

**COVID-19**  
**Closure & Response Plan**

**TEAM Academy Charter School, Inc.**  
**(80-7325)**

**Current as of 3/17/2020**

## **Update as of March 17, 2020:**

Attached please find our current COVID-19 Closure and Response plan. In consultation with the local health authority, we are closing schools until April 10th. Students will be on Spring Break through April 19, 2020. The first day back for students will be April 20, 2020. This plan is subject to change.

# COVID-19 Task Force

## Purposes:

1. Review and enhancement of policies and procedures
2. Members of our COVID-19 Task Force are listed below and will meet daily at 8:30am. Additional meetings may be required as the need arises.
3. This plan may be modified based on new information and updates from the CDC, NJ Health Department, and the NJDOE.
4. Meetings may be held to review, update, and approve the Response Plan for the upcoming school year and conduct tabletop emergency exercises. Task Force members will review and understand their roles and responsibilities during a pandemic crisis.
5. Staff contact and email will be posted/updated on the school website and social media.

Task Force Members		
Name	Role	Email
Gabriella DiFilippo	Chief Operating Officer	Gdifilippo@kippnj.org
Shawadeim Reagans	Chief Equity Officer	Sreagans@kippnj.org
Pamela Clarke	Managing Director of Talent Acquisition and Management and Recruitment	PClarke@kippnj.org
Ranjana Reddy	Managing Director of Operations- KIPP: Cooper Norcross (Camden)	RReddy@kippnj.org
Monica Kress	Managing Director of Operations- Miami	MKress@kippmiami.org
Melissa Cassells	Managing Director of Operations- Newark	MCassells@kippnj.org
Sarba Aguda	Chief Academic Officer	Saguda@kippnj.org
Nick Finc	Special Legal Counsel/Compliance	NFinc@kippnj.org
Ashley Haughton	Associate Director of Operations	Ahaughton@kippnj.org
Ashley Milun	Managing Director of Technology	Amilun@kippnj.org
Laszlo de Simon	Director of Data	Ldesimon@kippnj.org
Jessica Shearer	Director of Marketing	Jshearer@kipp.org
Danielle Torok	Director, Employee Relations and Employment Counsel	DTorok@kippnj.org

Steve Small	Chief Financial Officer/School Business Administrator	Ssmall@kipp.org
Joe Hejlek	Director of Special Projects	JHejlek@kippnj.org
Amanda Poole	Managing Director of School Operations-KIPP: Cooper Norcross (Camden)	APoole@kippnj.org
Stephen Demers	Managing Director of School Operations-Newark	SDemers@kippnj.org
Yeppii Esteban	Managing Director of School Operations-Newark	YEsteban@kippnj.org
Erica Grohman	Managing Director of Finance and Purchasing	EGrohman@kippnj.org

**KIPP: Newark**  
**Emergency Contact Information**

**24/7 Hotline for Support:**  
Call/text: 973-679-7199  
Email: [kippnewarkhelp@kippnj.org](mailto:kippnewarkhelp@kippnj.org)

Name	Role	Email
Joanna Belcher	Executive Director	Jbelcher@kippnj.org
Gabriella DiFilippo	Chief Operating Officer	Gdifilippo@kippnj.org
Melissa Cassells	Managing Director of Operations- Newark	MCassells@kippnj.org
Stephen Demers	Managing Director of School Operations- Newark	SDemers@kippnj.org
Yeppii Esteban	Managing Director of School Operations- Newark	YEsteban@kippnj.org
Pedro Lebre	Enrollment	Plebre@kippnj.org
Sheyla Riaz	Director of Social Work	Sriaz@kippnj.org
Faith Ware	Managing Director of Special Education	Fware@kippnj.org

**School Leaders:**

Name	Email	School
Andrew Chisholm	AChisholm@kippnj.org	Life Academy
Toni Sullivan	aosullivan@kippnj.org	Seek Academy
David Branson	Dbranson@kippnj.org	Newark Lab High School
Ira Griffith	Igriffith@kippnj.org	Newark Community Prep
Kevin Brown	Kbrown@kippnj.org	Rise Academy
Lisa Bonnifield	LBonnifield@kippnj.org	Bold Academy
Modiegi Notoane-Eugene	Mnotoane-eugene@kippnj.org	Thrive Academy
Jenna Marcus	JMarcus@kippnj.org	Spark Academy
Sam Chery-Geffrard	SChery-Geffrard@kippnj.org	KIPP Upper Roseville Academy
Sean Stevens	SStevens@kippnj.org	Newark Collegiate Academy
Veronica Avery	VAvery@kippnj.org	TEAM Academy

# Continuity of Operations

## **Chief Operating Officer:**

- Maintains authority over all pandemic and crisis management plans
- Supervises managing Task Force and responses from individual teams
- Assigns subcommittee work as necessary and monitors progress
- Sets agenda and holds daily calls with Task Force members
- Monitors communications from Department of Education and State of NJ
- Makes decisions about response plan and closure plan

## **Chief Academic Officer:**

- Manages academics and student learning
- Leads Teaching & Learning team in creation of materials for remote instruction
- Sets and enforces student attendance policy
- Coordinates distribution of materials with MDO and Technology
- Ensures equitable services for ELL, Special Education, Gifted/Talented, Homeless students

## **Executive Director:**

- Sends official communications to families
- Leads a daily call with school-based leaders
- Sends communication to staff in region

## **Chief Financial Officer/School Business Administrator:**

- Ensures vendor checks and bills continue to be paid on time
- Ensures employee payroll is paid
- Ensures State reporting requirements not relating to pandemic are fulfilled

## **Managing Director of Operations:**

- Runs overall plan execution for region.
- Manages MDSO to ensure nutrition, facilities, and transportation
- Coordinates distribution of instructional packets or materials

## **Managing Director(s) of School Operations (MDSO):**

- Runs food service and nutrition program
  - Ensures distribution of food at sites

- Fields questions and concerns from families related to food security
- Coordinate facility cleaning
  - Ensures proper measures to minimize, to the greatest extent possible, the risk of viral transmission in school facilities, with vigorous cleaning policies and practices.
  - Ensures proper lock out procedures after deep clean.
- Coordinate facility maintenance (stocking of supplies)
- Ensures proper signage in school buildings (tagging of sanitized classrooms, closed buildings,
- Ensures security of buildings when closed.
- Ensures proper cleaning and coordination with external transportation companies.

**Director of School Operations:**

- Works with the School Leader to field all general family inquiries.
- Oversees on-site cleaning efforts at school facility

**School Leader:**

- Serves as the main point of contact with families.

