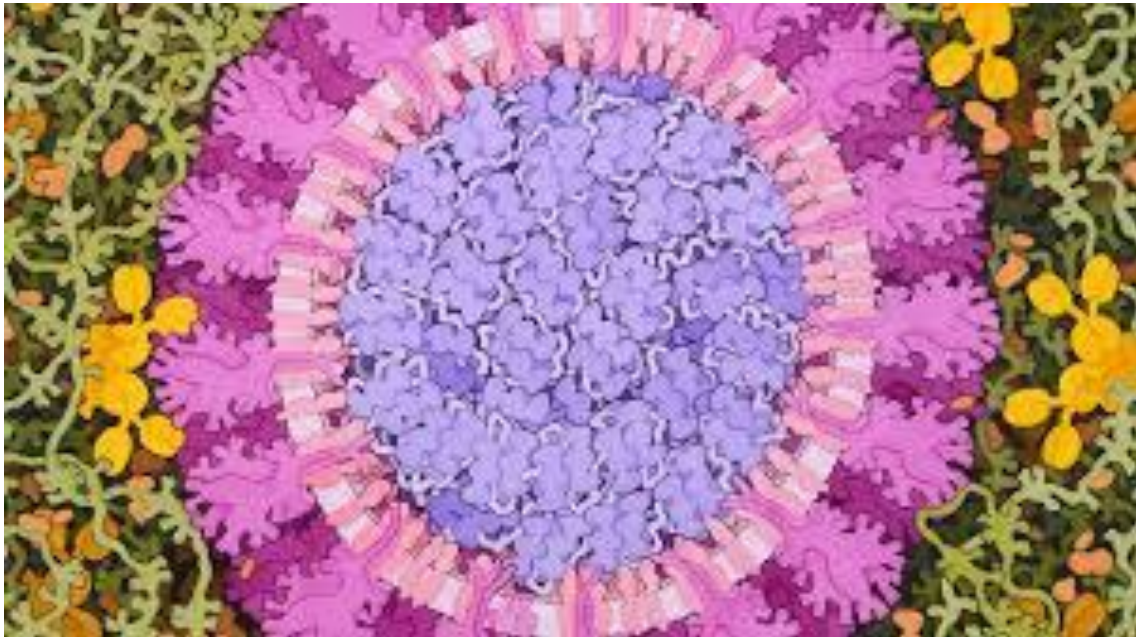


**Environment Community Opportunity
(ECO) Charter School**

**COVID-19
School Separation
Preparedness Plan**



Mission & Demographic Overview

The Environment Community Opportunity (ECO) Charter School, an EL Education Network School, will empower students to realize their vast intellectual and social potential by teaching them to think critically and creatively and by guiding them to unite mastered skills and content knowledge to create and pursue their own opportunities. Our students are the children of Camden – they will grow to become learners, leaders, guardians, and guides.

These select data reflect ECO Charter School’s demographics:

- 198 students
- 12% students with disabilities
- 80% free and reduced meal rate; ECO is a CEP school
- 0% English Language Learners
- 0% homeless
- 25 employees

Background

In anticipation of the COVID-19 pandemic, the ECO Charter School community engaged the following actions in an effort to safeguard the community and to prepare for a precautionary school closure for student safety, ensuring that it considers all vulnerable populations who may require special considerations to address issue of equity and access:

- Established “facts exchange” to ensure dissemination of the most up-to-date, accurate information
- Selected three credible primary information sources from which to make decisions
- Increased frequency of classrooms and common area sanitation
- Purchased electrostatic sanitation device
- Augmented K-8 student daily schedule to include frequent handwashing
- Reviewed with students effective handwashing technique
- Reviewed with students acceptable practices for greetings or celebrations
- Established agenda and planning for All-School CREW Meeting to discuss COVID-19 precautionary measures with students
- Directed community members to cough into tissues or if tissues are unavailable, ones elbow
- Directed community members to avoid touching face, eyes, nose, and/or mouth
- Directed community members to practice social distancing (as much as possible)

- Re-iterated employee guidelines regarding “sickness”; if you are sick, stay home. Report nature of illness; self-quarantine for 14 days if in direct or indirect contact with infected person.
- Required employees to report travel or prospective travel prior to returning to school facilities so that specific, explicit directions regarding next steps are provided
- Increased frequency of family communications
- Revised previously established plans for March 13th faculty professional development to include provisions for COVID-19 Precautionary School Separation
- Inventoried Chromebooks, Laptops & Other Wireless Devices for the purpose of home instruction/virtual learning
- Inventoried Mobile Wireless Hotspots
- Conducted Analysis of Device “Fitness” for Prolonged Use, i.e. software updates, etc.
- Purchased 25 additional Mobile Wireless Hotspots
- Linked new Mobile Wireless Hotspots to Chromebooks and Laptops
- Conferenced with special populations support staff to ensure students with IEPs have appropriate assistive technology, as outlined in IEPs
- Published password cards that includes individual login information for all student-used “e” platforms
- Administered Connectivity Survey K-8 Families
- Established preliminary plans for school separation

