

August 24, 2020

A **Special Meeting** of the Kenilworth Board of Education was **called to order** at 6:30 p.m. by President Gregg David, in the Brearley Cafeteria on **August 24, 2020**.

Adequate notice of this Special Meeting of the Kenilworth Board of Education has been provided to the Home News Tribune, The Star-Ledger, and the Local Source on August 19, 2020. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board Office, the Kenilworth Borough Hall, Brearley and Harding Schools, as is provided by the Open Public Meetings Act.

This will be an **in person** meeting. Due to a recent announcement by Governor Murphy, participation will be limited to 25 individuals. The Board of Education therefore estimates that 12 members of the public will be able to participate in person.

In an effort to encourage and increase public participation, the meeting will be live streamed, and the public will be able to view live via YouTube Live Stream. The link will be available at 6:30 p.m. from the district's website www.kenilworthschools.com by clicking on the 'Kenilworth BOE You-Tube Channel' link under the "Board of Education" tab.

Public comment will be accepted only during the public comment period in the meeting, in person, via email to publiccomments@kenilworthschools.com or by calling 908-931-9696 ext. 2325. For the record, please include your name and address in all comment requests.

President David led the **salute to the Flag**.

Upon **roll call**, the following members were present: Robert Beiner, Genean Braun, Gregg David, Paulette Drogon, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, Michelle Panichi and Nancy Zimmerman.

Also in attendance were Kyle Arlington, Superintendent, Vincent A. Gonnella, Board Secretary/Business Administrator.

Five (5) Members of the public were present. At the time the meeting went live, one-hundred and twenty-six (126) members of the public were present virtually.

PRESENTATIONS: Superintendent's Presentation & BOE Discussion: "The Road Back – Restart and Recovery Plan for Education – Fall 2020 – The Kenilworth Way."

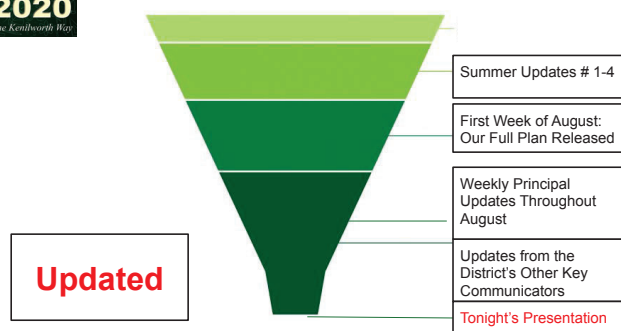


Update On Our Reopening Plans

Presented to the Board of Education
August 24, 2020



Funneling Down Into the Details



Presentation Framework

In this box we'll...

share the **NJ Department of Education's Reopening Checklist** based on the *The Road Back: Restart and Recovery Plan*.

In this box we'll...

- bullet how we've met those requirements.
- share, where applicable, how we've exceeded these "anticipated minimum standards."
- where available, share where you can find additional resources.



The Sections of the DOE's Guidance

Reopening Planning

Digital Divide

General Health & Safety

Classroom Testing & Therapy Rooms

Transportation

Student Flow, Entry & Exit



The Sections of the DOE's Guidance

Screening, PPE & Responses

Contact Tracing

Facilities Cleaning

Meals

Recess & Physical Education

Field Trips & Building Use



Reopening Planning

Implement a schedule for the 2020-21 school year that includes in-person instruction in some capacity and provides public school facilities for at least 180 days in accordance with the N.J.S.A. 18A:7F-9

- Our school calendar meets the 180 day requirement.
- Our modified schedule at Harding Elementary and hybrid schedule at Brearley Middle-High meets this requirement.





Reopening Planning

Incorporate a policy regarding full time remote learning services, in accordance with the Department's guidelines.

- We developed Policy 1648.02 *Remote Learning Options for Families*.
- Highlights include timeframes and protocols for transitioning from in-person to full remote learning and *vice-versa*.



