



# *Winslow Township School District*

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H. Major Poteat, Ed.D.  
*Superintendent*

July 22, 2020

Dear Parent/Staff Member:

Thank you for completing our surveys. Your responses have enabled the Restart Committees to develop the preliminary plans for school reopening in September 2020.

I would also like to thank all of the parents, teachers, administrators, and Board Members who are working hard to develop our School Reopening Plan. In an effort to keep the community informed of our progress, I would like to give you an update on the recommendations made by each Committee.

**Education Committee** recommends the following:

## **School Models/Options**

- The Committee was presented with five major school options:
  - a. Traditional School Day (No Changes)
  - b. Traditional Day with Social Distancing
  - c. Total Remote Learning
  - d. Hybrid Schedule (AM/PM)
  - e. Alternating Days

After reviewing the challenges for each option, the Committee agreed that a hybrid alternating day schedule was the best option. Therefore, the recommended schedules are:

- a. **Schools No. 1 – Middle School:** Each class will have half of the students attend two consecutive days:
  - i. Group A - Monday and Tuesday
  - ii. Group B - Thursday and Friday
- b. **High School:** Students will be divided into four cohorts and will attend one day per week
- c. **Special Education and ELL:** Students, especially self-contained classes, may attend four days per week, class size permitting
- d. **Wednesday** will be reserved for teacher planning, remote instruction, training, and parent student communication
- e. Where possible, limit student movement (Teachers will move from class to class)
- f. Teachers will be in the schools everyday
- g. Parents who choose to keep their children home, may receive five days of remote instruction (Details available at a later date)

### **Remote Learning**

- On the days when students are not in school, they will have some form of blended learning activities, that may include computer-based and paper-based activities. Computer-based activities, as appropriate, may include prerecorded teacher lessons, or supplemental online programs.

### **Technology**

- All students who request or need technology will be provided a district-owned Chromebook to continue and participate in their learning. The district will also ensure that those families without internet connectivity, will be provided with service.

### **Related Information**

- Social distancing throughout the building, as appropriate
- The use of portable dividers for teachers at the elementary level
- Before and After Care will only be available on the days a student is in school
- Preschool: Due to social distancing, the Preschool classes will be much smaller than in previous years.

***Operations Committee*** (Finances, Transportation, Food Service, and Building Maintenance) recommends the following:

### **Maintenance**

- All buildings will be thoroughly cleaned each day
- Hand sanitizers will be placed in every classroom at Schools No. 1 – No. 6. At the Middle School and High School, 3 (three) hand sanitizing stations will be placed in each hallway (one at each end of the hallway and one in the middle)
- Restrooms will be cleaned every ½ hour on the hour
- High frequency areas or high touch areas will be wiped down frequently
- Hallway water fountains will be turned off and students will be provided with small bottles of water (other options are being considered)
- On Wednesday, when there is no face to face instruction in our schools, the buildings will receive a thorough deep cleaning

### **Transportation**

- Every student will be required to wear a face covering, as well as the Driver and Bus Aides (this requirement can be waived on a case-by-case basis for issues such as students with special needs or medical conditions)
- Students will fill the bus back to front with one student per seat
- Mounted hand sanitizers will be placed on each bus to be used as students enter the bus
- Drivers will have a list of cleaning protocols that must be followed each day
- Students will be picked up at their designated bus stop on the days they are assigned to attend
- Windows will be partially opened to provide ventilation (weather permitting)

### **Food Service**

- Students will receive breakfast and lunch while in school
- Some students will receive their meals in the classroom, cafeteria, or any other designated place in the building
- All meals will be Grab-N-Go or prepackaged (no tray-style lunches will be served)
- Lunch times will be staggered to maintain social distancing (students spaced 6 ft. apart)
- Lunch will be preordered in the AM while students are in homeroom (Elementary)

### **Finances/Budget**

- The following items have been ordered by the district:
  - Personal Protective Equipment (PPE) for staff (gloves, mask)
  - Thermometers for each school nurse
  - Cleaning supplies
  - Wall-mounted hand sanitizers
  - Purchase of Chromebooks for students
  - Classroom supplies to prevent sharing in the classroom
  - Walk-up thermometers have to be ordered
  - Hot-spots for families without internet access have to be ordered

***Policy Committee*** (The development of procedures to be followed throughout the district) recommends the following:

**Face Coverings**

- All staff and students must wear a face covering (a covering of the nose and mouth)
- The district will provide both cloth and disposable masks
- Approved face coverings (disposable masks, cloth masks, neck gaiters, and face shields)
- The district will provide students with both cloth and disposable masks. However, parents may purchase their child a face covering of their choice, according to the district's guidelines. All masks should be a solid color with no writing or designs.
- Staff members must wear a face covering at all times