**Technology:**

- Assesses district technology capabilities
- Assesses family technology capabilities
- Works with third parties to ensure internet connectivity at home
- Works with Teaching and Learning on training for remote learning over internet

**Communications/Marketing**

- Ensures clear communication is sent to families/staff on regular basis
- Maintains website information
- Monitors social media with respect to concerns from families
- Monitors other school districts

**Human Resources:**

- Maintains protocols for personnel policies appropriate to both long and short term absences
- Monitors government guidance with respect to hour and wage law implications.

## Support and Hotline Information

KIPP: Newark has 24/7 support for families, staff, and anyone else with questions or concerns. An agent will answer the phone. Whether it is question about academics, technology, nutrition or connecting with staff please reach out to us by one of the following methods:

Email: [kippnewarkhelp@kippnj.org](mailto:kippnewarkhelp@kippnj.org)

Call: **973-679-7199**

Text :**973-679-7199**

### EMAIL DETAILS

- Families can email [kippnewarkhelp@kippnj.org](mailto:kippnewarkhelp@kippnj.org), which will then be forwarded to the appropriate TEAMmate.

### CALLS

- KIPP: Newark families can call **973-679-7199** 24/7 and their call will be answered by an agent (English and Spanish). Agent will ask for name, number, school(s), question/concern, and preference for call/text back.

### TEXT

- Families can also text **973-679-7199**

# Coronavirus disease 2019 (COVID-19) and you

## What is coronavirus disease 2019?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

## Can I get COVID-19?

Yes. COVID-19 is spreading from person to person in parts of the world. Risk of infection from the virus that causes COVID-19 is higher for people who are close contacts of someone known to have COVID-19, for example healthcare workers, or household members. Other people at higher risk for infection are those who live in or have recently been in an area with ongoing spread of COVID-19.

Learn more about places with ongoing spread at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html#geographic>.

The current list of global locations with cases of COVID-19 is available on CDC's web page at <https://www.cdc.gov/coronavirus/2019-ncov/locations-confirmed-cases.html>.

## How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but is now spreading from person to person. The virus is thought to spread mainly between people who are in close contact with one another (within about 6 feet) through respiratory droplets produced when an infected person coughs or sneezes. It also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads. Learn what is known about the spread of newly emerged coronaviruses at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.

## What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of:

- fever
- cough
- shortness of breath



## What are severe complications from this virus?

Some patients have pneumonia in both lungs, multi-organ failure and in some cases death.

## People can help protect themselves from respiratory illness with everyday preventive actions.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

## If you are sick, to keep from spreading respiratory illness to others, you should

- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

## What should I do if I recently traveled from an area with ongoing spread of COVID-19?

If you have traveled from an affected area, there may be restrictions on your movements for up to 2 weeks. If you develop symptoms during that period (fever, cough, trouble breathing), seek medical advice. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don't go out and delay any travel to reduce the possibility of spreading illness to others.

## Is there a vaccine?

There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to take everyday preventive actions, like avoiding close contact with people who are sick and washing your hands often.

## Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.

## Remote Academic Plan

We have prepared a remote learning plan for our students that is equitable and accessible to all. We surveyed our students and families and learned that not all students would be able to access learning if we relied exclusively on technology, so we created a low-tech solution to meet the immediate need. We are in the process of a longer term technology plan. According to a survey, 65% of students have access to a computer at home and 56% have access to a tablet. Our region currently has 4,743 students and 89% receive free or reduced lunch. 2.1% are ELL students and 13.7% have an IEP.

Our students have each received a packet of instructional materials reflecting 10 days' worth of lessons, anticipating a 10 day closure at this time. If our schools remain closed for longer than 10 days, we will work on additions to the materials and keep our students and families apprised. We may also, with a longer runway, deploy technology and internet-based learning options to enhance student learning in the event of continued closures.

Because we can't predict if or when school closures will take place, the materials are not reliant on a pacing calendar or our curriculum. Instead, they are aligned to the content and grade level demands students would have at school, without necessarily being connected to our immediate academic scope & sequence. We are confident that these materials will support student learning in grade-level standards. To support day-to-day practice, in Grades K – 8, each student packet will include an overview sheet that describes what should happen each day. In high school, each course packet will include an overview page with pacing guides for students. For students with IEPs, we are providing resources for students in Self-Contained programming in Kindergarten through Eighth Grade, and we have assigned the appropriate grade level packets for students who are enrolled in replacement coursework. In addition, we have provided Spanish-language overviews for each set of assignments in elementary school.

We are committed to partnership with our students' families to support student learning. In addition to the print resources being sent home, we have created a website that allows families access to the assignments, should they wish to look at them and support their students with the assignments. Many grade levels include parent resource documents with answer keys, for support. This is not meant to replace physical printouts of the packets, which will still be sent home with students. The academic resources can be found online at [www.kippnj.org/remoteteaching](http://www.kippnj.org/remoteteaching). Teachers will familiarize themselves with the materials in the packets, in the event that students or families reach out for support with the assignments while

schools are closed. Teachers plan to respond to student and family inquiries or requests for help as they normally would when school is open.

Families can access remote learning packets in one of two different ways:

1. Packets to grades K-4 and grades 9-12 families were mailed on 3/17/2020 and packets to grades 5-8 will be mailed on 3/18/2020. Teachers are confirming receipt and any packets that are returned in the mail will be hand delivered.
2. We have posted all of the printed resources on our Remote Learning website: [www.kippnj.org/remoteteaching](http://www.kippnj.org/remoteteaching). Parents can access this website immediately if they want their child to get started on work.

Please check the website often as we will move to a technology based platform for materials beyond the initial 10 day closure. We are still fleshing out the details for this platform. We will also be confirming that the initial 10 day packet is complete.

## COVID-19 504/IEP/ELL Services Contingency Plan

Recently, the United States Department of Education's Office of Special Education and Rehabilitative Services (OSERS) provided some guidance around a school's IDEA responsibilities in the event of an extended student absence or school closure due to COVID-19, KIPP NJ will follow this guidance and will work with state and local statutes and guidance as they continue to become available.

LEAs continue to maintain the responsibility to provide a Free Appropriate Public Education (FAPE), which includes the implementation of both specialized instruction and related services as well as adhering to all IEP and eligibility timelines.

As we implement a distance learning model in response to an emergency school closure, below you will find guidance regarding KIPP NJ's plan to continue to provide FAPE.