Reopening Planning

Ensure each student is provided at least four hours of instructional contact time per school day.

- Four hour requirement is met through synchronous, live instruction.
- Any asynchronous instruction supplements these four hours.



Reopening Planning

Prepare for a potential shift back to entirely remote learning models by implementing measures to strengthen remote learning capabilities.

- We reflected on spring's Distance Learning.
- We analyzed survey data.
- We convened stakeholders.
- We developed a *Kenilworth Distance Learning Guide*.



Reopening Planning

Conduct athletics in accordance with protocol issued by the NJSIAA.

- We are currently in Summer Session II until August 27.
- Summer Recess follows.
- Football can start September 11 & all other sports on September 14.
- Seasons start competition in the beginning of October.
- We'll need to facilitate internal discussions about the safety and probability of carrying out sports' seasons.



Reopening Planning

Establish or designate in each school a diverse Pandemic Response Team.

- We're reconfiguring our existing Crisis Team.



We meet the criteria in the “**Reopening Planning**” section of the checklist that the NJDOE requires.

Up Next:

Digital Divide



Digital Divide

Ensure that all students expected to engage in remote instruction have access to the requisite educational technology.

- Harding's **Principal Update** this week will outline a process for Harding students participating in all-virtual learning to borrow a Chromebook.
- Brearley's **Principal Update** last Thursday outlined Chromebook pick-up details.



We meet the criteria in the “**Digital Divide**” section of the checklist that the NJDOE requires.

Up Next:

General Health & Safety



General Health & Safety

Provide reasonable accommodations for students and staff identified as having a higher risk for severe illness from COVID-19.

- **Students:** Students having a high risk for severe illness from COVID-19 are working with the Department of Student Personnel Services through IEP or 504 amendments. Other students are working with building principals and school nurses through Individual Health Plans.
- **Staff:** All requests for accommodations have been addressed by the Superintendent of School through a formalized process.



General Health & Safety

Ensure students are seated at least six feet apart within classrooms.

If not, implement social distancing measures to *the greatest extent possible* (turn desks in one direction, sit on only one side of table, etc.)



General Health & Safety

Ensure that other instructional and non-instructional rooms comply with social distancing standards to the greatest extent practicable.





General Health & Safety

Provide for limited use of shared objects when possible and clean such objects between uses.

- We cannot share books, toys, and manipulatives.
- Teachers may divide these educational tools and separate them into containers tagged with student names, allowing student use without sharing.
- Play boxes are encouraged.
- Manipulative boxes are encouraged.



For very specific HVAC details:
please review our
Indoor Air Quality FACT SHEET.



General Health & Safety

Ensure that indoor facilities have **adequate** ventilation, including by: **maintaining** operational heating and ventilation systems where appropriate; ensuring that recirculated air has a fresh air component; **opening windows if A/C is not provided**; and maintaining filters for A/C units according to manufacturer recommendations.

- Each classroom was evaluated for safe occupancy.
- Unit ventilators draw in, filter, and send fresh air throughout the classroom.
- All HVAC systems have been vacuumed and filters replaced.
- An HVAC SOP was developed.
- Chillers will be on; windows will be open at the discretion of the teacher.
- iWave units are being installed in all unit ventilators and air handlers.



General Health & Safety

Ensure that hand sanitizing stations are maintained with alcohol-based hand sanitizers in each classroom, at entrances and exits of buildings, and near lunchrooms and bathrooms.

- We have 1,760 bottles of hand sanitizer of various sizes.
- 360 bottles are 1 gallon.
- We have a system in place to make sure we have an adequate stock of PPE and a mechanism in place to ensure PPE is replenished as needed.
- See our PPE informational video later this week.



We meet the criteria in the “**General Health & Safety**” section of the checklist that the NJDOE requires.

