

# *Moonachie Public Schools*

ROBERT L. CRAIG SCHOOL  
20 WEST PARK STREET  
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER  
Director of Curriculum & Instruction  
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 Ext. 110  
FAX: (201) 641-3723

July 24, 2020

Moonachie Families and Friends -

Thank you all for your patience in receiving notification of what September may look like for our school community. Thank you for the trust you have placed in myself and our leadership team to create a plan to open our school with the central focus of protecting the health and safety of our students, staff, and community, while striving for educational equity and consistency.

Our leadership team has worked tirelessly over the past three-weeks to analyze the "The Road Back" guidelines provided by the Department of Education. Please know that each decision is not taken lightly, however, this is also a brand-new experience for all of us. We were tasked with building a puzzle, without knowledge of what it is supposed to look like, while receiving individual puzzle pieces each day.

We are confident that the plan we have constructed and is awaiting approval, will protect the health and safety of all students and staff, provides flexibility for families, and ensures educational equity for all students of Moonachie.

The full details will be presented once our re-open plan is approved. Additionally, we will host virtual town hall events throughout August for families to ask questions and learn about our plan. We will be putting together instructional videos to help families understand exactly what to expect upon return in September and how to best prepare your child during August.

However, I do feel it is important even though we do not have the full details finalized, to share the most information I can at this time. This information is shared with the hope of providing insight on the direction we are heading, so you can make the best decisions and plans for your family.

## With Regard To Scheduling

The Robert L. Craig School will operate on a normal full-day in-person instructional day for all students, 5-days a week. As required, we will also provide a full-remote-learning option for families to choose.

## With Regard to Social-Distancing

Each classroom is capable of housing each student at the required 6-feet of distance. Classrooms will be organized to maximize space and social distancing.

#### With Regard to Face Coverings

Students will be required to wear face coverings to ride the bus, to enter the building, to walk the hallway, or if moving throughout the classroom (estimated at 10% of day). When a student is at their desk, and therefore socially distant, they will be allowed to remove their face covering (estimated at 90% of day). Staff and teachers are required to wear face coverings at all times.

#### With Regard to Health Screening

We are actively pursuing an Application Based Questionnaire/Survey that parents will be required to complete each morning, checking their student into school and certifying they are symptom free of COVID-19. Upon arrival at school, a staff member will check that this process is complete and also conduct a temperature check. This process is equivalent to all staff members as well.

#### With Regard to Changing Classes

Students will remain with their cohort of students, in their classroom, throughout the entire day. Outdoor instructional opportunities will be encouraged. Specialist teachers will report to the classroom. For middle school, content teachers will report to the classroom.

#### With Regard to Breakfast, Lunch & Recess

Breakfast & Lunch will be served in the classroom, maintaining social distancing. Lunch will be encouraged to be brought from home. If ordering from school, meals will be pre-packaged and students will be served in a non-contact format. Recess will be conducted outdoors, weather permitting. Each individual class will have a designated area of the campus, and cohorts will not be permitted to mix. Physical contact will not be allowed.

#### With Regard to Remote Learning Option

This plan is still being finalized as we are still awaiting the guidelines. At its basic, there will be a Screen & Audio share of each direct instruction (10-15 minutes in the beginning of each lesson) for students at home to see and hear (Synchronous Learning) via Google Meets. This will be Screen Share and Audio feed live from the classroom. Following the direct instruction, Remote Students will be directed to Google Classroom to complete their assignments (Asynchronous Learning), while students in-person will complete the assignments at their desk. Depending on how many families choose this option, there will be purposeful time built in for feedback between the teacher and remote learners. Any student, who is symptomatic or has possible exposure, will be asked to engage in this Remote Learning (if they physically can) option and attendance will count.

#### With Regard to Timeline for Choosing Remote Learning Option

Following the information Town Hall Sessions, we will conduct a survey giving families the option to choose Remote Learning. If a family chooses this option, they must stick to this option for the duration of Phase 1 of our reopen. This cannot be a daily or weekly choice, unless an extenuating circumstance warrants it.