While the state of New Jersey does not recognize tele-services, we believe that the opportunity to connect via Google Hangout/FaceTime or via phone will be the best way to ensure that we are not seeing a significant regression in student skill. As such, we are asking you to reach out to the families on your caseload to see if they will be open to tele-services for speech and/or counseling. After receiving this information, please upload it to this tracker and work with your manager to develop a service calendar.

For IEP meetings, we will be also adopting a tele-service model. This will be an option for both annual meetings as well as re-evaluations and initials where we already have completed evaluations. We will make all efforts to make these meetings via web platforms or phone. This is in our best interest to ensure that we are not getting too far behind in compliance and that we are executing on as much as we can given the current state. While we may be out, the school year continues to progress and we want to make sure that our students are at top of mind.

That being said, we also acknowledge that there will be times where we are unable to reach a family. For those that we cannot reach, we will reassess their status and prioritize upon our return to school. See below for additional information on staff availability and document sharing for these meetings. We are also awaiting some additional guidance regarding initials and re-evaluations that currently cannot happen due to students being out of school. As soon as we have additional insight to share, we will follow up with this group.

Please don't hesitate to reach out with additional questions during this time. We know that inevitably, things will change and we will adjust accordingly.

-KIPP NJ Special Education Team

## **IEP Meetings**

### **Staff Availability**

Unless a staff member has taken a sick day or has a pre-arranged absence, attendance at all IEP related meetings and 504 meetings is expected by all mandatory participants. If a meeting is scheduled, the absent staff member should email both the Social Worker and the AP of Special Education regarding their unavailability for an IEP related meeting.

As previously communicated, it is expected that you will be available and on-call for student and family inquiries between the hours of 8:00 am and 4:00 pm. To the extent possible, be logged into your computer during these hours so that you can respond to any emails that are sent by a student or family or someone from your school. If a student or family reaches out to you outside of school hours, you are welcome to respond immediately, but you must respond between 8:00 am - 4:00 pm the following work day.

### **IEP Document Sharing**

It is the expectation that all scheduled IEP, eligibility, and 504 meetings proceed as scheduled. All meetings should be held by phone, or through Google Hangouts/FaceTime if this is an option of the parent. In accordance with NJ code, all draft copies of any evaluation, IEP, and 504 must be provided in advance of the meeting. One way to do this is via email. If sending via email the subject line should notate the type of documents attached as well as identifying initials. For example, a subject line for an annual IEP might be "Annual IEP- J.S."

If the parent does not have an email available, the case manager and related service provider, if applicable, should speak with the parent and offer to preview the proposed IEP and/or evaluation outcomes and take note of any parent concerns related to the proposed IEP and/or evaluation. All contact with the family should be documented in Easy IEP.

### **Staff Roles and Responsibilities During An Extended School Closure For Compliance**

Team Member	Expectation
APs of Special Education	<ul style="list-style-type: none"> <li>● Participate in all IEP related meetings/504 meetings</li> <li>● Maintain CST meetings</li> <li>● Ensure that accurate logs are kept to determine what meetings have and have not happened</li> </ul>
LSs	<ul style="list-style-type: none"> <li>● Participate in all IEP related meetings/504 meetings</li> </ul>

	<ul style="list-style-type: none"> <li>Complete all components of the IEP for upcoming meetings</li> </ul>
School Social Workers and School Psychologists	<ul style="list-style-type: none"> <li>Provide student families with a copy of the completed evaluation within 5 business days of the scheduled eligibility meeting and preview it as well as any proposed changes to the IEP with the student's family</li> <li>Complete as much of an eligibility report as possible</li> <li>Conduct parent/student interviews and record reviews</li> <li>Complete file reviews for upcoming re-evaluations</li> </ul>
Behavior Analysts	<ul style="list-style-type: none"> <li>Participate in all IEP related meetings/504 meetings</li> <li>Complete all components of the IEP for upcoming meetings</li> </ul>
Physical Therapists	<ul style="list-style-type: none"> <li>Participate in all IEP related meetings/504 meetings</li> <li>Complete all components of the IEP for upcoming meetings</li> </ul>
Occupational Therapists	<ul style="list-style-type: none"> <li>Participate in all IEP related meetings/504 meetings,</li> <li>Complete all components of the IEP for upcoming meetings</li> </ul>
Speech-Language Pathologists	<ul style="list-style-type: none"> <li>Participate in all IEP related meetings/504 meetings</li> <li>Complete all components of the IEP for upcoming meetings</li> <li>Log contact attempts in Easy IEP</li> </ul>

## Staff Roles and Responsibilities During an Extended School Closure For Direct Services

Team Members	Expectation
APs of SpEd	<ul style="list-style-type: none"> <li>Ensure O3s and Team Meetings occur per school protocol</li> <li>Support school-based Special Education team in completing action items</li> </ul>
ELL Teachers	<ul style="list-style-type: none"> <li>Conduct bi-weekly student/family touchpoints via phone</li> <li>Log touchpoints in tracker</li> </ul>

LSs	<ul style="list-style-type: none"> <li>• Conduct and log student and family touchpoints as per school protocol</li> <li>• Additional information will be forthcoming regarding blended learning expectations</li> </ul>
Speech-Language Pathologists	<ul style="list-style-type: none"> <li>• Provide services by phone or internet if this is an option for the family. SLPs should use their professional judgement as to which service model would be most practical</li> <li>• Log completed and/or attempted services in tracker</li> </ul>
Social Workers and School Psychologists	<ul style="list-style-type: none"> <li>• Students currently enrolled in counseling services will receive a weekly check-in call from their provider (social worker or school psychologist)</li> <li>• Counseling sessions will be provided by phone or internet if this is an option for the family. A note indicating verbal consent will be documented on the student's tab on OneNote</li> <li>• Notes for these check-ins and/or counseling sessions are entered on the student's tab on OneNote (this applies for mandated and non-mandated)</li> <li>• SEMI logging will not be required on EasyIEP – instead check-ins and counseling sessions will be documented on OneNote</li> <li>• SWKs should be aware that teachers will be engaging in outreach to every family to check in on how things are going at least once per week. Concerns about families may be flagged to SWKs as needed.</li> <li>• For students who are linked with community providers, SWKs will connect with the provider for weekly or bi-weekly check-ins and updates. The community provider check-in will be documented on the student's tab on OneNote</li> </ul>
Behavior Analysts	<ul style="list-style-type: none"> <li>• Students currently on BIPs will receive a weekly check-in call from their BCBA.</li> <li>• Log touchpoints in tracker</li> <li>• Parent Training and resources will be offered to parents, if parents opt into this level of service it will be provided by phone or internet if this is an option for the family. A note indicating verbal consent will be documented on the student's tab on OneNote</li> <li>• Notes, goals, and any data for these check-ins and/or parent training sessions are entered on the student's folders on Drive.</li> <li>• Set up parent or staff interviews for any work in progress assessments for which consent has been obtained, complete any in progress assessments that can be completed, and ensure all graphing is up to date for all cases.</li> </ul>