Up Next:

Transportation

A note about:

Transportation

Up Next:

Student Flow, Entry & Exit



Student Flow, Entry & Exit

Incorporate a policy which, includes the process and location, for student and staff health screenings?

- The CDC & NJ Department of Health no longer recommend on-site screenings.
- Brearley parents will need to complete a form on Genesis daily; a turnstile approach at the entrances will allow students to key-in and the district to ensure forms have been completed.
- Harding and all teachers will use a paper system for the opening weeks of school.
- We will have an ID card system linked to Genesis for both buildings in opening weeks of school.



Student Flow, Entry & Exit

Ensure that there are physical guides or markings to help ensure that staff and students remain at least six feet apart.

- Physical guides have been installed; we will continue to install more over the next few days through professional signage.
- One way routes, where necessary, have been developed.
- Particularly at Brearley, principals will review protocols with staff & students during the opening days of school.
- Staggered start and stop times will facilitate student flow.
- Face coverings are required.



We meet the criteria in the “**Student Flow, Entry & Exit**” section of the checklist that the NJDOE requires.

Up Next:

Screening, PPE & Responses



Screening, PPE & Responses

Require students, staff and visitors to wear face coverings unless doing so would inhibit the individual's health, the individual is under two years of age, or other exceptions outlined in NJDOE's guidance apply

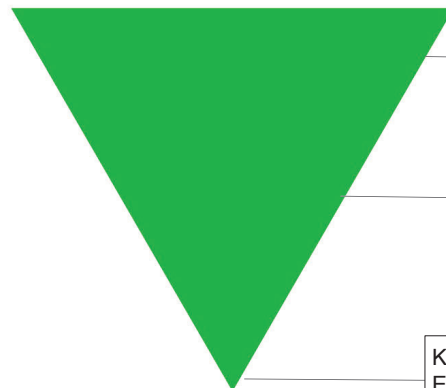
- We have a stockpile of face coverings.
- Protocols will be reviewed with students.
- Not wearing a face covering will be considered a code of conduct violation.
- The leadership team received legal training and guidance on this matter.
- Our visitor policy has been updated.
- We'll facilitate mask breaks.



Screening, PPE & Responses

Incorporate policy and procedures for symptomatic students and staff (along with sub-indicators.)

- We'll follow policies and procedures for different COVID-19 related scenarios based on our triangulation of:
 - NJ Department of Health's "COVID-19 Exclusion Table."
 - The Union County's "Containment Response Table."
 - Kenilworth's School Exclusion Guidance" vetted by our school physician.
- We've shared this guidance in our Updates and posted on our website; **PLEASE REVIEW!**



NJ Department of Health's COVID-19 Exclusion Table

Union County's COVID-19 Containment Guidelines

Kenilworth's School Exclusion Policies

Low Risk	Moderate Risk	High Risk	Very High Risk
<p>Evaluate whether there are students or staff who are at increased risk of severe illness and seek alternatives to ensure continuity of work or educational services.</p> <p>In response to COVID-19 positive staff or student, follow COVID-19 exclusion criteria; work with local health department to identify and exclude close contacts following CDC guidance; refer to guidance on cleaning and disinfection.</p> <p>In response to ill students and staff, follow NJDOH School Exclusion List.</p> <p>* If ill person had potential exposure in past 14 days, follow COVID-19 exclusion criteria; wait at least 24 hours and clean/disinfect areas where ill person spent time.</p> <p>Permit limited activities involving interaction with multiple cohorts, ensuring adherence to precautions.</p>	<p>Implement remote learning for students and staff at high risk of severe illness; consider hybrid learning approaches, and/or fully remote learning.</p> <p>In response to COVID-19 positive staff or student, follow COVID-19 exclusion criteria; work with local health department to identify and exclude close contacts following CDC guidance; refer to guidance on cleaning and disinfection.</p> <p>In response to ill students and staff, follow COVID-19 exclusion criteria; wait at least 24 hours and clean/disinfect areas where ill person spent time.</p> <p>Minimize activities that involve interaction with multiple cohorts.</p>	<p>Implement fully remote learning unless school can ensure complete adherence to all prevention & control measures.</p> <p><i>If schools remain open for in-person learning:</i></p> <p>In response to staff or student who is COVID-19 positive or who has COVID-19 symptoms (not yet tested), follow COVID-19 exclusion criteria; work with local health department to identify and exclude close contacts according to CDC guidance; refer to guidance on cleaning and disinfection.</p> <p>* Decisions on when ill person's close contacts can return to school are dependent on the ill person's medical evaluation and COVID-19 test results.</p> <p>Restrict activities that involve interaction with multiple cohorts.</p>	<p>Implement fully remote learning</p>

