



HIGH BRIDGE SCHOOLS

Gregory A. Hobaugh, Superintendent

40 Fairview Avenue, High Bridge, NJ 08829
E: hobaughg@hbschools.org P: 908-638-4103
www.hbschools.org

School Health-Related Closure Preparedness Plan

I. Introduction

Requirements to Implement a Public Health-Related School Closure NJDOH guidance identifies school closure as a potential strategy to limit transmission within a community. In the event a board of education is provided a written directive by either the NJDOH or the health officer of the jurisdiction to institute a public health-related closure, the board of education may utilize home instruction to provide instructional services to enrolled students. The provision of home instruction services should be guided by N.J.A.C.6A:16-10.1 and may include direct services, online instruction, services provided through contract with another district board of education, or any other means developed by the district to meet the needs of its students. Any day in which students impacted by a public health-related closure have access to home instruction services provided consistent with the guidance in this memo will count as a day in which the board of education has provided public school facilities toward its compliance with the 180-day requirement in accordance with N.J.S.A. 18A:7F-9. (Commissioner's Broadcast, March 5, 2020).

II. Equitable Access

High Bridge School District provides and maintains 1:1 Chromebooks to all students in grades 5-8. Students in grades P-4 also have 1:1 access to chromebooks but use them in a more limited fashion during school hours. A district-wide survey was issued to all families on March 6th. The survey indicated that approximately 3% of our students do not have access to the internet. In an effort to promote equity in our students educational program, our virtual school plan will provide technology assistance to students. An alternate assignment of comparable educational value will be available.

III. Instructional Plan

Pre-K-4th

- All teachers will provide subject specific assignments for students to complete utilizing a variety of familiar online platforms as well as consumable materials.



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- All teachers, including core arts teachers, will provide activities and assignments to ensure that mandated instructional times are met. These will include new instruction as well as previously taught skills in an authentic meaningful way.
- Teachers will provide ongoing support and dialogue by providing feedback and answering questions. Google Docs or currently used system of communication between parents and teacher (ie- remind app or group me) will be the primary tool used for the running dialogue
- For identified students who do not have technology at home a comparable assignment using non-technologies (paper, pencil, books) will be provided and available for pickup
- Regular assessment of student progress will be maintained and grades for assignments will be recorded by staff.
- Special Education teachers will provide modifications for said lessons in accordance with student IEPs.
- Teachers will accommodate student's section 504 plans.
- Students currently receiving ESL instruction will be provided with support

5th-8th

- All teachers will provide appropriate grade level assignments in line with the NJSLs for their subject
- Students will be provided with instruction in the core academic areas (math, ELA, science and social studies)
- Assignments will include a review of previously taught concepts, an extension of those concepts via project based learning activities and preliminary student led investigations into new material.
- Assignments will be delivered and tracked through Google Classroom. Teachers will provide ongoing support and dialogue by providing feedback and answering questions. Google Docs will be the primary tool used for the running dialogue
- For identified students who do not have technology at home a comparable assignment using non-technologies (paper, pencil, books) will be provided and available for pickup
- Regular assessment of student progress will be maintained and grades for assignments will be posted in Genesis
- Teachers will provide modifications for said lessons in accordance with student IEPs.



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- Students currently receiving ESL instruction will be provided with support

IV. Attendance

Student's attendance: Attendance will be tracked by Central office daily and entered into Genesis; Absences will be reported per normal protocols.

Staff: Staff will be available through district email to answer student questions or receive directives from administration (8:20-3:30) daily.

V. Food Services

Free and Reduced Lunch - High Bridge School District will collaborate with Maschio's, our normal food service vendor, to provide school lunches to students who qualify. School nurse is delivering lunches to family residences.

VI. Special Education

- Case managers are using Zoom and email to communicate with families
- Speech Therapist, Occupational Therapist, and Physical Therapist will provide resources to practice the identified needs of each individual student.
- In-Class Support teachers will collaborate with the general education teacher to ensure all assignments are aligned with the modifications/accommodations outlined within each student's IEP.
- Case managers will reschedule evaluations with parents.
- IEP meetings are being set up vertically with parents and teams.
- We currently do not have any medically fragile or out of district students.

VII. Cleaning of Buildings

Preventative and proactive cleaning measures include:

- Daily wiping down of desks, furniture, bathrooms and other touchpoints (door handles, railings, walls, etc.) daily.
- Disinfecting all areas multiple times per week.
- Regularly changing air filters in our HVAC equipment.
- Deep cleaning of the buildings each Saturday.

VIII. Closing

The decision to close the district will be made in conjunction with the Hunterdon County Department of Education, the Hunterdon County Department of Health, New



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Jersey Educational and Health Services and Federal Agencies. The High Bridge School District continues to follow the directives coming from county, state and federal government agencies. Governor Murphy has closed all New Jersey schools until further notice.

List of Essential Employees by Category	Role of Employee	Duties/Work Stream	How many Essential Employees Per Category	Teacher instructional Hours per day via remote learning
Administration	Operations of schools district/buildings	Interact with staff and community. Ensure educational resources are available to staff and students. Ensure bills and payroll are completed. Ensure the public and BOE have access to distance communication for meetings.	6 people: Superintendent, Middle School Principal, Elementary Vice Principal, Director of Special Services, Business Administrator, and Supervisor of Buildings and Grounds	Available as needed.
Support Staff	Sending out communications and directives from the administrative team.	Recording staff and student attendance. Supporting instructional staff with log-in information. Answering parent questions with on line concerns. Developing and delivering BOE agenda. Ensuring payroll is submitted. Sending out positive messages to the community.	5 people: Administrative Assistant to Superintendent, Administrative Assistant to Middle School Principal, Administrative Assistant to Elementary Principal and Vice Principal, Administrative Assistant to Director of Special Services and Administrative Assistant to Business Administrator	Available as needed.
Instructional Staff	Ensure general and special education continue to learn during school closure.	Develop lesson plans and deliver instruction. Ensure IEPs and 504 plan requirements are met. Grade work and provide student feedback. Communicate with students and parents.	59 people: Middle School Teachers, Elementary School Teachers, Special Education Teachers, Special area teachers and Child Study Team Members.	Available from 8:20-3:30 daily
Custodial Staff	Ensure the buildings are prepared for student return.	Check boilers, clean buildings, clean grounds (cut grass, check equipment) paint areas.	6 people: Four full time and two part times.	Available from 8:20-3:30 daily



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