	<ul style="list-style-type: none"> <li>Complete Resource Guide for families to be uploaded on the KIPP NJ Remote Learning website</li> </ul>
Occupational Therapists	<ul style="list-style-type: none"> <li>Conduct bi-weekly student/family touchpoints</li> <li>Log touchpoints in tracker</li> <li>Complete Resource Guide for families to be uploaded on the KIPP NJ/Miami Remote Learning website</li> </ul>
Physical Therapists	<ul style="list-style-type: none"> <li>Conduct bi-weekly student/family touchpoints</li> <li>Log touchpoints in tracker</li> <li>Complete Resource Guide for families to be uploaded on the KIPP NJ Remote Learning website</li> </ul>
Paraprofessionals	<ul style="list-style-type: none"> <li>Conduct and log student and family touchpoints as per school protocol</li> </ul>

## Staff Responsibilities Once School Resumes

Team Members	Expectation
LSs and ELL Teachers	<ul style="list-style-type: none"> <li>Provide services according to the IEP/ELL Plan</li> <li>Meet with IEP teams to make individualized determinations as to whether make-up services are required due to loss of any skills because the child did not receive educational benefit.</li> </ul>
School Social Workers, Psychologists and Related Service Providers	<ul style="list-style-type: none"> <li>Provide services according to the IEP/504 Plan</li> <li>Meet with IEP teams to make individualized determinations as to whether make-up services are required due to loss of any skills because the child did not receive educational benefit</li> <li>Print and file trackers, if applicable</li> <li>Finish assessments, if applicable</li> <li>Print, sign, and file finalized assessments</li> </ul>

## Cleaning and Sanitation Plan

KIPP: Newark is committed to the health and safety of our students and staff. KIPP will be deep cleaning and disinfecting all of our campuses. KIPP is taking the following steps:

Clean Sweep will begin their nightly cleaning and disinfecting procedures tonight during their normal shifts at all locations except Seek Academy. Newark Public Schools will be managing cleaning at Seek while we are closed.

The NJDOH has stated that schools should follow standard procedures for routine cleaning and disinfecting. We have requested Clean Sweep follow our nightly expectation list with a few additions focusing on disinfecting surfaces. The expectation is that the attached checklist is completed, dated, and submitted for each location on Friday. We will make a determination if any additional cleaning support is needed post-Friday.

We are suspending all scheduled shifts for day porters and custodial assistants. However, NCA and any schools serving as a food distribution site will receive cleaning support during and after those events.

<b>CLASSROOMS</b>	
Damp wipe waste receptacles inside and out to remove soil	
Spot clean glass & remove smudges in doors & partitions and on the inside of windows	
Shampoo Carpets	
Wet mop smooth floors with a general-purpose disinfectant cleaner.	
Dust all venetian blinds /shades	
Clean and disinfect sinks and fountain fixtures.	
All desktops in <u>ALL</u> classrooms are to be wiped clean with disinfectant. Remove all ink, marker, pencil, crayon marks and all gum from desks and chairs	
Disinfect door knobs, light switch plates and surrounding areas	
<b>CLEANING AROUND COMPUTER TABLES/COMPUTER TERMINALS</b>	
All computers, screens, towers are to be wiped clean with disinfectant	
<b>ENTRANCES, LOBBIES AND HALLWAYS</b>	
Disinfect door panic bars and push plates	
Clean smudges and soil from glass in partitions	
Damp /wet mop all smooth and concrete floors	
Spot clean finger marks and smudges on walls, door facings and doors	
Entry doormats are to be shaken out, spot cleaned and vacuumed	
Thoroughly wash all walls and lockers	
Entryway door frames to be disinfected and wiped clean	
<b>STAIRWAYS/RAMPS</b>	
Disinfect handrails and any windowsills and ledges.	
Wet mop all stairwells	
Thoroughly vacuum and spot clean all stains on all mats and carpeted areas.	
<b>AUDITORIUM, CAFETERIA, OFFICES, TEACHERS' LOUNGES AND CONFERENCE ROOMS</b>	
Damp wipe waste receptacles inside and out to remove soil.	
Damp /wet mop all smooth and concrete floors	
Clean telephones with a disinfectant wiping the mouthpiece, grip and earphone	
Clean and wash all tables and counters used for eating or preparation of food	
Shampoo carpets	
Dispose of all food items left out that are spoilage prone.	
Disinfect door knobs, light switch plates and surrounding areas	
Disinfect all cafeteria tables and benches, auditorium chairs, and gymnasium bleachers	
<b>BATHROOMS</b>	
Thoroughly hose down and disinfect all student bathrooms	
Disinfect all plumbing fixtures, including all basins, toilet bowls including the toilet seats (topside and under sides), and leave toilet seats up after cleaning. Clean all urinals inside and out.	
Damp wipe all partitions with disinfectant.	
Machine scrub bathroom floors with a disinfectant-cleaning agent	
Disinfect door knobs, light switch plates and surrounding areas	
<b>NURSES' OFFICES, REST CUBICLES AND BATHROOMS</b>	

Nurse's office/room shall be cleaned with an anti-bacterial cleaning agent and Maintained in a sanitary condition.	
Sweep and mop floors with a disinfectant-cleaning agent.	
Wash tables, desks and chairs with a disinfectant solution	
Clean fountain fixtures and sinks.	
Disinfect door knobs, light switch plates and surrounding areas	

## Nutrition Plan

KIPP: Newark will:

- Set up two sites (BOLD/THRIVE Academy at 229 18th Ave., Newark, and at NCA- 129 Littleton Ave., Newark) for food distribution, with a target launch of 3/19/20 from the hours of 10:30AM to 1:30PM to any kids 18 and under in our community.
- Provide information to our families about the other Newark Public Schools feeding sites, which are open to all Newark kids as well.
- Have approximately 3000 units of shelf-stable food delivered to our schools by 3/18/20 to prepare for distribution.
- Our Food Service Management Company, Aramark, continues to employ the same procedures used during a regular school day. This includes temperature controls on all food, proper storing, and proper handwashing/handling. FSMC staff at distribution point ask the students if they have any allergies. And if so, Aramark has a limited supply of alternatives available. Meals are pre-packaged with breakfast and lunch with a grain, a fruit, and milk for breakfast. For lunch, we are pre-packaging a sandwich that contains a protein and grain with fresh fruit and juice. We are counting meals as they are provided to students since students are receiving breakfast and lunch at the same time so it's the same count.
- Meals are being claimed by counting each student and then submitting numbers in SNEARS. The FSMC has staff on hand to prepare meals and distribute them to students. This is all contingent on receipt of supplies that fulfill the USDA requirements. The same process and procedure will be enacted on all days of service.

