

GLASSBORO PUBLIC SCHOOLS  
GLASSBORO, NEW JERSEY

REPORT OF THE SUPERINTENDENT OF SCHOOLS FROM THE  
CHIEF ACADEMIC OFFICER  
Dr. Robert Preston

December 16, 2020

**I. GLASSBORO ALTERNATIVE EVENING HIGH SCHOOL**  
**Denise Barr, Head Teacher**

As of November 30, 2020 there are 11 students enrolled in the AEHS program, 7 have an IEP.

One student returned to the day school program this month.

Prior to November 16, teachers and administrators have been in the Webex meeting room each night to assist students as needed.

Students are monitored for attendance through the Webex meeting room, APEX work progress log, and email contact.

The return to in-person was a slight struggle with transportation due to their decreased staff. Through communication between Mrs. Barr and Ms. Rodriquez, they were able to address students' transportation needs.

They are seeing about 40% of the students in person.

Request for student courses to be set up in Powerschool was made to Erin Williams.

A request was made on 9/23/20 to sit and correct previous years transcripts as courses are not correct in PS. Student and teacher schedules for 2020 were submitted 10/19/20.

Update handbook was submitted to Mrs. Stowman for review 10/28/20.

With the planned return to virtual from 11/30/20 to 12/7/20, staffing will follow the remote learning hours in the chart below, when they return to hybrid they will use the hybrid plan below:

	Budgeted hours Per May 2020 board request	Remote Learning hours	Return, hybrid hours
Teachers	68hr/week	16hr/week	50 hr/week 2 teachers in 1 teacher remote PE teacher 2 hr in
Counselor	4hr/week	As needed to meet with students per IEP, not to exceed 4hrs/week	As needed to meet with students per IEP, not to exceed 4hrs/week
Administration	18hr/week	12hrs/week	18hr/week

FACILITIES:

They have been able to properly distance the students using the 11/12 Cafeteria at GHS properly socially for the AEHS program. This allows the custodial staff to clean and disinfect the remainder of the building during this time.

## **II. STATE AND FEDERAL PROGRAMS**

### **A. English As A Second Language**

**Rona Johnson: ESL Teacher Pre-K – 2<sup>nd</sup> Grade**

### **B. Title I - Basic Skills Improvement Program**

**Carrie Owens: Basic Skills Coordinator**  
**J. Harvey Rodgers School**

**Amy Masso-Ferrer: Supervisor of Basic Skills**  
**Dorothy L. Bullock School**

**Rene Seabrook Hart**  
**Thomas E. Bowe School**

**Language Arts: Michelle Meehan**  
**Intermediate School**

**Mathematics: Rich Morrison**  
**High School**

**Mathematics: Wayne Rulon**  
**High School**

**Mathematics: Michele Keating**  
**High School**

**Language Arts: Chris Wood**  
**High School**

## **III. CURRICULUM**

### **A. Field Trips**

Field trips for the month November 2020: none

<b>DATE</b>	<b>SCHOOL</b>	<b>TO</b>

### **B. Curriculum Committees:**

The following curriculum committees met during the month of November 2020:  
District Music Committee, District Nurses Committee

**DISTRICT NURSE MEETING**  
Monday, November 30, 2020

Meeting Participants: Donna Begolly, Erin Perewiznyk, Kathee Straube, Marian Dunn, Christa Taylor

Meeting time: 9:00 a.m.- 11:00 a.m.

Intermittent issues with COVID tracker-	<ul style="list-style-type: none"> <li>• Sometimes it tells you that you do not have permission view/edit document</li> <li>• Might happen if someone else is editing document</li> <li>• Try multiple times and usually issue resolves</li> </ul>
Scenario review	<ul style="list-style-type: none"> <li>• Review of some recent COVID scenarios. Case monitoring continues to be tedious and lengthy. Nurses typically collaborate to ensure dates are correct. Nurses act on cases quickly and have been available after hours for case review and direction.</li> </ul>
Staff training-	<ul style="list-style-type: none"> <li>• COVID Wellness tips to be reviewed with all district staff at faculty meetings which shall be set up by Principals/Department Heads to take place this week</li> <li>• Focus on items on tip sheet related to close contact definition, what is and what is not a close contact and how to limit chances of being a close contact</li> <li>• We have had a lot of close contacts. Need to decrease this whenever possible. People may think they are close contacts for a variety of reasons, but in some of the cases they are not</li> <li>• Certain job categories make an employee more likely to be a close contact such as different special education scenarios including 1:1 aides, therapists, transportation personnel for special needs bus where students require direct assistance.</li> <li>• If a staff member feels that they have been a close contact due to an unusual circumstance, advise them to mark this on their calendar with names of others who they were in close contact with. This will help school nurses in future, should contact tracing be necessary.</li> <li>• Need to set up a way to provide this training to transportation personnel who do not have district e-mail. Marian will follow-up for alternate options.</li> </ul>
Possible ideas to remind re: physical distancing	<ul style="list-style-type: none"> <li>• a daily announcement or multiple each day,</li> <li>• a message upon logging on daily,</li> <li>• a screen saver with a moving message, like on hospital</li> </ul>

