

MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS

Office of the Superintendent

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William O. George III, Ed.D., Superintendent of Schools

March 10, 2020

Dear school community,

As we continue to assess the evolving situation related to COVID-19 “Coronavirus,” please be assured that our district is working actively to ensure the safety of students, staff members, and other stakeholders. Comprehensive guidance regarding the district’s contingency plan will be provided in the upcoming days. We are continuously monitoring and following guidance from the CDC, NJ Department of Health, and NJ Department of Education. The NJ Department of Health has shared information on COVID-19 on their [website](#), including the Centers for Disease Control and Prevention [Frequently Asked Questions](#). Our first concern is to keep all school community members safe and students actively learning each day.

In Assistant Superintendent [Mrs. Walker’s March 3rd letter to the school community](#), she has shared the measures the district has taken to educate students, staff and parents on prevention efforts as well as how our custodial staff is sanitizing our buildings. Please note the disinfectant used is effective on coronavirus and other seasonal cold and flu viruses. We have also added the additional step of sanitizing/disinfecting all busses.

Our administrative team has been working collaboratively with the NJ Department of Education to develop an actionable plan. If we are directed to close a school(s) due to coronavirus concerns, we will be prepared to continue to deliver educational instruction, programs and services. In coordination with CDC and Department of Health guidelines, a decision to close a school(s) due to a health related emergency would be announced to the school community via the district website, SchoolMessenger, Twitter, and Facebook.

The district has developed a [survey](#) to gauge WiFi connectivity and access to internet-capable technology in our students’ homes. Responses are due by Wednesday, March 11th. For students who do not have WiFi connectivity and/or access to a non-district internet-capable device, we are working to ensure those needs are met.

WiFi connectivity and access to an internet-capable device is important during a health related emergency closure of a school(s). Communication from the NJ Department of Education expressed an expectation for districts to sustain instruction for an undetermined period of closure. Currently, preparations are being made and training sessions conducted for all certificated K-12 staff members, including child study team members and related services staff, to create Google Classrooms to facilitate and advance instruction and/or communication in a virtual instruction setting.

In the event of a closure of one or more schools during a regularly scheduled school day, our district educators will provide assignments, modified as necessary, in their Google Classrooms that are rooted in the New Jersey Student Learning Standards. Students will be expected to engage with those assignments. Daily class attendance will be monitored by the completion and

submission of those assignments to teachers. Though students may complete daily assignments at any point during the day, their teachers will be available for follow up instruction and remediation, via remote conferencing e.g. Google Hangouts, during regular school hours and scheduled blocks of instruction for middle and high school learners.

Physical materials and resources are being prepared for students to have at home to aid in their instruction and independent work. We advise that students begin transporting important physical materials and resources, including 1:1 Chromebooks, textbooks, core novels, leveled readers, and elementary mathematics workbook pages, to and from school in the case of a mandated closure that is ordered after regular school hours.

Appropriate meetings with Child Study Team members may be conducted virtually, e.g. Google Hangouts. Guidance counselors, student assistance counselors (SACs), elementary SBSSs, and nurses will be available during normal school hours. Interventionists and Gifted & Talented teachers will be available via virtual instruction to provide intervention and instruction. For students receiving related services, online activities will be provided to the extent possible, and missed services will be rescheduled.

While the CDC notes that risk to our community members remains low, we acknowledge how important it is to respond to developments and implement preventative measures. We strongly encourage the school community to follow the [CDC guidelines](#) surrounding COVID-19. These include regular hand washing and sanitizing, flu vaccination, covering your nose and mouth with a tissue when coughing and sneezing, and not touching your face with unwashed or unsanitized hands.

While regular attendance directly impacts student achievement, it is important for parents to keep children home from school if they are ill with symptoms of any communicable disease. If you choose to keep your child home, please notify the school of the presenting symptoms. The staff will document an internal notation for consideration as an administratively excused absence.

Additionally, if a student has recently returned from overseas travel, or has been in contact with someone who is infected or suspected of being infected with the virus, the school's health office should be notified.

Your cooperation during this developing situation is greatly appreciated. More information and instruction will be shared via the district website, SchoolMessenger and social media apps. In the meantime, please visit www.middletonk12.org/Coronavirus to review important information and other resources related to COVID-19 and halting the spread of germs.

Sincerely,



William O. George III, Ed. D.
Superintendent of Schools