In addition, KIPP: Newark will continue to meet the needs of our families and:

- Continue to provide food for families who are unable to come to a distribution site as follows:
  - For any families with additional food needs who cannot make it to a distribution, we have assembled a team of teacher volunteers to make deliveries to homes with bags of groceries.
- Create a hotline number for families in need that we are checking and responding to multiple times per day. Families are instructed to call the hotline if they have any family needs (services, food etc)

March 6, 2020

Dear KIPP Newark Families,

We are committed to the health and safety of our entire school community and continue to closely monitor updates from the [Centers for Disease Control](#) (CDC) and the [World Health Organization](#) (WHO) regarding the recent outbreak of Coronavirus Disease (COVID-19).

As mentioned previously, in addition to regular and thorough cleaning of classrooms, surfaces and commons spaces at the end and throughout the day, we are increasing cleaning and hand washing routines and have provided additional antibacterial wipes and hand sanitizer in every classroom. **As of today, there have been no reported cases of Coronavirus in any of our schools.**

Here are some best practices for prevention of any infectious disease.

- If not already vaccinated - get your flu shot;
- Frequently clean hands by using alcohol-based hand rub or soap and water (for at least 20 seconds);
- Avoid touching your eyes, nose, or mouth with unwashed hands;
- Clean and disinfect frequently touched objects and surfaces using regular household cleaning spray or wipes;
- Avoid close contact with anyone who is sick

**Anyone with virus-like symptoms should be checked out by a health provider immediately.** Students are ill with respiratory symptoms, flu-like illness, or diarrhea/vomiting should stay home for 24 hours fever-free without fever medication, and/or 24 hours free of diarrhea/vomiting. Students with a fever of 100 degrees or above, severe respiratory symptoms, and/or diarrhea/vomiting will be excluded from school.

We ask that if you, your children, or anyone in your household are diagnosed with Coronavirus to please inform your child's school immediately. Your child will need to obtain medical clearance before a return to school is allowed.

In the unlikely event we need to close school, we are preparing contingency plans and will continue to keep families updated.

# KIPP:NEWARK

**A** 60 Park Place #802 Newark, NJ 07102  
**P** 973.622.0905 **F** 973.556.1441  
**W** [www.kippnj.org](http://www.kippnj.org)

**KIPP:NEW JERSEY**  
WORK HARD. BE NICE.  
[www.kippnj.org](http://www.kippnj.org)

Attached are a few resources from the CDC about the novel coronavirus that will help you continue to stay informed about symptoms and FAQ's. If you have any concerns regarding your child's health, it is recommended that you consult with your child's physician.

If you have any questions or concerns please reach out to Melissa Cassells at [mcassells@kippnj.org](mailto:mcassells@kippnj.org).

Thank you for your continued partnership,

Joanna Belcher  
Executive Director, KIPP Newark

3/6/2020

Estimadas familias de KIPP Newark,

Estamos comprometidos con la salud y la seguridad de toda nuestra comunidad escolar y continuamos monitoreando muy atento las actualizaciones de los Centros para el Control de Enfermedades (CDC) y la Organización Mundial de la Salud (OMS) con respecto al reciente brote de la enfermedad por Coronavirus (COVID-19).

Como se mencionó anteriormente, además de la limpieza regular y exhaustiva de las aulas, las áreas y los espacios comunes al final y durante todo el día, estamos aumentando las rutinas de limpieza y lavado de manos y hemos proporcionado toallitas antibacterianas adicionales y desinfectante para manos en cada aula. Hasta el día de hoy, no se han reportado casos de coronavirus en ninguna de nuestras escuelas.

Estas son algunas de las mejores prácticas para la prevención de cualquier enfermedad infecciosa.

- Si aún no está vacunado, vacúnese contra la gripe;
- Lávese las manos con frecuencia usando un desinfectante para manos a base de alcohol o agua y jabón (durante al menos 20 segundos);
- No tocarse los ojos, la nariz o la boca con las manos sin lavar;
- Limpie y desinfecte objetos y áreas que se tocan con frecuencia usando un spray o toallitas de limpieza doméstica;
- Evite el contacto cercano con cualquier persona enferma.

Cualquier persona con síntomas similares a los virus debe ser revisada por doctor inmediatamente. Los estudiantes que están enfermos con síntomas respiratorios, enfermedades similares a la gripe o diarrea / vómitos deben quedarse en casa durante 24 horas sin fiebre y sin medicamentos para la fiebre, y / o 24 horas sin diarrea / vómitos. Los estudiantes con fiebre de 100 grados o más, síntomas respiratorios severos y / o diarrea / vómitos serán excluidos de la escuela.

Le pedimos que si usted, sus hijos o cualquier persona de su hogar reciban un diagnóstico de coronavirus, informe a la escuela de su hijo de inmediato. Su hijo necesitará obtener autorización médica antes de que se le permita regresar a la escuela.

En el caso improbable de que necesitemos cerrar la escuela, estamos preparando planes de contingencia y continuaremos manteniendo a las familias actualizadas.

Se adjuntan algunos recursos de los CDC sobre el nuevo coronavirus que lo ayudarán a mantenerse informado sobre los síntomas y las preguntas frecuentes. Si tiene alguna inquietud con respecto a la salud de su hijo, se recomienda que consulte con el médico de su hijo.

Si tiene alguna pregunta o inquietud, comuníquese con Melissa Cassells ([mcassells@kippnj.org](mailto:mcassells@kippnj.org)).

Gracias por su continua asociación,

Joanna Belcher  
Director Ejecutivo, KIPP Newark

March 13, 2020

Dear KIPP Newark Families,

We recognize that many of our students, families, and staff are increasingly concerned about the COVID-19 situation. In the best interest of the health and safety of our students, staff, and the immunocompromised community we have decided to close all KIPP Newark schools as a precautionary method to help prevent the spread of COVID-19. As we shared earlier today, **all KIPP Newark schools will be closed starting tomorrow through Friday, March 27 with a return on Monday, March 30, 2020.**

### School Closure Details

This closure affects all programming at the school, including before-and after-school activities, all athletic and extracurricular practices and competitions, and weekend events. **We want to stress that no KIPP Newark students or staff have tested positive for COVID-19.** We understand school closures can be disruptive and costly for families. We want to do our part to ensure we are protecting the public and mitigating community spread of infectious disease. This closure will allow us to deep clean and sanitize our schools. As we monitor the spread of the coronavirus and receive further guidance from public health organizations, we will provide timely updates.

