

Great Meadows Regional School District

**School Health-Related Closure
Preparedness Plan**

March 2020

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DISTRICT-WIDE INSTRUCTIONAL PLAN

Declaration of Closure

The Superintendent will make the decision in conjunction the Warren County Department of Health and the Warren County Department of Education. Once the decision is made the Superintendent will immediately notify the Board of Education and then the school community.

Communication will include:

- Email and telephone blasts
- Pick up locations and other pertinent information will be shared with parents and students via mass school-wide alert and district website.
- Instructional staff will be responsive, at least daily, to emails from students and parents regarding instruction and progress. Lessons and classroom materials will be kept up to date and will provide timely feedback for assignments turned in digitally.
- Primary access to district employees should be done via district staff email. (*firstinitiallastname@gmrsd.com*)

In the event of a closure due to health related concerns, the staff will be required to work remotely on a half day schedule as outlined for each building in the school calendar. Staff will be available during this time to answer emails from parents and/or students.

Equitable Access to Instruction

1. Free and reduced lunch students will be provided lunch meals which can be picked up at a specified location.
2. Students that do not have technology to access assignments may be provided district-issued Chromebooks for instruction at home.
3. Students in this category will also be given hard-copies of all textbooks and available workbooks to use at home.
4. In the event a school closure occurs without advance notice, administrative and support staff will be available at the school to distribute the materials needed for equitable access to instruction.
5. In the event a student is unable to access the internet, the student will not be penalized for missed assignments and will be afforded reasonable time to make up work upon return to school.

Special Education

1. All IEP and 504 Plan modifications and accommodations will be provided to students through assignments posted on Google Classroom or hard copies.
2. Teachers will continue to provide modified coursework, testing, and materials to all students who qualify for those services.
3. Students requiring extended time for assignments will be given extended-time based on a school day schedule

Delivery of Instruction

1. In the event our district is forced to close because of a health-related concern, the district buildings will look to deliver instruction remotely on a daily basis, Monday through Friday.
2. Teachers will provide instruction through online textbooks and programs (HMH Think Central, HMH Dimensions, Big Ideas Math, IXL Math and ELA), Google Classroom, video instruction, email, and web-based resources. All teachers at Great Meadows Middle School have access to quality online materials and resources and are trained in the use of these methods. Additionally, teachers have the option of providing paper-based assignments for those without internet access.
3. All teachers have access to Google Apps for Education and Google accounts. This allows for tracking of assignments, communication between teacher and student/parents, and time-stamped due dates.
4. In the event of advance warning of a closure, teachers will send textbooks and paper-based materials home along with other needed supplies with students for accessibility during closure.
5. Each building principal will provide their staff with a building level plan for delivery of instruction.

Grading

1. Collection and assessment of materials will vary based on grade level. Any teacher that has access to Google Apps for Education will be able to track assignments, communicate between teacher and student/parents, and time-stamped due dates.
2. In the event of advance warning of a closure, teachers will send textbooks and paper-based materials home with students for accessibility during closure.

Services

1. School guidance counselors will be available to provide resources for families with specific needs.
2. Case Managers will need to be available to respond to students on their caseloads to ensure students are being accommodated

District Preparedness Committee:

David C. Mango, Superintendent
Debra Grigoletti, Director of Curriculum and Instruction
Kevin O’Leary, Director of Special Education
Israel Marmolejos, Principal
Michael Mai, Principal
Cheryl Wilson, RN

Contacts

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