



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Wildwood Crest School District
COVID-19
Long-term Closure Educational Plan

May 19, 2020

In the event that the Wildwood Crest School District is ordered by the Cape May County or New Jersey Department of Health to close school for an extended period of time, the district has developed a plan to continue educational and nutrition services to all students PreK-8 in order to credit school days toward the 180 requirement. Per the NJDOE [memo](#) regarding COVID-19 dated March 5, 2020, "The planned services should include equitable access to instruction for all students. Each preparedness plan should also address the provision of appropriate special education and related services for students with disabilities and the provision of school nutrition benefits or services for eligible students." The following outlines the district's plan to meet said provisions:

Component 1: Equitable Access to Instruction for All Students

- District teachers will develop online plans for instruction based on current instructional points in curricula in grades PreK-8. These will be posted on the district website by grade level and department and connected to Google classroom and other available platforms where developmentally appropriate. All ELL learners will be supported by our ESL teacher as well as the classroom teachers. Our bilingual teachers (Spanish, Russia, Greek) and our ESL teacher are available to translate and assist if needed with directions, procedures, and questions.
- The district will email, text, and use social media/ website to remind parents that school is closed, where to find the lessons on the district's website, and also instruct them on how to receive paper copies of materials if they do not have internet access and/or the necessary technology in their home. All calls and written communication will be in English and Spanish if needed. Chromebooks will be available for students who do not have technology and can be signed out by a parent.
- Information on how to acquire subsidised internet access will also be made available online and in paper form. It will be posted on our website and shared on social media.
- If staff are permitted by the Health Department to report to the building, they will be available to grade work as it is submitted. They will also grade submitted assignments through Google Classroom & Parent submission through emailed phone pictures.
- Staff will remotely monitor student progress and assign grades according to the online learning grading system that is attached.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Component 2: Special education and Related Services for Students with Disabilities

- The Child Study Team Supervisor and case managers will oversee the development of online plans created by special education teachers to ensure that IEP goals are addressed. Paper copies of these plans will also be provided through the above-referenced system of communication. All calls and written communication will be in English and available in Spanish.
- Special education teachers responsible for providing these services and instruction to classified students will keep a record of assigned activities and instruction.
- Teachers will provide this specialized instruction via video-conferencing, teleconference, Google Classroom, and paper packets.
- IEP Meetings will be held via video-conference or teleconference based on the preference of the parent/guardian.
- Student progress will continue to be monitored and reported to parents through the Parent Portal in Genesis, at annual review IEP meetings, and through frequent communication between the teacher and/or case manager and parent/guardian via email or telephone.
- CST will work with individual families to provide guidance and direction regarding how evaluations, programs, eligibility and reevaluation meetings and conferences will take place. All communication will be in English and available in Spanish.
- Assistive technology will be sent home with students if required by the IEP.
- Activity sheets in paper form will be provided to ensure related services such as speech, and occupational and physical therapy continues. CST staff will monitor the amount of time that students are not receiving in-person services in order to determine the individual eligibility for compensatory hours. Opportunities to make up the missed hours will be created for families to access once school is reopened.
- CST will work with out-of-district schools where resident and choice students attend to coordinate all available services and programs.
- CST will consider transportation options for students attending out-of-district schools and collaborate with all related vendors.
- Extended School Year (ESY) will be delivered remotely if schools have not yet re-opened or face-to-face if school re-opens in time to plan for that support.

Component 3: Addressing ELL and Bilingual Needs

- All ELL learners will be supported by our ESL teacher as well as the classroom teachers for any discipline when needed. Our bilingual teachers (Spanish, Russian, Greek) and our ESL teacher are available to translate and assist if needed with directions, procedures, and questions. All documents will be available in Spanish.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Component 4: Provision of School Nutrition Benefits or Services for Eligible Students

- The district's food service provider, Chartwells, will provide for a system to make meals available to eligible students.
- Meals will be constructed of shelf-stable products that fulfill the meal components as directed by the Department of Agriculture.
- The district will inform parents on how to acquire food for their children through social media and the website. Instructions for doing so will also be posted on the district's website.
- Families will be able to order food two ways:
 - a. Google form on School District website.
 - b. Calling the Main Office and leaving a message. This message will be converted into text and be emailed to our secretaries.
 - c. Reaching out to the classroom teacher.
- Food will be delivered to all students who request it.
- We will offer breakfast and lunch.
- Meal content: Breakfast will consist of cereal or breakfast bar, fruit, juice, and milk. Lunch will consist of a sandwich, milk, juice, snack, and water bottle.

Component 5: Length of Virtual or Remote Instructions Day Plan

- Daily Plans: Students are required to engage in assigned academic activities for at least four hours daily, Monday through Thursday, while schools are closed. Friday will be designated for catch up work and Special Area classes.

