



Public Schools of Edison Township

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Bernard F. Bragen, Jr., Ed.D.
 Superintendent of Schools

Daniel P. Michaud
 Business Administrator /Board Secretary

March 12, 2020

Dear School Community Members,

Tomorrow our school district will have a single session day for students and a full day for staff. We will use this time to work with our staff members to prepare for the possibility of implementing virtual learning days should the need arise. This preparation will allow the district to transition to a fully online instructional paradigm. In addition, the time will be used by maintenance and custodial staff to enhance our cleaning and sanitization efforts. We continue to urge students and staff to wash their hands and take measures as per [recommendations from the Centers for Disease Control and Prevention \(CDC\)](#).

When considering the need to close schools and move to an online delivery method we will continue to utilize a collaborative approach and work with our community leaders in the areas of Health, Fire, Police, Office of Emergency Management, State Department of Education, Mayor’s Office, and the Board of Education in assessing this need, using the tiered methodology listed below.

EDISON TOWNSHIP PUBLIC SCHOOLS TIERED RESPONSE TO COVID-19

Tier	If...	Then...
1	No reported cases in Edison	<ul style="list-style-type: none"> ● Increase weekend and night time cleaning. ● Daily meetings with central administration. ● Superintendent communication with the community. ● Monitor students and staff with recent travel. ● Quarantine for 14 days those who have been in Warning Level 3 Alert countries as per Centers for Disease Control and Prevention (CDC) Guidelines. ● Remain updated with federal guidelines from the CDC, New Jersey Department of Education (NJDOE), and New Jersey Department of Health (NJDOH.) ● Create a Pandemic Plan and submit to the NJDOE. ● Continue communication with local and state organizations including the Office of Emergency Management (OEM), Police, Fire, Local Department of Health.

EDISON TOWNSHIP PUBLIC SCHOOLS TIERED RESPONSE TO COVID-19 (CONT.)

Nothing Less Than Excellence

Tier	If...	Then...
2	A member of the community has tested positive or presumptive positive but does not have a connection to the school district.	<ul style="list-style-type: none"> ● ALL schools remain open. ● Continue with increased cleaning. ● Schools will continue to plan for remote learning. A one-day single session schedule will be employed to allow teachers to plan. ● All evening events and school events continue. ● Continue to communicate with local authorities to monitor presumptive positive cases. ● Administration meets to discuss and plan the dissemination of learning and communication. ● Survey of families for connectivity for remote learning. ● Contact information for Genesis parent portal data basis to be updated. ● Continue communication with families and community members. ● Continued communication with local and state organizations including the OEM, Police, Fire, Local Department of Health. ● Superintendent communication with the community.
3	A member of the community and/or family member has tested positive or presumptive positive and has had contact with a student or staff member in the Edison Public Schools.	<ul style="list-style-type: none"> ● Close the affected school(s) for one day to sanitize. ● Student(s) or staff members should be quarantined for 14 days and monitored for symptoms. ● Notify local health and government officials. ● School Nurse will monitor symptoms among all staff and students and conduct assessments as needed. ● Continued communication with local and state organizations including the OEM, Police, Fire, Local Department of Health. ● Superintendent communication with the community.
4	A member of the school community (staff or student) has tested positive or presumptive positive in one school	<ul style="list-style-type: none"> ● Close the affected school for a minimum of 14 days. ● Cancel all trips and events for that school. ● Close schools to all outside vendors and organizations. ● Sanitize school. ● Implement a remote learning/homebound instruction plan. ● Continued communication with local and state organizations including the OEM, Police, Fire, Local Department of Health. ● Superintendent communication with the community. ● Staff may be required to report to a district location to plan and stay in contact with students virtually.

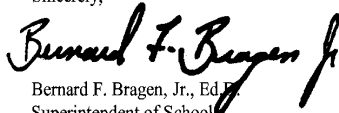
EDISON TOWNSHIP PUBLIC SCHOOLS TIERED RESPONSE TO COVID-19 (CONT.)

Nothing Less Than Excellence

Tier	If...	Then...
5	A member of the school community has tested positive or presumptive positive in several schools	<ul style="list-style-type: none"> ● Close all schools for a minimum of 14 days and implement an online learning/homebound instruction plan. ● Cancel all trips and events for all schools ● Students will receive links to online learning assignments. ● Superintendent will continue to maintain communication with families in order to keep all involved and informed. ● Continued communication with local and state organizations including the OEM, Police, Fire, Local Department of Health. ● Superintendent communication with the community. ● Staff may be required to report to a district location to plan and stay in contact with students virtually.

In summary, tomorrow Friday, March 13, 2020, will be a single session for students and a full day for staff. We continue to remain focused on the health and safety of our staff and students while also providing an optimal educational program. Please check our website regularly for updates.

Sincerely,



Bernard F. Bragen, Jr., Ed.D.
Superintendent of Schools