfecting spray**

Disinfecting spray will be ordered by the day custodian and provided to the faculty. Teachers should be responsible for wiping down their desk throughout the

day, and the classroom door knobs and other common touch points in the classroom. A spray bottle with disinfectant will be left in each classroom.

### **Restrooms**

Students should be allowed to monitor their own social distance when using the restroom, staff members are utilized as hall monitors in the middle and high school to limit access to restrooms. Allowing students to use the restroom during class will minimize the number of students using the restrooms between classes. Classroom based restrooms are also available in several classrooms. Reevaluate the situation by building if social distancing is not being followed. Locking restrooms and assigning teachers to monitor are options.

### **Procedure for building disinfecting if a case of COVID is identified**

Depending on the extent of exposure/contamination circumstances, the whole school building or only the infected rooms will be closed for 24 hours if deemed the best course of action in collaboration with the Department of Health. Sprayers will be used to coat surfaces with disinfectant after surfaces have been washed. While cleaning and disinfecting, rooms will be vented where possible. All surfaces, including but not limited to, high volume touch points, desks, chairs, handles, switches, and equipment will be treated.

### **Maintaining proper ventilation and circulation of air**

The District will closely monitor the HVAC systems for proper air flow and will continue to replace the air filters under the manufacturer specifications. Dampers will be adjusted to increase outside air into the building where possible. Hutchinsons HVAC has been contracted to provide scheduled maintenance. The district is also utilizing ESSER II funding to provide improved air quality upgrades.

### **E. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments**

#### **Contact Tracing**

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, nurses, 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. The Hazlet Township School District will collaborate with the local health department and engage our school nurse to educate the broader school community on the

importance of contact tracing. All contact tracing will be conducted by the NJDOH (New Jersey Department of Health) for the Hazlet Township School District in collaboration with our school nurses and district administration. The district procedure for reporting a positive case of COVID-19 for anyone who has come in contact with or has themselves tested positive for COVID-19 will be as follows:

- Contact the school nurse and/or principal to report the situation
- Make the Superintendent aware of the situation
- District Administration will contact the NJDOH (New Jersey Department of Health) and consult with them for the next steps to take about informing the school and community
- Alert the head custodian if there was exposure within the school building and enable the district emergency cleaning process to ensure proper and effective sanitation of the school facility. The extent of cleaning/sanitization will be determined on the severity of the exposure and may be isolated to only certain corridors of the facility based on the risk of exposure. In some events the district may have to engage in an emergency school closure to properly and thoroughly sanitize the facility. This will be handled just like any inclement weather emergency school closure and will be determined by the school Superintendent in collaboration with the NJDOH.
- If necessary, the school community will be alerted as determined appropriate by the NJDOH.
- The NJDOE County Office will be notified by completing their online survey reporting positive COVID-19 cases within the district.

### **Isolation**

Students and staff presenting symptoms related to COVID-19 must be safely and respectfully isolated from others. The location of isolation will depend on the number of individuals presenting symptoms. District Health Offices can hold a maximum of two individuals presenting symptoms at one time. If there are more than two individuals presenting symptoms, an available room in the school will be commandeered to accommodate those needing isolation until they are picked up safely from their caretaker or sent home if it is a staff member. All spaces used for isolation will ensure that individuals are a minimum of 6ft apart or a safe distance further deemed appropriate by the state and/or CDC recommendations.

The above selected areas can ensure that a minimum of 6ft of social distancing is maintained. If we have an abnormal number of symptomatic students and staff and we can not maintain 6ft of social distance, barriers such as dividers or curtains will be utilized to help isolate the staff/student(s) safely and respectfully. The staff at the school will be made aware if an available room becomes unavailable to ensure no one utilizes the space until it is properly disinfected.

### **Quarantine**

Staff and students who are sick should not attend school in-person and shall be considered absent as it relates to any other illness prior to the pandemic. Students will be expected to make up work for a short-term absence as outlined by their classroom teacher.

#### **COVID-19 Quarantine/Exclusion Criteria for Persons Who Have COVID-19 Compatible Symptoms or Who Test Positive for COVID-19:**

- Have passed since symptom onset and at least 24 hours have passed after resolution of fever without fever reducing medications and improvement in symptoms.
- Persons who test positive for COVID-19 but who are asymptomatic should stay home for 10 days from the positive test result.
- An alternate diagnosis (including a positive strep test or influenza swab) without a negative COVID-19 test is not acceptable for individuals who meet COVID-19 exclusion criteria to return to school earlier than the timeframes above.