	<p>computers- annoying but might be helpful</p> <ul style="list-style-type: none"> <li>• need to change some common spaces around, like moving some furniture, re-location of a desk to an alternate location</li> <li>• tape markings on floor for common areas</li> <li>• Tape six foot markings for office areas</li> <li>• possibly capacity limits- maybe a sign on the door such as “In addition to office staff, additional occupancy is 1 or 2 persons 6 feet apart” or “No more than 2 persons in office entry area”</li> <li>• Google Form as sign-in for attendance, rather than having staff go to main office to sign in. Concern for capacity and using the same pens.</li> </ul>
Following NJDOH Directives in decisions for exposure/quarantine	<ul style="list-style-type: none"> <li>• Follow NJDOH directives as often as possible related to isolation and quarantine.</li> <li>• Certain cases may require extra caution, based on circumstances.</li> <li>• Best to collaborate with another school nurse if being more cautious than regulations state and document rationale. This helps to justify when somewhat similar future cases are not handled with the extra caution that was warranted by the initial case.</li> </ul>
Quarantine must be initiated/documented by a school nurse	<ul style="list-style-type: none"> <li>• Authorizations for quarantine and/or working remotely related to a COVID concern, must come from a school nurse and cannot be made independently without school nurse notification. We have had situations where staff are quarantining themselves for a variety of reasons, such as not feeling well or being a contact of a contact of someone with COVID.</li> <li>• Staff need to complete the daily screener and remain home as they have been directed related to illness, COVID exposure, or travel and notify their designated school nurse for further direction and follow-up.</li> <li>• Any staff member who doesn’t appear on the COVID doc used by nurses to document staff COVID scenarios, and that Shelby Gandy (HR) has access to, has not been approved by nurses for quarantine.</li> <li>• Nurses requesting communication of this to all staff by all Principals and Department Heads.</li> </ul>
Difficulty obtaining testing appointments	<ul style="list-style-type: none"> <li>• Staff testing- I did reach out to Dr. Palmer last week related to staff having difficulty getting tested. We still have the option to make a call to office and advise her office staff that we have a staff or student who needs to get tested and then they can call and set it up. It might help with more expedient testing for those who are having trouble getting</li> </ul>

	<p>tested. I don't know about the insurance piece, but so far anyone I have sent there has not reported a billing issue.</p>
Testing specifics	<ul style="list-style-type: none"> <li>• Symptomatic persons or others who meet other COVID exclusion criteria should get tested. This continues in the updated directives. This is especially important when there are so many close contacts. Dr. Palmer office is an option.</li> <li>• Along with testing, however, we need to focus on resolution of symptoms. A negative test in and of itself does not clear a person to come back to school. Need to refer to all COVID exclusion criteria, in determining return to school/work date</li> <li>• Due to level of unreliable test results, we are not accepting "negative" test reports from rapid tests. A negative PCR along with absence of symptoms and no fever are required for discussion re: return to school.</li> <li>• Testing should not be done for 3-5 days after onset of symptoms or date of close contact with a positive person. Testing done prior to this time is not accurate and may result in false negative results.</li> </ul>
Screening tools	<ul style="list-style-type: none"> <li>• No longer using Rschools. Staff will use Google forms and students will use a tool on power school and pledge should be completed</li> <li>• Nurses need education on how to access screening information from power school.</li> <li>• Important to repeatedly communicate the message to remain home if not feeling well.</li> <li>• Google form should also be used for staff attendance. Need to avoid the practice of staff coming to main office to sign in.</li> </ul>
Report of positive cases to NJDOE	<ul style="list-style-type: none"> <li>• Nurses will continue to promptly send positive case information to Ave Altersitz, Gloucester County Superintendent of Schools, using form has she provided. We are only sending positives and not presumed positives. Send copy to Marian as well.</li> </ul>
Documentation of COVID scenarios	<ul style="list-style-type: none"> <li>• Continue to complete our GPSD case tracker for any relevant cases and to document on your building spreadsheet to help keep track of cases and information.</li> </ul>
Sub- nurses	<ul style="list-style-type: none"> <li>• Have not been needed for isolation areas related to low number of students and few symptomatic students seen.</li> <li>• Will continue to use district subs through December as they were agreeable to work in these long term roles, similar to long term subs from source for teachers</li> <li>• If decision made to temporarily close some schools, plan will likely be to cancel agreement with the agency and will attempt to get subs when needed.</li> </ul>

	<ul style="list-style-type: none"> <li>• If it is decided that a school or some schools will go fully remote, nurse at that school will be available to assist with isolation areas at other schools, even if a few special education students in the “remote” school. It would be similar to a nurse leaving a building for a meeting or emergency at another location and would be need-based.</li> <li>• Best to maintain relationships with district sub nurses, as we will likely have more students presenting with symptoms in January/February based on previous years and important to have these nurses available and not picked up by a neighboring district.</li> </ul>
Air filtration	<ul style="list-style-type: none"> <li>• Per Rich Booth, units set for delivery on 12/4/20</li> <li>• Concern expressed re: interior classrooms at Bowe with no window access. Is there anything that can be done?</li> </ul>

#### IV. **PERSONNEL**

##### A. **New Staff Members**

The following staff members were hired or transferred to another position during the month of November:

Anastasia Sorkin	Spec Ed Teacher	Bullock
Sara Mungiole	Spec Ed Teacher	Bullock
Christian Albadine	Senior School Accountant	Beach
Jee-Hye Camp	Spec Ed Aide	GIS
Debbie Fanfarillo	Spec Ed Aide	Rodgers
Christian Lynch	Asst Principal/Athletic Director	GHS

##### **Vacancies**

Asst. Swim Coach  
 Asst. Softball Coach  
 Asst. Baseball Coach  
 Asst. Girls Track Coach  
 Groundskeeper  
 Special Education Teacher – LTS  
 Spanish Teacher – LTS  
 ELA/Social Studies Supervisor

##### B. **Substitute Teachers**

From this point on all potential Substitutes are being referred to ESS/Source4Teachers.