Component 6: Attendance Plan

- Attendance: Any day on which all 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 on 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." Because such instruction is being provided, all students can be recorded as present for applicable days unless the district knowingly determines a student was not participating in any such instruction during health-related school closures
- Teachers will refer students to administration that have not completed work on being engaged for three consecutive days. Prior to the three days teachers are required to reach out via email, phone, and text for an update of the students online absence. Administration or designee will reach out to family through all means of communication. If 5 consecutive days is reached, administration will reach out to local law enforcement for a wellness check.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Component 7: Facilities Plan

- Buildings and Grounds Supervisor is responsible for the oversight of all cleaning and sterilization protocols for all buildings and grounds. Buildings and Grounds Supervisor is on call 24/7.
- Custodians (5 a day) are responsible for completing all cleaning and sterilization protocols and assignments. Once a building has been sterilized, the building will be shut down until school is permitted to be reopened the next day. Custodians will be following social distancing protocols and will be assigned geographically to ensure it happens.
- All staff will be wearing masks when in the building.
- ALL custodial staff will be given the proper PPE and necessary supplies to conduct their work in a safe and healthy manner in accordance with CDC guidelines.
- ANY custodial staff member with a unique situation will be permitted to work on other assignments that do not directly compromise his or her safety and health.

Component 8: Summer Programming Plan:

- ESY will be given through the same online platforms and procedures as during the school year.
- Summer school will be offered virtually to all students within the District from K-8.
 - Online resources will be used that meet the individual needs of each student in math and language arts, including 7th grade students who gained access to Algebra next year.
 - Preschool will be offered online resources that parents can access when desired.
 - Teachers will be employed to:
 - Check growth and attendance of students
 - Be a resource to parents when needed
 - Video conference with students weekly
- Teachers and administration will meet through video conferencing to discuss curricular changes needed to account for the loss of explicit teaching due to the closure.
 - Vertically align curriculum.
 - Discuss a proper scope and sequence in regards to the closure and grade level expectations.
 - Create a plan for opening the school.
- 8th Grade Graduation: Administration will work with local law enforcement to create a graduation ceremony that will adhere to any Executive Orders mandated by the Governor.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Component 9: BOE Approval:

- The original and all revised plans will receive BOE approval when available.

Component 10: District Website:

- The Wildwood Crest School District Long-term Closure Educational Plan will be available on the district website: www.crestmem.edu

Component 11: Essential Personnel and Roles:

- Superintendent is responsible for the oversight of the entire plan and its implementation. Superintendent is on call 24/7. Once the superintendent becomes aware that a student or staff member has tested positive for COVID-19, he will immediately alert the Executive County Superintendent and the Cape May County Department of Health. The superintendent will also notify, in compliance with all confidentiality protocols and policies, the school community of the confirmed case.
- Business Administrator is responsible for the oversight of all required financial reports and submissions and the management of all facilities. Business Administrator is on call 24/7.
- Buildings and Grounds Supervisor is responsible for the oversight of all cleaning and sterilization protocols for all buildings and grounds. Buildings and Grounds Supervisor is on call 24/7.
- Custodians (5 a day) are responsible for completing all cleaning and sterilization protocols and assignments. Once a building has been sterilized, the building will be shut down until school is permitted to be reopened the next day. Custodians will be following social distancing protocols and will be assigned geographically to ensure it happens.
- Food Service Director is responsible for the oversight of the preparation and delivery of all USDA meals to eligible families. Food Service Director is available M-F, 9 am to 12 pm by email (jlushok@crestmem.edu).
- Guidance Counselor is responsible for the oversight of all related services and programs, the communication with students and families in need of mental, emotional or social support and the collaboration with outside vendors and services. Counselors are remotely available M-F, 9 am to 3 pm.; and in times of crisis.
- Administrators (Principal & CST) for the oversight of all staff and students. They are working on campus and remotely.
- All instructional staff are working remotely to provide instruction to the students. They are available Monday through Friday from 9 am to 3pm by email, Remind app, and/or Zoom video lessons.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
David J. Del Conte, Jr., Superintendent

Demographics

- The Wildwood Crest School District serves 268 students within Crest Memorial School in grades PreK3 - 8. Forty students with IEPs are in Out of District placements. The district provides state funded preK for 81 three and four year old students. One-percent of the district' students are homeless. 36 percent of students are eligible for free or reduced lunch. Three percent of students are English Learners. Thirteen percent of students are classified as Students with Disabilities.



WILDWOOD CREST SCHOOL DISTRICT
9100 PACIFIC AVENUE
WILDWOOD CREST, NEW JERSEY 08260
PHONE: (609)729-3760 FAX: (609)522-2047
 David J. Del Conte, Jr., Superintendent

Online Learning Grading System

Crest Memorial School
 Online Learning Grading System
 Grades 4th - 8th

Grade	A 100 - 93	B 92 - 84	C 83 - 75	D 74 - 70
Completion Rate	Completed 100% - 75%	Completed 74% - 60%	Completed About 50%	Completed less than 50% but more than 0%
Accuracy	Approximately 75% accuracy	Approximately 65% accuracy	Approximately 50% accuracy	High variability in accuracy

Crest Memorial School
 Online Learning Grading System
 Grades K - 3

Grade	O 100 - 93	S+ 92 - 84	S 83 - 75	S- 74 - 70
Completion Rate	Completed 100% - 75%	Completed 74% - 60%	Completed About 50%	Completed less than 50% but more than 0%
Accuracy	Approximately 75% accuracy	Approximately 65% accuracy	Approximately 50% accuracy	High variability in accuracy