

WALLINGTON PUBLIC SCHOOLS
“There is Power in Pride”
www.wboe.org

Mr. James J. Albro
Superintendent of Schools
albro@wboe.org

JEFFERSON SCHOOL
32 Pine Street
Wallington, NJ 07057

March 12, 2020

Dear Parents, Guardians, Staff, and Members of the School Community,

The purpose of this correspondence is so that I may communicate some important information to you regarding our Health Related Closure Plan and how it impacts any virtual learning that is to take place. Please note the following information:

HOW SCHOOLS ARE CLOSED DUE TO COVID-19

In order for our schools to be closed due to an outbreak of Coronavirus or any other illness, the Board of Health would need to consult with the district and make a recommendation that our schools be closed. Their recommendation will detail the number of days we need to close, as well as whether we are closed to students and staff or only students. The Board of Health has County, State, and Federal resources available that will advise them as to what needs to be done, and our local jurisdiction would advise us accordingly.

COMMUNICATION WITH FAMILIES/STAFF/COMMUNITY

Direct phone communication may not be possible in all cases. The following will be the district's primary modes of communication:

- School Messenger (Reverse 911) calls and emails
- District Website: www.wboe.org
- District Facebook Page: www.facebook.com/wallingtonps

TEACHING AND LEARNING - VIRTUAL DAYS

- Staff will follow the single session day schedule. Click [HERE](#) for the K-6 schedule. Click [HERE](#) for the 7-12 schedule..

- Teachers are being instructed to engage their students in virtual learning platforms. Google Classroom will be the primary mode of instruction and communication; however, other platforms may be utilized, such as: SmartTech, Think Central, Class Dojo, IXL, Splash Math, Spelling City, Study Island and others depending on a student's grade level.
- Students can access work or lessons from their teachers through Google Classroom and these other applications, they can ask questions of their teachers, and receive feedback on their work as well.
- Students/parents who cannot access assignments and lessons virtually can request hard copy assignments by contacting the building principal.
- Teachers will be available to communicate with students during single session day school hours. Questions can be asked, and feedback provided to assist students.

EXPECTATIONS FOR STUDENTS

- Attendance: Parents should contact their child's school if their child is not participating for the day.
- Students should follow their single session day schedule. K-6 students may access the schedule [HERE](#). 7-12 students may access the schedule [HERE](#).
- Students should consider the importance of virtual learning assignments the same as they would as if they were their normal "in class" assignments.
- Students must work to complete all assignments within the timeframes set by the teacher. Extensions can be granted due to any specific circumstances..
- Students must remain in contact with teachers via email, Google Classroom, or their other platforms while schools are closed.
- Students should submit any hard copy assignments to teachers upon their return to school. All others should be submitted virtually.
- Students who do not have access to any device at home may request use of a chromebook for the time school is closed by emailing your child's name, grade, and school to: chromerequest@wboe.org.
 - Chromebooks will be signed out at the student's school on an "as needed" basis, between the hours of 9:00 am and 12:00 pm. Parents will need to sign for any device that is borrowed.

RELATED SERVICES

Our guidance and counseling staff is available for any student needs or concerns. They can be contacted via email during school hours on any virtual learning day. Counselors will monitor attendance, grades, and emails throughout the length of any virtual instructional period.

Gavlak School: Ms. Radan - radan@wboe.org

Jeff. Annex: Ms. Concha - concha@wboe.org

WHS: Mrs. Machtemes - machtemes@wboe.org
Mrs. Schwartzer - swartzter@wboe.org,
Ms. Soriano - soriano@wboe.org,

Student Assistance: Mrs. Lopes - lopes@wboe.org or Ms. Radan - radan@wboe.org

SACs will make contact via email and/or Google Classroom with students that they are regularly seeing (in groups and individually). They will be available for parent consultation or any issues that may arise during school hours.

Nurses will be available for parent/teacher questions and monitor plans of 504 students and medically fragile students.

Media Specialists will provide resources to teaching staff, and provide assignments through their own google classroom pages. Students/parents can email media specialists for access to resources during single session day school hours.

Mrs. Garey - WHS Media Specialist - garey@wboe.org

Mrs. Failla - Elementary Media Specialist - failla@wboe.org

Speech - Email communication with parents to suggest practice activities for students to maintain skills. Sessions may be compensatory as per IEP. Speech therapists will be available by email to parents/students while they manage their caseloads. Assignment packets will be available for all students, with accompanying videos for students to practice skills.

OT/PT etc - These will be handled as compensatory programming and IEPs may need to be amended to provide adequate services to students.

STUDENTS WITH DISABILITIES

Case managers will be in email contact with any students in their caseload. They will assist teachers in fulfilling IEP requirements as needed. Case managers will continue to work on their current cases, and work to reschedule testing and other scheduled meetings as needed for their current cases.

Dina Mohamed - mohamed@wboe.org

Jessica Lopes - lopes@wboe.org

Krystyna Bijak - bijak@wboe.org

Sara Schneider - schneider@wboe.org

STUDENT LUNCH PROGRAM

At this time the district is not required to provide meals during a COVID-19 closure. However, the district understands the needs of a segment of our population and will work with our food service provider to provide lunches for any student who qualifies for our free/reduced lunch program on days when school is not in session. Lunches will be available on a “grab and go” basis for students or parents to pick up. There will be one location for lunch pick up when schools are closed:

Wallington Jr/Sr High School - Rear Gymnasium Vestibule - 11:00 am to 1:00 pm

We expect that we will be able to set up this program within 48 hours after our schools have been closed, and lunches will be available beginning at that time. As we receive more definitive information on the provision of the free and reduced lunch program we will communicate that to parents and families.

I apologize for the length of this correspondence, but I'm sure you can understand that there is much that needs to be covered in such a unique situation as this. Please keep this correspondence handy in the event you need to reference it and speak with your children about the expectations for virtual learning. Our goal is to keep as much communication open with our families as possible, so that our students can make their best use of these virtual learning days. As this is very new to all of us, there will undoubtedly be changes and updates moving forward. I invite you to be patient as we all work through this together, and continue to communicate with your child's teachers, counselors, and Principal.

Sincerely,



James J. Albro

Superintendent of Schools