COVID-19 Quarantine/Exclusion Criteria for Close Contacts: Excluded individuals who are close contacts of staff or students who tested positive for COVID-19 may be considered for a reduced exclusion period based on community transmission levels as follows:

- High (orange) exposed close contacts should be excluded from school for 14 days.
- Moderate or Low (yellow or green) exposed close contacts should be excluded from school for 10 days (or 7 days with negative test results collected at 5-7 days). All individuals with COVID-19 compatible symptoms who have not been tested or individuals who tested positive for COVID-19 should stay home until at least 10 days.

### **COVID-19 Quarantine/Exclusion Criteria for FULLY VACCINATED Individuals:**

Exposed close contacts who are fully vaccinated and have no COVID-like symptoms do not need to quarantine, be excluded from school, or be tested following an exposure to someone with suspected or confirmed COVID-19. These individuals should still monitor for symptoms of COVID-19 for 14 days following an exposure. If they experience symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing and inform their health care provider of their vaccination status at the time of presentation to care. Individuals who are fully vaccinated but exhibiting COVID-19 symptoms after an exposure will follow the general quarantine/exclusion criteria listed above.

**Continuation of Academic Instruction During Periods of Quarantine:**As per the guidance provided by the New Jersey Department of Education on August 11, 2021, when an individual student, group of students, or entire class(es) are excluded from school **due to meeting the NJDOH's COVID-19 exclusion criteria**, the Hazlet Township School District will immediately provide virtual or remote instruction to those students. Students will be assigned both synchronous and asynchronous assignments and activities via Google Classroom and will receive live instruction from the classroom teacher to assist in the understanding of lessons and completion of assignments and activities. In addition, the Hazlet Township School district will use afterschool programs to provide an extra period of live instruction from 3:15 - 4:15 pm Monday through Thursday to ensure students subject to quarantine are receiving commensurate levels of instruction. Students with non-Covid illnesses or absences will be marked absent and will not receive virtual instruction.

### **Exclusion**

#### SPECIAL EXCEPTION - STUDENTS ONLY

- On August 20, 2021, the NJDOE and NJDOH formally adopted a special exception to the close contact definition:
  - If a student is consistently and appropriately wearing a mask at school, and if the individual who tests positive for COVID-19 was also wearing a mask, the contact tracing radius will be 3 feet for 15 cumulative minutes in a 24-hour period (instead of 6 feet for 15 cumulative minutes in a 24-hour period)
  - Therefore, in situations where the students were no closer than 3 feet for 15 minutes cumulatively, while both parties were masked, students will not be required to quarantine.
  - Despite the above exception, parents/guardians of individuals within the 6 foot radius will be contacted by the school to make them aware that their child was in

proximity to a positive individual, so that they can take appropriate measures as they see fit (testing, monitoring for symptoms)

- This exception only applies to students and is not applicable to adults in the classroom/school setting

### **Exclusion criteria**

#### COVID-19 Exclusion Criteria for Close Contacts

Duration of Exclusion from School for VACCINATED Close Contacts:

If an identified close contact is fully vaccinated and asymptomatic, they will not be required to quarantine, be excluded from school, or be tested. They should self-monitor for symptoms of COVID-19 for 14 days following an exposure, and if they experience symptoms during this window, they should isolate themselves and be clinically evaluated for COVID-19 before returning to school.

### **F. Diagnostic and screening testing**

**Diagnostic Testing:** The building base school nurses will continue to assist parents/caregivers seeking testing from an outside source by providing them the information to contact a testing site to schedule an appointment. A copy of documentation directly related to the safety and well-being of the student at hand will be provided upon return to school to ensure appropriate medical clearance. This includes but is not limited to COVID-19 diagnostic test results or a physician's note with an alternative diagnosis.

#### **Screening Testing:**

- Parents or caregivers are strongly encouraged to monitor their children every day prior to their arrival at school for signs of infectious illness including but not limited to COVID-19.

- Staff is expected to refer any student to the health office if they observe or are concerned with a student's visible symptoms upon arrival or throughout the course of the school day. The health office will conduct a health review/examination of the referred student and make the best determination for the safety and well-being of all students and staff.
- If a staff member feels ill or is experiencing any of these symptoms, they are encouraged to stay home for the safety of everyone. If they feel any of these symptoms after their arrival to school, they should see the school nurse immediately.