### The KIPP Newark Team & Family

We take the impact of closing our schools seriously, and want you to know that we remain committed to our team & family even if we are not operating within the school walls. Please know your child's teachers and leaders will still be working remotely, here to support you and your family in these uncertain times.

### Remote Learning: Student Work Packets

We have a plan in place for continuing rigorous academic instruction for our students while at home. Each student will receive a packet of material aligned to his or her grade level and subject areas. Each packet includes an Overview Page that indicates what they should be working on at home each day over the next two weeks. **Please do your best to pick up your child's packet on Thursday, 3/19. This will ensure that they continue to grow their brain while we are out of school. This packet will be critical toward your child's grade and attendance record during our closure.**

Families can access student academic packets in one of three ways:

1. Families can pick up their children's remote learning packets **from 10:30 a.m. – 7:30 p.m. on Thursday, 3/19 at NCA (129 Littleton Ave)**. Our KIPP Newark regional leadership team will be on site to distribute packets and answer any questions families might have.
2. We have posted all of the printed resources on our Remote Learning website: [www.kippnj.org/remotelarning](http://www.kippnj.org/remotelarning). You can access this website immediately if you want your child to get started on work.
3. In the rare case that you cannot pick up your child's packet on Thursday, it will be mailed directly to each student's home.

Here's how the remote learning assignments will factor into your student's grades, upon the reopening of school:

- **Elementary students** will receive grades for completion.
- **Middle school students** will receive grades in the Formative Assessment category of the gradebook, in each course in which they are enrolled.
- **High school students** will receive grades in the Homework category of the gradebook, in each course in which they are enrolled.

Your child is always encouraged to reach out to his or her teachers for support with these remote learning assignments during school hours. Our teachers will remain in regular contact with students, even while our schools are closed, and you can expect responses from your child's teachers within 24 hours. Our teachers will also be reaching out to check in on you approximately once a week, to make sure you and your family are doing well.

Additionally, our social workers and psychologists will still be providing services to students remotely.

In the event that our schools remain closed for longer than a two-week period, we will make sure to keep you apprised of continued remote learning expectations for students while they are at home via email, phone, and through the Remote Learning website indicated above.

## **Nutrition**

We know that for many families, school is the primary place where children get meals for the day and we will continue to fill that need even if a school closes. We are working on finalizing those details and will communicate updates as soon as possible.

## **Tips: Preventing the Spread of COVID-19**

For many students, the school closures may fuel anxiety about the spread of COVID-19 so we encourage you to strike a balance between answering questions and not providing too much information to create extra alarm. It is important to model calmness when talking about the virus to your children and limit the exposure to news stories. We have additional resources for discussing COVID-19 with your child on our website at [KIPPNJ.org/coronavirusupdates](http://KIPPNJ.org/coronavirusupdates). Please remember to take care of yourself as well. You might find this article helpful during this stressful time: [knj.news/ParentingDuringCOVID19](https://knj.news/ParentingDuringCOVID19)

Students and families should continue to take key steps to avoid infection:

- Frequently clean hands by using alcohol-based hand rub or soap and water (for at least 20 seconds);
- Avoid touching your eyes, nose, or mouth with unwashed hands;
- Avoid close contact with anyone who is sick
- Avoid large group gatherings as much as possible

Anyone with virus-like symptoms should be checked out by a health provider immediately and contact the local county health department who will provide guidelines on the next steps or other protective actions.

## **What do I do if I have medical questions?**

The New Jersey Department of Health has established a hotline (800-222-1222) to answer questions about COVID-19. Operated by the Poison Information and Education System, the 24-hour public hotline is staffed with trained healthcare professionals and can accommodate callers in multiple languages. The [New Jersey Department of Health Local Public Health Directory](http://www.state.nj.us/health/lh/community/) (<https://www.state.nj.us/health/lh/community/>) lists all local health departments in the state.

We ask for your patience and understanding in this evolving situation, and commit to regular communication. Please contact your child's teacher or school leader with any questions. During this unprecedented pandemic, we want you to know that the KIPP Newark family is here to support our students even when they are not within the walls of our building.

All the best,

Ms. Belcher  
Executive Director, KIPP Newark

Estimadas familias de KIPP Newark:

Reconocemos que muchos de nuestros estudiantes, familias y personal están preocupados por la situación de COVID-19. En el mejor interés de la salud y la seguridad de nuestros estudiantes, el personal y la comunidad inmunocomprometida, hemos decidido cerrar todas las escuelas de KIPP Newark como método de precaución para ayudar a prevenir la propagación de COVID-19. Como compartimos hoy, todas las escuelas de KIPP Newark estarán cerradas a partir de mañana hasta el viernes 27 de marzo con un regreso el lunes 30 de marzo de 2020.

## Detalles del cierre de la escuela

Este cierre afecta a toda la programación en la escuela, incluyendo las actividades antes y después de la escuela, todas las prácticas y competencias deportivas y extracurriculares, y los eventos de fin de semana. Queremos enfatizar que ningún estudiante o personal de KIPP Newark ha dado positivo por COVID-19. Entendemos que el cierre de escuelas puede ser perjudicial y costoso para las familias. Queremos hacer nuestra parte para asegurarnos de proteger al público y mitigar la propagación comunitaria de enfermedades infecciosas. Este cierre nos permitirá limpiar a fondo y desinfectar nuestras escuelas. Monitoreamos el avance del coronavirus y anunciaremos noticias que nos llegue de organizaciones de salud pública que con usted.

## El equipo y la familia de KIPP Newark

Nos tomamos en serio el impacto de cerrar nuestras escuelas, y queremos que sepa que seguimos comprometidos con nuestro equipo y nuestra familia, aunque no estemos operando dentro de las paredes de la escuela. Tenga en cuenta que los maestros y líderes de su hijo/a seguirán trabajando de forma remota, aquí para apoyarlo a usted y a su familia en estos tiempos inciertos.