SITUATION:	CONTAINMENT RESPONSE:	NOTE:
Confirmed Case (Student, Faculty, or Staff).	<ul style="list-style-type: none"> Confirmed case will isolate for at least 10 days since their symptoms first appeared and they have no fever for 24 hours (one full day without the use of medicine to reduce fever) and symptoms improved. May recommend school-wide virtual instruction for a day to allow health department to complete investigation and contact tracing All close contacts (students, faculty, staff) in class or on bus with a confirmed case are quarantined for 14 days 	Based on CDC guidance for Reopening Schools 7/24/20
Probable Case (Student, Faculty, or Staff).	<ul style="list-style-type: none"> Probable Case will isolate as per existing guidance Probable Case is recommended for testing May recommend school-wide virtual instruction for a day to allow health department to complete contact tracing investigation All close contacts (students, faculty, staff) in class or on bus with a probable case are quarantined for 14 days 	Probable cases should already have been under quarantine as close contacts and should not have been in school. Based on CDC guidance for Reopening Schools 7/24/20
Reported Symptoms (Student or Faculty) with no known exposure to a confirmed case.	<ul style="list-style-type: none"> Student and faculty member with symptoms are excluded from school until either one of the following occur: <ul style="list-style-type: none"> a) 10 days has passed from symptom onset or 24 hours has passed without fever/symptoms (without use of fever reducing medication), <i>whichever is later</i> b) A negative test is received and 24 hours has passed without fever/symptoms (without use of fever reducing medication) c) An alternative diagnosis is documented by a medical provider Testing for COVID-19 recommended but not required 	Based on NJDOH COVID-19 Guidance for Reopening Childcare 7/29/20
Close Contact (Student, Faculty, or Staff).	<ul style="list-style-type: none"> Student or faculty that are close contacts of confirmed cases outside the school will quarantine for 14 days from exposure 	

Kenilworth School Exclusion Procedures

- If a student tests positive for COVID-19, s/he will need to stay home from school for 14 days upon receiving the positive test results. **A clearance note from a doctor is required to return.**
- If a student exhibits one (or more) symptoms of COVID-19, s/he will need to stay home from school for 14 days or may return sooner with a **clearance note from a doctor**. These symptoms include: fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste and smell, congestion or runny nose, nausea, vomiting or diarrhea.
- If a student had close contact with someone who tested positive for COVID-19, s/he will need to stay home from school for 14 days. "Close contact" means that the student was within 6 feet of a symptomatic person. The period of exclusion starts on the date of the most recent close contact. **A clearance note from a doctor is needed to return to school.**
- If a student had close contact with someone who is exhibiting COVID-19 symptoms, s/he must stay home from school for 14 days or return **with clearance from a doctor**.
- If a student has a temperature 100 degrees Fahrenheit or higher, s/he must stay home 72 hours after resolution of the fever without fever reducing medication.
- If a student has a temperature 100 degrees Fahrenheit or higher and exhibits one or more additional symptoms of COVID-19, s/he must stay home for 14 days unless cleared by a doctor.
- If a student has traveled to a location with sustained widespread transmission, s/he must stay home from school for 14 days upon return from the location.



