



## Winfield Township School

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Winfield, NJ 07036

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Ross LeBrun ♦ Chief School Administrator



### Emergency Preparedness Plan

March 2020

<b>County</b>	Union
<b>District</b>	Winfield Township School
<b>Chief School Administrator</b>	Ross LeBrun
<b>Phone Contact</b>	(908) 486-7410
<b>District Narrative</b>	The Winfield Township School district serves a total of 143 students enrolled in a preschool through 8th grade building in regular and special education programs. The Pre-K program consists of 24 students in total, with 22 General Education students, and 2 receiving speech therapy services.
<b>Demographics</b>	The school system houses a diverse population of students; 18 Black/African- American, 28 Hispanic, 3 Multi-Racial, 94 White
<b>Total Enrollment</b>	143
<b>LSE</b>	27%
<b>ELLs</b>	0
<b>State funded preschool</b>	24
<b>Homeless</b>	0
<b>SWD</b>	12%

**District Student Breakdown Narrative**

The Winfield Township School District is composed of 26.6% Economically Disadvantaged Students, 0% English Language Learners, 0% homeless, and 0% students in foster care. The District services 12 Special Education students, and 5 students with Speech Pathology services, totaling at 17 students eligible for and receiving services.

**Closing**

- Until further notice starting 3/18/2020
- The Winfield Township School central office will be open Monday through Thursday from 9 AM to 12 PM.
- Administration will be on site during these times.
- 1 Technology coordinator will set up a Google Talk phone number, and split time between working on-site and working remotely.
- 2 custodial staff will be on site ensuring the building is continually cleaned and disinfected.
- 1 secretary will be in the office during this time.

**Technology**

We are 1-to-1 in the 5th through 8th grades. We will be offering Chromebooks to all students in 1st through 4th grades as well. We have surveyed our population, and we'll be offering hot spots to 4 families without reliable internet access in their homes.

**Instruction - Gen Ed Core 5-8**

- Core classes will plan for one half hour of instruction per day, giving students a minimum of 10 hours per week of core instruction. (ELA, Social Studies, Science, Math - 30 minutes per day of each)
- Teachers will be available for a minimum of 3 hours per day to provide instruction and respond immediately to questions and concerns.

**Instruction - Gen Ed Core k-4**

- Core classes will plan for one half hour of instruction per day, giving students a minimum of 10 hours per week of core instruction. (ELA, Social Studies, Science, Math - 30 minutes per day of each)

- Teachers will be available for a minimum of 3 hours per day to provide instruction and respond immediately to questions and concerns.

### **Instruction - Special Needs delivery**

In-class support will be working with general education teachers to ensure that all students are getting accommodations in their daily instruction.

Pullout instruction will be working with packets on the students' level while maintaining contact with families to ensure that students are being supported.

Related services are sharing activities and procedures with families to make the attempt to provide students with exercises that will continue to strengthen skills. We will also look at making up sessions to ensure that students receive all related services.

### **Instruction - Specials**

Specials teachers will be organizing 30 minutes of instruction for each class that will be missed. For example, art and music are offered once per week, so each will have 30 minutes of activity per week for students.

### **Food Service Plan - Free and Reduced Lunch Delivery**

- Winfield Township School is offering delivery as well as pickup for breakfast and lunch to those families receiving free and reduced meals.
- 3 members of the staff will work to complete this.

### **Field Trips**

Field Trips for the month of March will be canceled. April will be reevaluated as we get closer.