## Aprendizaje remoto: paquetes de trabajo/tarea para estudiantes

Tenemos un plan para continuar con la instrucción académica rigurosa para nuestros estudiantes mientras están en casa. Cada estudiante recibirá un paquete de material alineado con su nivel de grado y materias. Cada paquete incluye una página de resumen que indica en qué deberían estar trabajando en casa cada día durante las próximas dos semanas. **Por favor,**

**haga lo posible por recoger el paquete de su hijo/a el jueves 19 de marzo. Esto asegurará que sigan creciendo su cerebro mientras estemos fuera de la escuela. Este paquete será fundamental para las notas académicas de su hijo/a y el registro de asistencia durante nuestro cierre.**

Las familias pueden obtener los paquetes académicos de los estudiantes en una de tres maneras:

1. Todas las familias pueden recoger los paquetes de aprendizaje remoto de sus hijos de **10:30 a.m. a 7:30 p.m. el jueves 19 de marzo en NCA (129 Littleton Ave)**. Nuestro equipo de liderazgo regional de KIPP Newark estarán en NCA para distribuir paquetes y responder cualquier pregunta que las familias puedan tener.
2. Hemos publicado todas las materias en nuestra página web de Aprendizaje Remoto: [www.kippnj.org/remotelearning](http://www.kippnj.org/remotelearning). Puedes visitar esta página de web de inmediato si desea que su hijo/a comience a trabajar.
3. En el raro caso de que no pueda recoger el paquete de su hijo/a el jueves, se enviará por correo directamente a la casa de cada estudiante.

Lo siguiente explica como las tareas de aprendizaje remoto influirán las notas académicas de su estudiante, después de la reapertura de la escuela:

1. Los estudiantes de **primaria (grados 1 al 4)** recibirán notas por completar las tareas en total.
2. Los estudiantes en **grados 5 al 8** recibirán notas en la categoría de Evaluación Formativa para cada curso en el que estén matriculados.
3. Los estudiantes de **secundaria (9 al 12)** recibirán notas en la categoría de Tarea en cada curso en el que estén matriculados.

Como siempre, le recomendamos a su hijo/a que mantenga comunicación con sus maestros/as para obtener ayuda con estas tareas de aprendizaje remoto durante el horario escolar. Nuestros maestros/as permanecerán en contacto regular con los estudiantes mientras nuestras escuelas estén cerradas, y pueden esperar respuestas de los maestros/as de su hijo/a en menos

de 24 horas. Nuestros maestros/as también se comunicarán con usted aproximadamente una vez por semana, para asegurarse de que usted y su familia estén bien.

Nuestros trabajadores sociales y psicólogos también seguirán brindando servicios a los estudiantes de forma remota.

En el caso de que nuestras escuelas permanezcan cerradas por más de un período de dos semanas, nos aseguraremos de mantenerlo al tanto de las continuas expectativas de aprendizaje remoto para los estudiantes mientras están en casa por correo electrónico, teléfono y a través de la página web de Aprendizaje Remoto indicado anteriormente.

## Nutrición

Sabemos que para muchas familias, la escuela es el lugar principal donde los niños reciben comidas durante el día y continuaremos cubriendo esa necesidad aunque la escuela este cerrada. Estamos trabajando para finalizar esos detalles y comunicaremos los detalles lo antes posible.

## Consejos: Prevención de la propagación de COVID-19

Para muchos estudiantes, el cierre de las escuelas puede generar ansiedad sobre la propagación de COVID-19. Recomendamos que mantengan un balance entre responder preguntas y no compartir demasiada información para evitar crear una alarma adicional. Es importante modelar la calma al hablar sobre el virus a sus hijos y limitar el acceso a las noticias. Tenemos recursos adicionales para analizar COVID-19 con su hijo/a en nuestra página web en [KIPPNJ.org/coronavirusupdates](http://KIPPNJ.org/coronavirusupdates). Por favor, recuerde cuidarse también. Este artículo puede ser útil durante este momento estresante: [knj.news/ParentingDuringCOVID19](http://knj.news/ParentingDuringCOVID19)

## Los estudiantes y las familias deben continuar tomando medidas para evitar infecciones:

1. Lávese las manos con frecuencia usando un desinfectante para manos a base de alcohol o agua y jabón (por al menos 20 segundos);
2. Evite tocarse los ojos, la nariz o la boca con las manos sin lavar;
3. Evite el contacto cercano con cualquier persona enferma

4. Evite las reuniones de grupos grandes tanto como sea posible.

Cualquier persona con síntomas similares al virus debe ser revisada de inmediato por un proveedor de salud y comunicarse con el departamento de salud local, quien dará consulta sobre los próximos pasos u otras medidas de protección.

### ¿Qué hago si tengo preguntas médicas?

El Departamento de Salud de Nueva Jersey ha establecido una línea directa (800-222-1222) para responder preguntas sobre COVID-19. La línea directa pública estará abierta las 24 horas con profesionales de la salud capacitados que pueden atender a las personas que llaman en varios idiomas. El Directorio de Salud Pública Local del Departamento de Salud de Nueva Jersey (<https://www.state.nj.us/health/lh/community/>) enumera todos los departamentos de salud locales en el estado.

Le pedimos su paciencia y comprensión en esta situación, y nos comprometemos a una comunicación regular. Comuníquese con el maestro/a de su hijo o el líder de la escuela si tiene alguna pregunta. Durante esta pandemia sin precedentes, queremos que sepa que la familia KIPP Newark está aquí para apoyar a nuestros estudiantes aun cuando no están dentro de las paredes de nuestro edificio.

Todo lo mejor,

Ms. Belcher

Directora Ejecutiva, KIPP Newark

March 16, 2020

Dear KIPP Newark Families,

We hope you are staying healthy and safe. Thank you for all that you're doing to support your children during this challenging time. **Before beginning with updates, please know that if your family needs support in any way, we're here to help. Please reply to this email and a KIPP Newark staff member will respond as soon as possible.** We have some updates after our first day of remote learning together, so please read this email carefully.

## PLEASE SEE BELOW FOR THE TOP 5 THINGS YOU NEED TO KNOW TODAY:

**1. School Closure Update:** With the rapid spread of COVID-19 and out of an abundance of caution, we have decided to close our schools for an extended period. Our schools will now be closed through our scheduled Spring Break (April 13-17) and reopening on **Monday, April 20, 2020**. Please note, we are monitoring the situation and may need to extend this closure as things continue to rapidly evolve.

This closure will continue to affect all programming at the school, including before-and after-school activities, all athletic and extracurricular practices and competitions, and weekend events.