Preparedness Programming

In the event of a precautionary school separation for the safety of students and the ECO Charter School community, ECO Charter School will address the needs of stakeholders by engaging the following:

A. Academic Program / Communication

1. All ECO Charter School families will be notified of all plans associated with a precautionary school closure as the school customarily communicates with families ... via telephone calls, via printed text flyers, via direct emails, and via the school’s social media outlets.
2. One hundred percent of ECO Charter School students will be in possession of a school-issued technological device and a mobile wireless hot spot; together, these resources

will facilitate students completing the required amount of instruction daily. In addition to the technological resources, one hundred percent of ECO Charter School students will be provided related consumables and resources necessary to complete daily assignments.

3. ECO Charter School defines a “remote learning environment” as an environment for learning outside of the school building that consists of a *minimum* of 10 hours of remote learning per week (instruction and/or learning opportunities) where students will have electronic access to teachers. Under this learning method, instruction will be developmentally appropriate. Students will engage at least one hour of Reading/ELA instruction and at least one hour of Mathematics instruction. Both ELA and Math instruction, for general and special education is completed via teacher-created videos. The videos take students through all stages of lessons.
4. Should remote learning not appropriately serve a given student, the following may be considered:
 - Providing paper packets of materials
 - Giving paper packets and links to remote resources for students.
 - Giving a combination of electronic and paper assignments.
5. Daily, all K-8 students will have access to online instruction via school provided chromebooks and free-of-charge mobile wireless hotspots or via teacher-created, grade and subject-specific packets. Depending upon grade level, students will utilize the school’s digital curriculum via Kiddom as well as utilize other school-used platforms including IXL, I-Ready, and Prodigy. This plan enables all students to engage a minimum of two hours of instruction daily.
6. ECO faculty will be available to students, families, and colleagues from 8:00 am until 2:00 pm, Monday through Friday. ECO faculty will schedule “office hours and small group instruction) from 3:00 pm until 4:00 pm daily. In addition to recording and uploading instructional videos, lesson guidelines, and other considerations, teachers are available to students and families via Google classroom, email, and/or cellphones, Monday through Friday.
7. Students will, according to lessons requirements, submit work based on individual teacher instructions (students will utilize honor norms via the platforms, email, scan, photograph, uploading to Google Classroom, or print copy, as customary).
8. Special population student lessons will be presented in accordance with students’ IEP and related goals. All SPED students are familiar with the remote tools as the tools are used daily. Teachers will conduct small group and one-on-one sessions with students via live, real-time, active video and/or via Facetime or another appropriate video format. For students who require special aids, resources will be provided to students prior to the school separation.

9. Under the direction of the School Psychologist/Child Study Team Case Manager, IEP evaluations, reviews, eligibility, and reevaluations meetings will be rescheduled and completed as mutually-agreed by the team (including family-participants). Notifications will be issued in compliance with the law.
10. In the event the precautionary separation from school impacts the state-wide testing, ECO Charter School will address the need to augment the schedule with the appropriate NJDOE representative(s).
11. ECO Charter School does not have English Language Learners, medically fragile students, students in need of compensatory education or but if the school served this population, provisions would be made to ensure instruction takes place according to identified needs and best practice.
12. ECO Charter School is open to partnering with other schools in an effort to maximize resources to meet the demands of student needs.
13. Upon re-opening, ECO Charter School will provide students with resources to help students managing thoughts and feelings about the separation and potential loss as a result of the pandemic.

B. Meal Program

ECO Charter School is a CEP school. ECO will partner with the South Jersey to provide meals to ECO Charter School students at designated sites. The locations are as follows:

- SFA Name: ECO Charter School
- Agreement Number 08006232
- Given that ECO Charter School serves students who herald from all Camden zip codes and from surrounding municipalities, ECO Charter School is partnering with The Food Bank of South Jersey to ensure students have access to meals. Families may consult the following web address to find the closest provider <https://foodbanksj.org/zip-code-locator/>.
- Graciously, the Camden City School District and local charter schools will provide access to meals Monday through Friday, 10:00 am until noon at the sites that follow:
 - **Mastery High**, 800 Erie St., 08102
 - **Mastery Cramer Hill**, 1001 N. 17th St., 08105
 - **Woodrow Wilson High School**, 3101 Federal St., 08105
 - **Camden High**, 1875 Park Blvd. 08103
 - **Wiggins**, 400 Mt. Vernon St., 08103