Screening, PPE & Responses

Encourage parents to be alert for signs of illness in their children and keep them home when they are sick.

- We messaged this out in our "Medical Information for 2020-21: Information from Our School Nurses."
- We'll continue to share this message throughout the year.



We meet the criteria in the "Screening, PPE & Responses" section of the checklist that the NJDOE requires.

Up Next:

Contact Tracing



Contact Tracing

Incorporate a contact tracing policy in consultation with the local health department and its school nurses?

- Kenilworth's local health department will lead contact tracing efforts.
- The District will support this work by identifying close contacts.
- The District will notify parents and staff of close contacts.
- The next actions we take will be governed by the local health department.



We meet the criteria in the “**Contact Tracing**” section of the checklist that the NJDOE requires.

Up Next:

Facilities Cleaning Practices



Facilities Cleaning Practices

Develop a procedure manual to establish schedules for increased cleaning and disinfection; targeted areas to be cleaned, including frequently touched surfaces and objects and frequent sanitization of bathrooms; and methods and materials to be used

- COVID-19 cleaning standards have been established.
- Our custodial staff received additional training.
- We'll implement a 2 step cleaning process.
- Extra care will be given to high-touch areas.
- Additional custodians will help clean throughout the day.
- We've secured state-of-the-art cleaning tools including:
 - Hydroxyl air processing units
 - Electrostatic sprayers
 - HEPA filtration vacuums



We meet all the criteria in the “**Facilities Cleaning Practices**” section of the checklist that the NJDOE requires.

Up Next:

Meals

A note about:

Meals

Up Next:

Recess/Physical Education



Recess/Physical Education

Stagger recess or other outdoor activities; Utilize cones, flags, tape, or other signs to maintain six feet of space between groups participating in recess or other outdoor activities

- Recess and mask breaks will be staggered.
- Recess and mask breaks will be held outside, weather permitting.
- Equipment and procedures will help to promote social distancing.



Recess/Physical Education

Require students to wash hands with soap immediately after outdoor playtime; Stagger the use of playground equipment and establish frequent disinfecting protocols; Close, or stagger the use of and frequently disinfect, locker rooms?

- Handwashing will be built into classroom routines and procedures.
- Harding's playground equipment remains closed.
- The track will be closed to the public during the school day.
- Locker rooms will be closed.



We meet the criteria in the “**Recess/Physical Education**” section of the checklist that the NJDOE requires.

Up Next:

Field Trips & Building Use



Field Trips & Building Use

Maintain social distancing and hygiene practices during extra-curricular activities; Require any external community organizations that use district facilities to follow district procedure and health and safety protocols?

- We're currently evaluating extra-curricular activities to determine which activities should happen in person and which should happen virtually.
- Students need and deserve access to extra-curricular activities.
- Our buildings remain closed to external community organizations until further notice.



Thank You



A Reminder

POLICIES AND PRACTICES THAT ADDRESS COVID-19 ARE INTENDED TO MITIGATE, NOT ELIMINATE, RISK.

NO SINGLE ACTION OR SET OF ACTIONS WILL ELIMINATE THE RISK OF TRANSMISSION, BUT THE IMPLEMENTATION OF SEVERAL COORDINATED INTERVENTIONS CAN GREATLY REDUCE THE RISK.



Executive Order 175

Executive Order 175 reinforces schools **must return** to in-person learning in some capacity, but allows schools to apply for a **temporary timeline extension** if schools can prove that certain aspects of reopening cannot be met by the first day of school.

Operationally, we have prepared to reopen Kenilworth schools as safely as possible.



Beyond the Checklist

The conversation tonight should also take into account:

- the belief of some that “the checklist” is not enough.
- the **concern for the continuity of learning** amidst all of these possible quarantine situations.
- the possibility of **additional teacher accommodations as an obstacle** that may preclude us from moving forward with our plan.
- give **validity to the anxieties** that many are feeling around our return to school.



