



**PASSAIC VALLEY** ★  
**REGIONAL HIGH SCHOOL** ★  
Serving Little Falls, Totowa, & Woodland Park

**Public Health-Related Closure  
Preparedness Plan**  
Parent and Community Document

**Passaic Valley Regional High School**  
100 East Main Street, Little Falls, New Jersey 07424

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## Letter from the Superintendent

Dear Parents and Guardians:

In the event that the Board of Health determines Passaic Valley Regional High School will have a Public Health-Related Closure due to the Coronavirus (COVID-19), we have developed a plan of action to ensure that our students are receiving instruction through the Passaic Valley Online Learning Model of Education using the Google Education Suite.

The Passaic Valley Regional High School Public Health-Related Closure Preparedness Plan covers four key areas:

- Medical/Health Related Recommendations
- Facilities/Buses
- Academic Programs, Athletics and Activities
- Communications with You

### Medical/Health Related Recommendations

In our Public Health-Related Closure Preparedness Plan, we included information from the Centers for Disease Control and Prevention (CDC) related to the prevention and treatment of the Coronavirus (COVID-19). You may also locate this resource on the Passaic Valley Regional High School Website. Along with health and wellness recommendations, if Passaic Valley is closed for an extended period, we will continue **to provide nutrition services for students, who are eligible for free and reduced lunch**. Passaic Valley's kitchen will remain open and continue to provide meal service in the cafeteria. Our food service vendor, Pomptonian, completed a review course with employees regarding food handling techniques. Be assured that Passaic Valley's kitchen is clean and sanitized daily. Our custodial staff is thoroughly sanitizing common areas, especially where food is handled. Students, who receive free or reduced lunch, should report to the cafeteria between the hours of 9:00 am – 12:00 pm. Both breakfast and lunch will be available during this time. We will provide breakfast and lunch using a *Grab and Go* model. Students will enter the school's cafeteria using the back entrance to pick up their meals. Pomptonian will follow scanning procedures for students receiving meals so we have a record. Students will need to bring their Passaic Valley Regional High School identification to receive meals. We may recommend that students arrive at 10:15 am so they are able to pick up their meals for breakfast and lunch at the same time.

### Facilities/Buses

During a time of school closure, we are anticipating continued custodial services on the premises without interruption. Custodians will continue to sanitize all classrooms, common areas, facility areas, restrooms, stairwells, and buses. The cleaning will be accomplished more rigorously

*Letter from the Superintendent Continued*

without students and staff present in the building following CDC guidelines.

### **Academic Program Plans – Passaic Valley Online Learning Model of Education**

The plan provides you with information regarding student attendance in an online environment, a message about communication regarding academics via Blackboard Connect, and how instructional practices will be offered to students. Please be assured that our teachers are trained and prepared to deliver instruction using the Google Education Suite.

### **Communications with You**

In the plan, you will also find information on athletics, activities, and general communication to students, parents, and the school community that will continue to flow through Passaic Valley Regional High School’s Communication Team. Messages will be delivered to you via Blackboard, The Passaic Valley App, our Website (pvhs.k12.nj.us) and social media platforms Facebook, Twitter and Instagram. We are asking, if you have not already done so, to follow Passaic Valley Regional High School on social media.

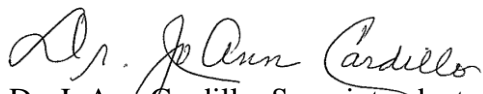
Facebook: pv1940

Twitter: @PVHSSuper

Instagram: @PVHSSuper

Thank you for your anticipated cooperation during this time.

Sincerely,



Dr. JoAnn Cardillo, Superintendent

and the Leadership Team at Passaic Valley Regional High School

## Communication

Passaic Valley Regional High School will communicate with its entire population via Blackboard Connect. Each day that school is closed due to a public health-related issue, a message will be sent via text, email and the Blackboard Connect App, reminding students, parents and staff to log on to Google Classroom for both homeroom and their academic subjects in order to complete their assignments in a timely manner.

## Attendance

Homeroom teachers will create a separate Google Classroom for their homerooms.

- a. Students will have until 12:00 pm to log in to their homeroom.
- b. Students should respond “present” in Google Classroom each day.