Symptoms of COVID-19 and similar infectious diseases, based on CDC guidance:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache (Earlier Symptom than Temperature according to the NJDOH)
- Sore throat (Earlier Symptom than Temperature according to the NJDOH)
- New loss of taste or smell
- Fatigue
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Students are not permitted to return to school until they are fever free for 24 hours.

**G. Efforts to provide vaccinations to educators, other staff, and students, if eligible**

If feasible, The Hazlet Township Public Schools will partner with the VNA of NJ to provide COVID-19 vaccines for eligible students. If this service can not be provided onsite due to lack of registration, the school nurses will assist parents/caregivers/staff by providing them the information to contact a vaccination site to schedule an appointment.

## **H. Appropriate accommodations for children with disabilities with respect to the health and safety policies**

All students who are in need of appropriate accommodations pertaining to a temporary or chronic health condition will be provided with compensatory educational services as identified for children with disabilities with respect to existing Policy #2412 Home Instruction. If required by state mandate, executive order or through guidance from the NJDOE, students who are deemed a true medical risk to attend school in-person as a result of their disability or underlying medical condition, and have an endorsed letter by a physician, will be provided with an alternative educational model as outlined through specific guidance provided to local education agencies. Additional accommodations can be made internally while attending in-person instruction including but not limited to waiver of any masking requirement if it inhibits one's health with appropriate medical documentation.

### **2. Ensuring Continuity of Services**

*A. Describe how the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff's social, emotional, mental health, and other needs, which may include student health and food services. (1000 character limit)*

The Hazlet Township Public Schools is committed to the academic success and the social/emotional well-being of all our students and staff. To ensure that all students and staff have the necessary components in place for a safe return to school, Hazlet will be offering the following as it pertains to each respective components listed above:

#### **Academic Needs of Students:**

- (Tier 1) Differentiation of instruction within the classroom, delivered by the teacher in their inclusive learning environment. Students will also have access to personalized learning instruction programs for reading and math through various programs like Savvas and IXL. Additional documentation of differentiation is noted in the district's curriculum and teachers' lesson plans.

- (Bridge between Tiers 1, 2 & 3) Preschool Intervention and Referral Team (PIRT) will meet regularly to help support district preschool staff develop and implement intervention plans for those students in need. The team consists of a designated school administrator, the respective teacher, master teacher, school nurse, member(s) of the Child Study Team, and a special education teacher representative.
- (Bridge between Tiers 1, 2 & 3) Intervention and Referral Services Team (I&RS) will be maintained and a schedule will be created for monthly meetings and meetings will be conducted as needed based on student needs/referrals. The team consists of a designated school administrator, the respective teacher, additional general and special education teachers, school nurse, and member(s) of the Child Study Team. Interventions for implementation will be determined upon initial referral and supports will be monitored and evaluated. The committee will revisit each student to measure progress on an intermittent basis. If progress is achieved the student will either continue or be dismissed from the I&RS process. If a lack of progress is made and interventions are determined ineffective, the student will be referred to the Child Study Team (CST) for further evaluation. The parent is part of the I&RS process the entire way and has the right to discontinue the support at any time.
- (Tier 2) Enrichment: Students will be identified and rostered by October 1, 2021 according to the NJDOE implemented G&T guidelines. The determination of qualification will be conducted using the following multiple measures: District benchmark assessment, report card grades, teacher recommendations and state assessments results (when available and applicable). Services will be provided for all qualified students and parents will be informed in writing if their child qualifies for G&T opportunities. Parents have the right to accept or decline G&T educational opportunities.
- (Tier 2) Targeted Reading/Basic Skills: Students will be identified and rostered for the 2021-22 school year and appropriately documented in our Student Information System in accordance with the NJDOE guidelines. The determination of qualification will be conducted using the following multiple measures: District benchmark assessment, report card grades, teacher recommendations and state assessments results (when available and applicable). Services will be provided for all qualified students and parents will be informed in writing if their child qualifies for these opportunities. Parents have the right to accept or decline Targeted Reading/Basic Skills. Students can be entered and exited as needed based on the measures above and their level of achievement or lack thereof.

- (Tier 3) Special Education Supports are put in place for students who demonstrate a lack of success in Tiers 1 and 2. Level of support is determined by the thorough evaluation by the district's Child Study Team. All decisions are driven by collaboration and special education code to support the best interest of the student.