**2. If your family needs support, please reply to this email and a staff member will respond as soon as possible. We are a TEAM and family and are here to support you.**

**3. Remote Learning Packets:** Today, Governor Murphy banned all public gatherings of 50 people or more, following guidelines from the CDC. To ensure the safety of our students, families, and staff, the remote learning packet distribution plan has changed. **All remote learning packets will be mailed out to every family this week.** Please expect to receive your child's packet by the end of week. **Please do NOT plan to visit KIPP Newark Collegiate Academy to pick up your child's packet this Thursday.**

You may also access the schoolwork immediately at [www.kippnj.org/remotlearning](http://www.kippnj.org/remotlearning).

**4. Meals are available to all students by visiting the schools listed below. KIPP Newark will also open locations later this week. Stay tuned!**

**5. Check out Newark resources in this community guide which is over 10 pages (and growing)! You will find everything from government information to how to deal with anxiety to working from home to activities for children of all ages...and more. [Click here to access this resource.](#)**

## SCHOOL CLOSURE UPDATE

With the rapid spread of COVID-19, we have decided to close our schools for an extended period. [Our schools will now be closed through our scheduled Spring Break \(April 13-17\) and reopen on Monday, April 20th, 2020.](#) Please note, we are monitoring the situation and may need to extend this closure as things continue to rapidly evolve. As you know, during this time we will be performing deep cleanings and sanitization at our schools.

### How can I pick up my child's packet?

Although we previously stated that families could pick up packets in person on Thursday, [we will now be mailing all packets to all students](#) out of an abundance of caution and in adherence with the new safety guidelines about limiting gatherings of people. We believe packets will arrive to students' homes by Friday. We have also posted all of the printed resources on our Remote Learning website: [www.kippnj.org/remotelarning](http://www.kippnj.org/remotelarning).

We will send updates soon about what remote instruction will look like for the weeks of 3/30 and 4/6.

### Is Spring Break still Spring Break?

Our spring break will still be held the week of 4/13, meaning that students will not be expected to engage in remote instruction that week.

We know that information is moving quickly as we do our best to respond to updated information and guidance from the State of NJ and the CDC. We appreciate everyone's

patience and understanding as we work urgently to ensure your students have what they need. Be safe and stay well, KIPP Newark family! ♥

## UPDATES

Please see [our website](#) for up to date information. Additionally, we have setup a dedicated webpage where we are posting updates: <https://kippnj.org/coronavirusupdates/>. It includes an archive of Family Letters that have been sent to families and will continue to be updated. Please check your email account and/or our website often.

## REMOTE LEARNING RESOURCES & MATERIALS

We have a plan in place for continuing rigorous academic instruction for our students while at home. Each student will receive a packet of material aligned to his or her grade level and subject areas. Each packet includes an Overview Page that indicates what they should be working on at home each day over the next two weeks.

Today, Governor Murphy banned all public gatherings of 50 people or more, following guidelines from the CDC. To ensure the safety of our students, families, and staff, the remote learning packet distribution plan has changed. **All remote learning packets will be mailed out to every family this week.** Please expect to receive your child's packet by the end of week. *Please do **not** plan to visit KIPP Newark Collegiate Academy to pick up your child's packet this Thursday.*

You may also access the schoolwork immediately at [www.kippnj.org/remotelearning](http://www.kippnj.org/remotelearning).

Here's how the remote learning assignments will factor into your student's grades, upon the reopening of school:

- Elementary students will receive grades for completion.
- Middle school students will receive grades in the Formative Assessment category of the gradebook, in each course in which they are enrolled.
- High school students will receive grades in the Homework category of the gradebook, in each course in which they are enrolled.

Your child is always encouraged to reach out to his or her teachers for support with these remote learning assignments during school hours. Our teachers will remain in regular contact with students, even while our schools are closed, and you can expect responses from your child's teachers within 24 hours. Our teachers will also be reaching out to check in on you approximately once a week, to make sure you and your family are doing well.

Additionally, our social workers and psychologists will still be providing services to students remotely.

In the event that our schools remain closed for longer than a two-week period, we will make sure to keep you apprised of continued remote learning expectations for students while they are at home via email, phone, and through the [Remote Learning website](#).

## MEALS

We know that for many families, school is the primary place where children get meals for the day and we will continue to fill that need even if a school closes. We are working on finalizing those details and will communicate updates as soon as possible. In the meantime, here are some resources:

- Newark Board of Education: [Breakfast and Lunch Program Locations](#) (*also listed below*)
- [Community FoodBank of New Jersey](#): Click on Find Food (*pantries are listed by county and city*)
- Coconut Whisk: Business will send a week's worth of pancakes/waffle mixes to families with students on reduced/free lunch plans. Just send a direct message on their [Instagram](#) account.

The Newark Board of Education Breakfast and Lunch Program is available for all students at designated schools from Monday to Friday between the hours of 9:30 am - 11:30 am.

## All locations are listed below:

### Central Ward Locations

Central High School  
246 18th Avenue  
Newark, NJ 07108

Dr. E. Alma Flagg  
150 3rd Street  
Newark, NJ 07107

Quitman Street School  
21 Quitman Street  
Newark, NJ 07103

### East Ward Locations

East Side High School  
238 Van Buren Street  
Newark, NJ 07105

Hawkins Street School  
8 Hawkins Street  
Newark, NJ 07105

South Street School  
44 Hermon Street  
Newark, NJ 07105

### North Ward Locations

First Avenue School  
214 First Avenue  
Newark, NJ 07107

McKinley Elementary School  
1 Colonnade Place  
Newark, NJ 07104

Park Elementary School  
120 Manchester Place  
Newark, NJ 07104

Rafael Hernandez Elementary School  
345 Broadway  
Newark, NJ 07104

### South Ward Locations

Belmont Runyon School  
1 Belmont Runyon Way  
Newark, NJ 07108

George Washington Carver School  
333 Clinton Place  
Newark, NJ 07112

Weequahic High School  
279 Chancellor Avenue  
Newark, NJ 07112

### West Ward Locations

Mount Vernon School  
142 Mount Vernon Place  
Newark, NJ 07106

Speedway Avenue  
701 South Orange Avenue  
Newark, NJ 07106

Thirteenth Avenue School  
359 13th Avenue  
Newark, NJ 07103

## ADDITIONAL RESOURCES

**We know this is an uncertain and scary time for us all. We are staying up to date on how the coronavirus (COVID-19) is impacting individuals and communities around the country, and we are taking actions to keep our families, students, voters, volunteers, and the entire community informed about how to stay safe.**

**We want to share some resources and information for you all. [Click here to learn more.](#)**

Love,

Ms. Belcher

Executive Director, KIPP Newark