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PUBLIC PARTICIPATION: Meeting Opened to the Public for Comment: The Board of Education sets the limit for the public to speak at the board meeting to five (5) minutes per person unless prior permission has been granted by the Board for extended time (pursuant to Kenilworth Board of Education By-Law 0167).

Public comment will be accepted only during the public comment period in the meeting, in person, via email to publiccomments@kenilworthschools.com or by calling 908-931-9696 ext. 2325. For the record, please include your name and address in all comment requests.

Mr. Gonnella stated the order will be to take phone calls first, then comments from the public present and finally comments submitted via email.

Motion was made by Laudati, seconded by Zimmerman, that the **meeting be opened to the public**. Motion carried unanimously. 7:05 p.m.

Phone call comment:

- Mrs. Bonacchi, parent: Commented on remote instruction and Chromebooks.
- Janice Marsili, Brearley Teacher: Commented on the status of the HVAC system.
- Lorrae Schau, Brearley Teacher: Commented on concerns of returning to in person instruction. (email included)
- Cynthia Donough, Harding Teacher: Commented on concerns of returning to in person instruction. (email included)
- Monica Jurkiewicz, Harding Teacher: Commented on concerns of returning to in person instruction. Including the need for subs and aftercare mixing of student cohorts.
- Megan Loconte, Harding Teacher: Commented on concerns of returning to in person instruction.
- Lauren VanOrden (Blizzard), Brearley Teacher: Commented on the status of the HVAC system along with the need for soap dispensers in the boys bathrooms.
- Christa Candon, Brearley Teacher: Commented on concerns of returning to in person instruction.

In-Person Comments:

- Nicole Rodriguez, parent: Was concerned about the lack of guidance on security and fire drills, lack of substitutes, and cleaning procedures. She asked about how services like speech and OT were going to be provided remotely. Mr. Arlington reviewed that process.
- Henry Obiedzinski, parent: Was pleased that the district was moving forward with opening in person. Kids need to get back to school.

Mr. Gonnella read the e-mail comments into the record. They will be attached to the official record.

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E-mail Comments were received from the following individuals (See attached):

- Christine Rivera
- Anna Decavalles
- Cynthia Donough (also called in)
- Henry Dieckmann
- Lora Kaprowski
- Jackie Duda
- Meaghan Higgins
- Caitlin Martin
- Veronica Gonzalez-Rein
- Gina Folgar
- Cynthia Perez
- Lorrae Schau (also called in)
- Debra Beronio
- Andy and Christine Rivera
- Dale Sona
- Nicole Bellino
- Graceann Griffin
- Nancy Bechtler
- Tammy Smith
- Laura Walsh
- Philip Giordano

Emails received after the meeting was closed for public comment (See attached):

- Cathy Glacken
- Charlene Durniak
- Curtis Cerillo
- Lenore Jeans
- Andy Rivera
- Amanda Piotrowicz
- Nina Vera
- Lauren Roman
- Meredith and Adam Kornfeld

Motion was made by Haberthur, seconded by Jankiewicz, that the **meeting be closed to the public**.
Motion carried unanimously.

RESOLUTION: Introduced by Laudati, who moved its adoption, seconded by Zimmerman, Be It Resolved by the Board of Education of Kenilworth that the Board of Education **meet in private**

August 24, 2020

session, from which the public shall be excluded, **to discuss the topic of attorney client privilege** which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon. Motion carried unanimously. 8:15 p.m.

Mr. Gonnella announced that the Board is going into closed executive session to discuss the above matters but will not be taking any further action this evening. The meeting will adjourn at the end of executive session.

At 9:05 p.m. President David **reconvened the public session** and stated the Board of Education took no action in executive session.

Motion was made by Laudati, seconded by Panichi, that **when the meeting adjourns, it adjourns to the call of the chair**. Motion carried unanimously.

Meeting adjourned 9:05 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board