**Face Covering Requirements**

- Students must wear a face covering at all times in hallways, classroom, etc.
- Students may remove face coverings when:
  - Eating or drinking if seated six feet apart from others
  - Seated a desk or assigned work space at least six feet apart
  - Engage in activities for which maintaining at least six feet apart is assured (face covering break, recess, outdoor, Physical Education)
  - When face coverings are removed, they must be placed below the chin, in a pocket or on the lap
  - Students will be instructed when they can remove their face coverings
  - Face covering breaks should be no longer than 10-15 minutes

**Face Coverings**

<p><b><i>Disposable Surgical Mask</i></b></p>	
<p><b><i>Cloth Mask</i></b></p>	
<p><b><i>Face Shield</i></b> *Face shields are a recommended option for our Special Needs students only.</p>	
<p><b><i>Neck Gaiter</i></b></p>	

### **Temperature Checks**

- Staff temperatures will be checked daily
- Student temperatures will not be checked at school. Parents are asked to self-monitor their child(ren). If your child has a fever of 100.4 degrees he/she must stay home
- Staff or students who are sent home with a fever or have COVID-19 symptoms must receive a medical clearance by a doctor in order to return to work/school
- Isolation Rooms: A room must be identified at each school for students who may have symptoms

### **Visitors to Buildings**

- All parents and visitors must have a scheduled appointment
- All visitors will be temperature screened and sign an acknowledgement that they are COVID-19 symptom free prior to entering the building
- Parents/visitors must wear a mask while in the buildings
- There will be a three-person limit in school lobbies at all times. Hand sanitizer will be available upon entry of schools

### **Instructional Model**

- Parents may choose to receive total remote learning/instruction for their children (Details provided at a later date)

**Marketing Committee** (Communication to parents and community) recommends the following:

- Create a link on the district website for all COVID-19 information
- Translation of all information in Spanish
- Page for Frequently Asked Questions and Answers about school reopening
- Notification signs inside, outside, and floor signs in all buildings about COVID-19 informing parents, students, staff and visitors of the precautionary steps that must be taken to prevent the spread of the virus
- Website Update

- Communication to Parents: Robo Calls, Letters, Emails, Text Messages, District Website, and Facebook page
- Create a list of all Childcare Agencies in Winslow Township and provide this information to parents

**Note:** The following list of Childcare Centers is for informational purposes only. The Winslow Township School District does not endorse these establishments nor will the district pay for childcare services.

**Winslow Township Local Childcare Centers**

- A Pride & Joy, 500 Sicklerville Road, Sicklerville, NJ  
(856) 262-0087
- Bright Beginnings Academy, 616 Sicklerville Road, Sicklerville, NJ  
(856) 875-7588
- Children of America, 60 Kelly Drive, Sicklerville, NJ  
(856) 255-8443
- Christ Care Unit Day Care, 242 Sicklerville Road, Sicklerville, NJ  
(856) 875-1633
- Inquiring Minds, 45 East Taunton Road, Atco, NJ  
(856) 753-0220
- Jump Start Academy, 23 Railroad Avenue, Sicklerville, NJ  
(609) 567-3188
- KidsNet Learning Center, 665 Chews Landing Road, Sicklerville, NJ  
(856) 728-6565
- Kidz Care Family Childcare, 116 Presidential Drive, Sicklerville, NJ  
(609) 992-6801
- Little Cupcake Preschool, 4 Cold Springs Court, Sicklerville, NJ  
(856) 244-1167
- Little Restorer's Learning Center, 403 Andrews Road, Sicklerville, NJ  
(856) 629-8527
- Love2Learn Early Learning Academy, 510 Williamstown Road, Sicklerville, NJ  
(856) 906-8603
- The Thomas Family Daycare, 12 Helmwood Court, Sicklerville, NJ  
(856) 340-4439

\*All centers accepting subsidies from county offices

***Athletic Committee*** recommends the following:

- The school district will follow the NJSIAA guidelines that governs all sports in the State of NJ
- Implement and follow the Phase I Guidelines of the NJSIAA for summer practices
- All outdoor extra-curricular activities (Band, cheerleading, etc.) will also follow the NJSIAA guidelines
- All students must fill out a COVID-19 questionnaire and a parent consent form before participation in any sport or extra-curricular activity
- All physical examinations must be completed by a family physician
- All students must be screened daily before participation (temperature checks)

As we draw closer to our due date, additional details will be developed and our reopening plan will be provided to all parents, four (4) weeks prior to the opening of schools. We will continue to communicate with parents as we get closer to final approval.

Respectfully,

*H. Major Poteat*

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