

Shrewsbury Borough School

20 Obre Place
Shrewsbury, New Jersey 07702

Brent A. MacConnell
SUPERINTENDENT

(732)747-0882
fax: (732)747-7510

August 3, 2020

Dear Parents & Guardians:

Earlier this month, Governor Murphy announced that each public school district in New Jersey would be responsible for creating and implementing a plan to return to school in September. We have been working continuously with every member of our school community to gather feedback that has been critical to our planning and ultimately to the creation of an SBS Restart and Recovery plan that best meets the needs of our students, parents, and our faculty and staff. Our work is based closely on [The Road Back: Restart and Recovery Plan for Education](#) work with other districts on the Peninsula and in Monmouth County. This letter shall serve as an executive summary of our current planning with the understanding that more changes will follow as the guidance and information for schools changes.

Three Scenarios for SBS Operations:

100% In-Person	Hybrid Model	100% Virtual
<ul style="list-style-type: none">• Students and teachers in-school, full-day bell schedule	<ul style="list-style-type: none">• In-Person: Half-day bell schedule• Remote: Students complete work independently related to in-person learning• Virtual: Small group Google Meets with teachers• 12:30 - 1:30 - Lunch/Recess• 1:30 - 3:00 - Office Hours	<ul style="list-style-type: none">• Students and teachers are in different locations and follow half-day bell schedule for Google Meets• 12:30 - 1:30 - Lunch/Recess• 1:30 - 3:00 - Office Hours

All models follow the 6 day cycle and support continuity of all instruction.
All models prioritize and implement health and safety requirements and precautions.
We expect that at any time we may have to change and implement a different model.

Hybrid Cohort A Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday
In-School SBS 8:30 - 12:30	Remote Learning 8:30 - 12:30	In-School SBS 8:30 - 12:30	Remote Learning 8:30 - 12:30	Virtual Learning 8:30 - 12:30

Hybrid Cohort B Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday
Remote Learning 8:30 - 12:30	In-School SBS 8:30 - 12:30	Remote Learning 8:30 - 12:30	In-School SBS 8:30 - 12:30	Virtual Learning 8:30 - 12:30

**** Schedule subject to change - Additional small group instruction and office hours will be scheduled as needed and held between 1:30 - 3:00 via Google Meet ****

12:30 Bell Schedule:

Homeroom	8:20 - 8:27
Period 1	8:30 - 9:00
Period 2	9:00 - 9:30
Period 3	9:30 - 10:00
Period 4	10:00 - 10:30
Period 5	10:30 - 11:00
Period 6	11:00 - 11:30
Period 7	11:30 - 12:00
Period 8	12:00 - 12:30

Instructional Planning:

- The expectations for the SBS Hybrid, Virtual Instructional Models, and Full-Time Remote Virtual Learning Option have been adjusted to better meet the needs of our students and families. Smaller groups of students afford us the opportunity for intensive instruction each day. By leveraging smaller groups of students, SBS will provide higher quality, more thoughtful, and intensive instruction each and every day with the goal of accelerating progress through the curriculum and to provide a deeper, more thorough learning experience for each individual student.

Instructional Structure:

- Students will have learning materials in hand for in-person, remote, and virtual learning.
- Google Classroom and assignments will be managed and implemented consistently in middle school.
- Elementary students will receive schedules in advance of any virtual learning so they can come to the Google Meet prepared.
- Remote learning will directly correlate with in-person learning. All assignments will be due and utilized the following in-person learning day.

Prevention, Identification, and Isolation of Sick Students and Employees:

- Students and employees will complete an electronic screening tool BEFORE coming to school each day.
- Students and employees will be temperature and symptom screened as they enter the and also screen temperatures of everyone upon entry to the building.
- Anyone exhibiting symptoms will be isolated and sent home immediately.
- SBS will contact the Monmouth County Health Commission #1 for specific guidance and to start the contact tracing process.
- Frequent handwashing and use of hand sanitizer throughout the day.

Masks:

- **Students are required to wear face coverings, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.**
- All employees will wear face coverings throughout the day and throughout the building unless a medical condition prevents the use of a mask.

Social Distancing and Minimizing Exposure:

- All desks in classrooms are spaced 6 feet apart.
- All student desks will be outfitted with plexiglass desk shields.
- Social distancing and visual indicators in hallways and throughout the building.

Operations and Procedures at SBS:

- Use of multiple entrances and exits to minimize student contact.
- Minimizing student hallway movement and staggering class changes.
- No regular lunch service on our 12:30 day schedule.
- Snack determined by classroom teachers as appropriate.

Building Maintenance and Cleaning Procedures:

- Classrooms, bathrooms, and offices cleaned and disinfected throughout the school day and nightly.
- Regular sanitizing and disinfection of all hard, nonporous surfaces and common touch points (e.g. door handles, water fountains, counters) using EPA-approved broadband

Q256 and RX75, hospital grade disinfectants and virucides, UV-C light disinfecting obelisks, and electrostatic sprayers.

- Frequent replacement of all heating and ventilation filters throughout the building.

SBOE Policy #1648 Restart and Recovery Plan

- The Shrewsbury Board of Education will approve SBOE Policy & Procedure #1648 Restart and Recovery Plan as required by the NJDOE. This plan has been developed to be consistent with the requirements in the NJDOE Guidance with consideration to the school district's local needs in order to ensure school(s) in the district reopen safely and are prepared to accommodate students' unique needs during this unprecedented time.

SBOE Policy #1648.02 Remote Learning Options for Families:

- Unconditional Eligibility for Full-Time Remote Learning.
- Special Education services provided to the greatest extent possible.
- Students are eligible to transition from Full-Time Remote Virtual Learning to In-Person Education Program with a written request to Superintendent 15 days before the start of a Marking Period.
- Families/guardians with limited access to equipment or the internet shall inform the Superintendent and district shall make reasonable efforts to support remote instruction by facilitating services and/or equipment.
- Frequent, consistent communication among families, teaching staff members, and administration to ensure that opportunities are readily accessible.

The full SBS Restart and Recovery Plan can be found on the SBS website or by following this link: [SBS Restart and Recovery Plan](#).

We will be sending an email later this week so that families can choose the Remote Learning Option. Based on the responses that we receive, we will begin scheduling and planning for our SBS Hybrid Model so that we can let families know as soon as possible what cohort they are assigned to for September. As I have communicated previously, we will do our very best to adjust the cohorts to best meet the needs of all of our students and families.

Please let me know if you have any questions or concerns at any time.

Very sincerely,

Brent A. MacConnell
Superintendent