- **Creative Arts Morgan Village Academy**, 990 Morgan Blvd., 08105
- **KIPP Lanning Square**, 525 Clinton St., 08103 **(M-F from 10 - 11:30 A.M.)**
- **Camden's Pride**, 897 North 31st St., 08105
- **Camden's Promise**, 879 Beideman Ave., 08105
- **Yorkship**, 1251 Collings Ave., 08104
- **Uncommon/Camden Prep**, 1575 Mt. Ephraim Ave., 08104
- **Camden Academy Charter High School**, 250 Federal St., 08105
- **Katz Dalsey**, 3098 Pleasant St., 08105

- We will continue to update meal site information as more locations become available.

C. Employee Staffing

ECO Charter School works diligently to ensure community members are aptly prepared, safe and productive when a precautionary school separation is necessary. The following practices will be embraced:

1. ECO Charter School employees will work at home according to individual contractual requirements, Principal-assigned individual and collective work tasks, and capacity. See the Academic Program section of this plan for teacher-required hours, work tasks, etc.
2. As required and in compliance with guidelines for health and safety, key employees may enter school sites and conduct school business.
3. Working remotely, teachers will create and upload instructional videos for students, interact with students via online platforms, participate in daily conference calls with admins, participate in coaching sessions, plan celebrations of learning, etc. See Academic Program section of this plan for specifics.
4. Daily, school leaders and key staff will monitor academic instruction, communication efforts, professional learning, resource deployment, teacher work tasks, and respond to student and family needs.
5. Employees who believe they are possibly infected, have a presumptive positive, or confirmation of COVID-19, will immediately contact the Lead Person. In consultation with the Health Department, School Physician, Department of Education, and Board of Trustees, specific requirements for employees will be communicated within twenty-four hours. Presumptively, employee will be required to seek medical attention; given treatment outcomes, employee will either quarantine, and/or be treated for COVID-19 which would include temporary separation from the community.

D. Attendance

1. For the purpose of identifying a student as “present”, ECO Charter School affirms that if a student is being instructed from home, she/he is counted as present at school.

2. ECO Charter School teachers, to the extent possible, will be in touch with every students on a daily basis.
3. In conjunction with ECO Charter School’s standards-based assessments, remotely-completed and paper assignments, according to due dates, will be used to determine trimester ratings and credit.

E. Technology

As indicated, students will engage a blended learning model, completing assignments via paper packets as well as remote, virtual learning. ECO Charter School will issue chromebooks and wireless mobile hotspots at no cost to families in an effort to ensure students engage teacher-directed lessons daily. See the Academic Program section of this plan.

F. Communication Plan

ECO Charter School stakeholders will be notified of precautionary school closure, updates, etc. and/or other necessary changes to customary school procedures via the following methods:

1. Google Classroom
2. Email
3. Announcement on Website
4. Social Media Outlets – FB, Instagram, Twitter

G. Extracurricular Activities

All extracurricular activities including Home & School Alliance events, field trips, off-site learning expeditions, etc., are canceled until further notice.

H. District/School Contacts

Name	Leadership Role	Plan-Related Responsibilities	Contact
Dr. Antoinette C. Dentler	Lead Person	Strategic Communication w/ ECO Team, DOE, Leader-Colleagues, Media, & others as required; Board of Trustees Information & Referral; Resource/Tech Support for Students, Families, Employees, Contracted-Service Providers, and Partners; Resource Acquisition	a.dentler@ecocharterschool.org
Donna Cavicchia	Director of Operations	Logistics; Facilities; Sanitation & Custodial Services; Scheduling; Demographic Info	d.cavicchia@ecocharterschool.org
Widelene Desarmes	Principal	Academic Programming; Virtual Learning/Equitable Access to Instruction; Faculty Professional Learning; Resource/Tech Support	w.desarmes@ecocharterschool.org
Dr. Terri Allen	School Psychologist	Child Study Team Logistics; IEP implementation; Trauma/Grief/Loss	t.allen@ecocharterschool.org
Jennifer Bailey	School Business Administrator	National Meal Program; Transportation; Tech Data Source Management	j.bailey@ecocharterschool.org
Tiffany Ballard-Blair	Assistant Principal for Climate & Culture/Teacher Coaching	Student/Family “Community Building Resources”; Faculty/Staff Professional Learning Support	t.ballard@ecocharterschool.org