



SUMMIT PUBLIC SCHOOLS

Board of Education • 14 Beekman Terrace • Summit New Jersey 07901-1702 • 908-273-3023

Mr. June Chang, Superintendent of Schools

March 11, 2020

To the Summit Public Schools Community:

We want to assure you that the safety and well-being of our students and staff continues to be the top priority at Summit Public Schools. We understand and appreciate community concerns, and the many questions surrounding this unprecedented situation. With this in mind, we have created a FAQ sheet which is intended to provide clarity on the District's preparedness.

Our team has dedicated an immense amount of time, focus, and energy to prepare for the many possibilities surrounding COVID-19. We continue to be in constant contact with local health officials, and are ready to receive further directive from the State. If we are provided with a written directive from the New Jersey Department of Health, we are ready to respond to a prolonged closure with a meaningful instructional plan. According to the New Jersey Department of Health, "based on current information, the immediate health risk from the 2019-nCoV (COVID-19) to the general public in the U.S. is considered low at this time." This is a rapidly evolving situation, and these details are subject to change. We will continue to keep you updated on developing information.

Sincerely,

June Chang
Superintendent of Summit Public Schools

Please find the FAQ below:

What is the District doing?

- Constant contact with the CDC, Department of Health, and New Jersey Department of Education
- Following guidance from previously mentioned agencies
 - NJDOH: "Children should engage in usual preventive actions to avoid infection, including cleaning hands often using soap and water or alcohol-based hand sanitizer, avoiding people who are sick, and staying up to date on vaccinations, including influenza vaccine."
- Proactively created a 14 day instructional plan in the event of a prolonged closure
- Collecting daily absenteeism data and monitoring possible trends, and reporting back to the Board of Health
- Urging staff and students to stay home if they are not feeling well, and to contact their healthcare provider
- Encouraging and educating students on proper hand washing
 - School nurses are diligently working with teachers to provide this information
- Providing hand sanitizer at every building

At what point does Summit Public Schools close?

- According to guidelines from the New Jersey Department of Education, "In the event a board of education is provided a written directive by either the NJDOH or the health officer of the



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jurisdiction to institute a public health-related closure, the board of education may utilize home instruction to provide instructional services to enrolled students.”

How will I be notified of a prolonged closure?

- Honeywell call
- Honeywell email
 - **Please make sure your contact information is current**
- Posted on website
- Post on Facebook

What are the procedures for a prolonged closure?

- The County Health Office must provide the District with a written directive to close
- With a written directive, notification will go out via Honeywell
- Information will also be posted on the District website and social media platforms
- The main entrance of the school buildings will be **open until 8 p.m. on the day of the closure announcement** to allow students time and access to pick up materials and collect paper packets for home instruction, if needed
- After that time, the school buildings will be closed and reentry will not be permitted
- It is difficult to determine at this time exactly how long the district will be closed, but it could be anywhere from two weeks, or more

What is the education plan during a prolonged closure?

- Teachers of students in Grades K-12 have created 14 days of standards-based digital lessons/assignments for math, ELA, science, social studies, World Language, and physical education
- Digital assignments for specials, electives, and cycle classes have also been created where available for online learning
- Assignments will be delivered via Google Classroom
- Paper copies will be available for students who do not have internet access at home
- Teachers will post assignments by the start of the regular school day each day
- Assignments will not require printing or scanning to be submitted
- Students in Grades K-4 will use personal devices from home
- Students in Grades 5-12 will use their District issued Chromebook
 - Students are urged to bring home their Chromebook and charger on a daily basis
- Assignments are expected to be completed on a daily basis
- Students who receive special services, will continue to receive support via Google Classroom
- Teachers will provide feedback/comment periodically during the day

What if the closure is longer than 14 days?

- The District is prepared to extend the educational plan, if advised to do so
- The District will take direction from the NJDOE regarding testing and graduation requirements



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What are the current cleaning protocols for Summit Public Schools?

- The New Jersey Department of Health says “special sanitizing processes beyond routine cleaning is not necessary or recommended to slow the spread of respiratory illness.”
- The District has and will continue to clean on a daily basis
- Practicing aggressive and targeted sanitizing and disinfecting procedures of commonly touched surfaces (door handles, desk tops, etc.)
- Providing additional training for custodians and supervisors

Should I keep my child at home?

- Guidance from the local health department says if children are asymptomatic, they can attend school
- If your child is *not* sick and is *not* showing symptoms of any illnesses, your child should report to school

Can my family travel during Spring Break?

- Traveling is a family decision
- If a family travels to a level 3 area, students will be asked to self-quarantine as per the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

Will field trips continue?

- All trips will be reviewed on a case by case basis
- Decisions are being made on a weekly basis
- All international field trips have been cancelled
- Trips to states that involve large gatherings with confirmed cases of COVID-19 will be cancelled

Will food services be provided to those qualified for free or reduced lunches?

- Yes, qualifying families will receive additional information directly from the District regarding food services, if we are closed for a prolonged period of time

NJDOH: I am feeling stressed about the novel coronavirus and would like to talk with a mental health professional. Who can I call?

- The NJ Department of Human Services operates a toll free “warm line” which is a resource for people seeking mental health service. The warm line is activated during events that impact the mental health of New Jersey residents. The warm line is available 24 hours and has language access; (877) 294-HELP (4357)
- NOTE: The “warm line” does not replace 911 and is not used to report emergencies