### **Social, Emotional & Mental Health Needs of Students:**

- (Tier 1) Professional development will be given to district instructional staff on creating trauma informed classrooms. In addition, responsive classroom approaches will be utilized, which will support SEL implementation across multiple settings. Furthermore, both district and school based SEL teams will meet regularly to ensure fidelity, consistency, and continuity of SEL efforts across all district schools.
- (Tier 2) Provided by the school guidance counselor(s), school social worker(s) and/or school psychologist(s) in collaboration with the student(s) and their respective caregivers. This may be conducted one on one or in small groups with students presenting with similar needs.
- (Tier 3) Consultations may be requested with a district behaviorist to develop and implement an intervention plan to support individual students as appropriate. We have implemented a school-based mental health model, to provide access to an in-house clinical practitioner at the middle and high school level. This partnership will support students as well as families both within the school setting and beyond.

### **Social, Emotional & Mental Health Needs of Staff:**

- Professional development opportunities and resources to support staff in the identification and remediation of mental health concerns will be provided.
- AID-NJEA is a free, confidential 24-hour telephone helpline for school staff members and their families. The helpline is staffed by active and retired educators and school counselors who are trained to counsel and support their colleagues. The program provides telephone support, information and resources for school employees experiencing some distress in their work or personal lives. **1-866-AID-NJEA (1-866-243-6532)** or email [AID-NJEA@ubhc.rutgers.edu](mailto:AID-NJEA@ubhc.rutgers.edu)

- NJ Mental Health Cares is offering help to people dealing with anxiety and worry related to the outbreak. New Jerseyans can call **1-866-202-HELP (4357)** for free, confidential support from trained specialists, 8 a.m. to 8 p.m. seven days a week

#### **Student Health Services:**

- Medical screenings will be conducted by the school nurse. Screenings include but are not limited to, height, weight, blood pressure, vision, hearing and scoliosis checks for all students.
- Access to the school nurse for day to day health concerns that arise and/or are identified by staff and referred for review.

#### **Food Services:**

- All students of the Hazlet Township Public Schools School will receive free breakfast and lunch daily through June 2022. Meals will be distributed with respect to recommended safety protocols. Summer meal distribution will be conducted through August of 2021 once per-week to ensure that families have access to food while school is not in session. Distribution information will be shared through our digital backpack, the school website and robo-call system.
- Hazlet students that are in quarantine will be provided free breakfast and lunch. Meal Pick Up Schedule for Hazlet School District are Mondays & Wednesdays 10am-1pm at Raritan High School.

### **3. Public Comment**

*A. Describe how the LEA sought public comment on its plan, and how it took those public comments into account in the development of its plan. Note, the ARP requires that LEAs seek public comment for each 60-day revision to the plan. (1000 character limit)*

The plan was presented at the June 21, 2021 Board of Education meeting and open for public comment as well as placed on the Hazlet Township School District's website. After the conclusion of the meeting, the administrative team from Hazlet Township Public Schools met to finalize the plan for its submission through the New Jersey Department of Education (NJDOE) Homeroom's EWEG link. Any revisions made to the plan will be made and reposted on the district's website for community access on June 22, 2021. The District Based Pandemic Response Team reviewed the plan to revise and discuss the current conditions in

the community at the August District Management Team meetings. The updated Safe Return to In-Person Instruction and Continuity of Service Plan will be posted on each school's webpage.

*B. Describe how the LEA ensured that the plan is in an understandable and uniform format; is to the extent practicable written in a language that parents can understand or, if not practicable to provide written translations to a parent with limited English proficiency, will be orally translated for such a parent; and upon request by a parent who is an individual with a disability as defined by the ADA, will be provided in an alternative format accessible to that parent. (1000 character limit)*

In the process of drafting and finalizing this plan, considerations were given to jargon and acronyms that members of the community may not understand. All acronyms were written in long form and professional jargon was limited to ensure that the terminology being used was easy to follow/understand. The format of the plan replicated the template provided by the New Jersey Department of Education (NJDOE). The plan was translated in Spanish, which is the predominant second language of the caregivers to our students. The English and Spanish versions are located on the district's website. All correspondence regarding the plan was distributed in both languages to ensure greater accessibility. If a member of the community were to need an explanation of any content within this plan, further translation can be provided orally or through assistive technologies. If a greater level of need arises the district will make its best effort to accommodate the individual and their specific request in accordance with the American Disabilities Act (ADA). An alternative format, accessibility option or accommodation would be provided.