#### With Regard to Experiencing Symptoms or Possible Exposure to COVID-19

Students who are experiencing possible COVID-19 symptoms or have had possible exposure to COVID-19 will be asked to stay home. They will be asked to engage in the Remote learning process for that day, or days, if they are capable. The Remote Learning option will count for attendance purposes if the student is engaged. Students will be permitted to return to school if they are cleared by a doctor and have a doctor's note stating such. This may or may not include a test for COVID-19. If a student is placed on quarantine, the entire family must complete a 14-day quarantine (Remote Learning during such time) before returning to school. Students who test COVID positive may return to school once at least 10-days have passed since positive test, AND they are fever free (without fever reducing medicine) for at least 24 hours AND their symptoms have improved. All students returning to school after exclusion, isolation, quarantine or absence must report to the Nurse before entering their classroom.

#### With Regard to Symptoms at School

We have designed an isolation room in the school. If there is a suspected symptomatic individual during the school day, he/she will be brought to the isolation room and a parent/guardian will be required to pick up the student immediately. The student should follow up with their pediatrician and follow the steps outlined above before returning to school. If there are multiple students in the isolation room, they will be spaced 6 feet apart. The classroom he/she was in will be closed for 48-hours for deep cleaning and sanitation. The health department will be contacted and advise on next steps as per contact tracing and required quarantines. All students returning to school after exclusion, isolation, quarantine or absence must report to the Nurse before entering their classroom.

#### With Regard to Bathrooms and Hand Hygiene

We will have ample hand sanitizer in each classroom. Students will be required to hand sanitize before and after meals, blowing their nose, sneezing, or coughing. There will be set times throughout the day for each class to use the restroom, practicing social distancing, and engage in hand hygiene of washing with soap and water for at least 20-seconds. If students need to use the restroom outside of these set times, accommodations will be made to ensure social distancing while the student leaves their classroom.

#### With Regard to Dismissal

These procedures are still being worked out. Dismissal procedures will be communicated in August.

#### With Regard to YMCA After School Programming

The YMCA After School Programming for Grades 3-8 will be operational. The Program will be following all guidelines required by the school.

#### With Regard to Buses

Transportation is still being finalized. This will be communicated in August. However, we do know that any student on a bus MUST wear face coverings at all times. Once we provide families further guidance, we will conduct an additional survey for Bus Families to 'opt-in' or 'opt-out' of bus service.

With Regard to Social Emotional Learning

Our staff is actively engaged in planning a comprehensive set of training sessions for staff to ensure we are equipped and able to respond appropriately to all social and emotional needs of our students, families, and staff members.

With Regard to Entrance Time

Entrance procedures and times are still being finalized. This will be communicated to families in August.

With Regard to Sanitation and Cleaning Procedures

We are currently creating an increased cleaning and sanitizing protocol for each part of the building, using the CDC recommended products. High touch points (surfaces, light switches, door handles, etc...) will be sanitized each night as well.

With Regard to Sharing of Supplies

Sharing of supplies will be avoided. Students will be asked to bring their own supplies, or if supplies are provided by the school, they will be individually assigned. When unavoidable, the supplies will be sanitized between usage.

With Regard to Sharing of Devices

We are actively assessing our broadband ability and looking to expand our Bring Your Own Device program to provide families the option of sending their own tablet or laptop to school with their student. If school devices are being used and/or shared, they will be sanitized between usage.

While I know this document does not answer most of your questions, I hope it does provide some insight into the direction we are headed as a district and the precautions we are taking. We are looking forward to engaging with every family during the month of August through our Virtual Town Halls and instructional videos.

If you have any specific questions or concerns, please do not hesitate to contact me at the school @ 201-641-5833 or via email at [jknipper@moonachieschool.org](mailto:jknipper@moonachieschool.org). I will return all calls and e-mails within 24-hours of receipt. If I don't have the answer you are looking for based on current guidance, I will do my very best to research it and get back to you in a timely manner.

Again, thank you for your patience and trust. Stay Safe. Stay Healthy. Enjoy the rest of your summer. And Remember...Always Do Your Best, And That You Are Special.

Fondly,



James S. Knipper  
Acting Superintendent/Principal  
Director of Curriculum & Instruction  
Moonachie School District