



GREEN BROOK ACADEMY

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Your Key To The Future

Proudly Serving The Special Education Community Since 1979

March 16, 2020

To: Roger Jinks, Executive Superintendent
Somerset County Office of Superintendent of Schools

Re: Plans in Preparation for Health-Related School Building Closure

Due to the current guidance from the Department of Education and the NJ Department of Health, Green Brook Academy's current Distance Learning Plan conforms to N.J.A.C. 6A:16-10.1 and includes the following:

- a. Ten days of coursework has been given to each student prepared in a binder for each subject area. ***Materials given will also be appropriate for each students' learning level and needs (per IEP).*** Students will also be provided a Chromebook to access email and online resources as supplements to their learning materials. Additional coursework can/will be provided via email or delivery if needed.
- b. ***Teacher led instruction will be provided via phone conference with each student and/or use of internet and email resources to support each student's understanding and progress of the course materials provided.***
- c. Each students' family was contacted to survey access to online resources. All students do not have access to internet; therefore, binders were created for each individualized student. Chromebooks were provided with the intention for students to use, if appropriate, for supplemental plans. If additional materials are needed, students who do not have internet access will have additional assignment delivered to them either via mail or GBA staff.
- d. Maintain daily records to include delivery of instructional services, contact and student progress.
- e. Each student will be instructed by a certified teacher.
- f. Green Brook Academy will continue to communicate with all parents/caregivers, etc. during this distance learning implementation. We will ensure all parents and students are able to receive communication in their native language either by direct phone contact or email.
- g. Related services: Counseling/Speech services will also continue via phone/internet contact and materials as appropriate and stipulated in each students IEP.
- h. Food services: Green Brook Academy is not a participant in the NJ Dept. of Agriculture Child Nutrition Program; however Green Brook Academy is coordinating with local sending districts to allow eligible students access to their district food program to receive meals. IF eligible students are unable to access their school district services Green Brook Academy may provide (if allowable) gift cards to appropriate vendors with approved nutrition options in a student's geographic location to supplement the provision during this distance learning period.
- i. Overall Demographic profile: All students who attend Green Brook Academy are students with disabilities. Each students' academic plan is driven by their individual IEP goals/objectives.
- j. All scheduled IEP meetings may be conducted via phone/video conference with the GBA school staff, parent, child, CST member and any additional members of the IEP team. Any current re-evaluations scheduled will be determined by the individual districts CST member as to the best method for moving forward with evaluations.
- k. Green Brook Academy will continue to stay in contact with each school district for children we service. If specific school districts are closed and Green Brook Academy is open, we would continue to provide educational distance learning to those students until their district is open. Transportation to/from Green Brook Academy will be determined by the sending school district and Green Brook Academy administration.

To summarize, each of the students we work with are classified and have an IEP which includes instruction and related services. Green Brook Academy's plan will ensure we continue to meet each student's individual needs including individualized academic assignments with direct (phone and internet based) instruction from our

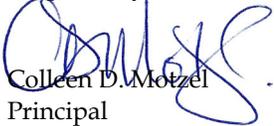
certified teaching staff. In addition, all students will receive their related services as designated in their IEP. Students will be provided with Chromebooks to supplement the work that we will provide. Lastly, this plan will continue to evolve as we are provided additional information and guidance from the State of NJ and the County of Somerset.

Our goal continues to be to meet the needs of each student we service, while providing a safe and judgement free environment conducive for learning whether in our school building or through distance learning opportunities.

Currently, Green Brook Academy continues to sanitize and deep clean all surfaces throughout the school in preparation for future opening. Our school nurse has provided our families with the best prevention measures to reduce the spread of germs and viruses as currently recommended by the CDC. Our nurse also continues to reach out to each student to assess their current health status.

If you have any questions, please don't hesitate to contact me via phone or email. I can be reached at 732.469.8677 x23 or cmotzel@greenbrookacademy.com.

Respectfully submitted,


Colleen D. Motzel
Principal