## Academic Instruction Procedures

**In the event Passaic Valley Regional is closed due to a public health-related closure, the following will be in place for students to receive instruction.**

### Academic Classes

- Lessons and appropriate activities will be posted on each individual teacher’s Google Classroom site with time frames for completion.
- Teachers will be available to speak with students via Google Classroom for four hours during the normal workday (8:04 am - 3:05 pm). and these hours will be noted on Google Classroom.
- Google Classroom allows for certain accommodations to be enabled
  - a. Extended Time
  - b. Text to Speech
  - c. Color Overlay
- Students will complete lessons in the assigned time frame.
- There is no period attendance. If a student doesn’t complete the lesson within the assigned timeframe, it will be reflected in their grade.
- Teachers will give adequate feedback to student work. Teachers can choose to do this throughout the day or during normal working hours (8:04 am - 3:05 pm).
- Teachers will continue to update their GradeBook accordingly on RealTime.
- Non-Instructional staff members (Administration, Guidance Department, CST, etc.) will be available via email throughout the day.
- Special Education accommodations will be made according to the IEP modifications as if school is in session.
- ELL students will log on as General Education students and receive instruction as per teacher driven lessons.

### CST and IEP Meetings

If there is a need to schedule CST meetings for any reason, meeting participants will utilize the Zoom App as the platform for virtual communication. Please make yourself familiar with the app.

### Internships, Dual Enrollment and SLE Programs

<b>Program</b>	<b>Schedule</b>
SLE Programs	Suspended until school is in session
Hornet Helping Hands	Suspended until school is in session <ul style="list-style-type: none"><li>• Students should continue to work on assigned projects</li></ul>
Internships	Suspended until school is in session
Morris County Technical	If Passaic Valley is closed, students will not report to Morris County Technical. If Passaic Valley is open and Morris County Technical is closed, students will come to Passaic Valley for a regular classroom schedule.
WPU Certification	Classes will run virtually for the duration of the school closure through William Paterson University.

## Athletics and Activities

During a Public Health-Related Closure, athletics and activities will be suspended and further information regarding any changes will be communicated through our Athletic Director to coaches and advisors. **School closures for public health-related reasons supersede all plans regarding practices and activities scheduled both off and on campus.** Coaches may utilize Google Classroom or other platforms to assign and coach students in strength and conditioning methods or to give other information or direction.

Theater production preparations will continue through Google Classroom instruction as well as the use of an online virtual platform.

## Passaic Valley/Bergen ABA Program Protocols

### Lesson Plan and Instructional Supports

- Teachers and therapists will create plans and materials (as needed) for a home instruction model for each student.
- Plans will include as appropriate, but not be limited to, motivation systems, activity schedules to address the student's current IEP goals and objectives.
- Activities will be planned that can be supported by material typically found in a home or by school provided materials such as consumables/copies (worksheets etc.), file folders, task analysis, links to online programs accessible outside of school, apps, etc.
- Teachers will contact families daily to discuss instruction and outcomes and record the details of the discussion.
- Therapists will contact family according to their regularly scheduled sessions and record the details of the discussions.

### Behavioral Supports

- Behavior specialists will ensure that current BIPs are provided to each student's family.
- Behavior specialists will contact each family minimally once a week.

### Assessment

- Assessment will be in the form of anecdotal records recording during instructional contact time recorded and review of permanent product returned during (digitally) or at the end of the home instruction period.
- Screen shots
- Task analysis



## Appendix A

### CDC Prevention and Treatment Information

## Coronavirus Disease 2019 (COVID-19)

### Prevention & Treatment

#### Prevention

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow CDC's recommendations for using a facemask.
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
  - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

For information about handwashing, see CDC's Handwashing website

For information specific to healthcare, see CDC's Hand Hygiene in Healthcare Settings

These are everyday habits that can help prevent the spread of several viruses. CDC does have specific guidance for travelers.

#### Treatment

There is no specific antiviral treatment recommended for COVID-19. People with COVID-19 should receive supportive care to help relieve symptoms. For severe cases, treatment should include care to support vital organ functions.

People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately.

See Interim Guidance for Healthcare Professionals for information on persons under investigation.