



March 26, 2021

Dear Collingswood School Community,

In an effort to provide additional details and clarity, we've updated our phased reopening planning based on the new CDC guidelines released March 19, 2021. Please see the detailed information below:

**District Goal: Return to Full-time In-Person Instruction in September**

Collingswood and Oaklyn Public Schools are balancing the need to make choices informed by the evidence and the demands from our respective school communities. We are actively engaging in a thorough review of what the science tells us while balancing the lived experiences and perspectives of: Teachers, Support Staff, Parents/Caregivers, & Students. Our district goal is to return to full-time in-person instruction in September. The planning for September is a fluid situation and we will continue sharing information with our school community along the way as progress is made.

**Arrival and Dismissal Procedures: Preschool and Elementary (NEW)**

Effective April 19th, we are pushing the arrival time for our PreK-5 students back by fifteen minutes in the morning. Our new arrival times will be 8:45 am - 9:00 am for K-5 students and 9:00 am - 9:15 am for preschool students. During this extended time, we plan to offer additional small group instruction and/or academic support in the areas of reading, writing, and math to all PreK-5 students. This will also provide us with additional time in the morning so we can schedule academic intervention support and various other support services prior to the start of the school day. Should the new arrival times present a hardship for your family, please contact your Building Administrator for additional support.

All Elementary Schools:

- Drop-off: 8:45am - 9:00am: COVID check-in questions will continue to be performed as part of the morning routine at school. Please continue to perform these protocols at home.
- Dismissal: 1:00pm

All Preschool Classes:

- Drop-off: 9:00am - 9:15am: COVID check-in questions will continue to be performed as part of the morning routine. Please continue to perform these protocols at home.
- Dismissal: 1:15pm

**Wednesday Schedule is Changing: Preschool and Elementary (NEW)**

Effective April 19th, we will also be adjusting the Wednesday schedule so that it is an academic day consistent with the regular schedule for the remainder of the week. The instructional day will now take place from 9:00a - 1:00p for elementary students and 9:15a - 1:15p for preschool students. The new Wednesday Schedule is as follows:

- Blue Hybrid (Elementary: 9am - 1pm; Preschool: 9:15am - 1:15pm)
  - Dates: April 28, May 12, May 26
- Gold Hybrid (Elementary: 9am - 1pm; Preschool: 9:15am - 1:15pm)
  - Dates: May 5, May 19, June 9

### Final Opportunity for Remote Learners to Opt-In for Hybrid Learning (NEW)

As our district continues to plan for increased student capacity during the month of April, we would like to provide our families with one final opportunity to revise their choice from fully remote to hybrid. If your family wishes to make this transition, please contact your building secretary no later than **Monday, March 29th at 1:00p**. After this time, our district will assume your family will remain full remote through the end of the school year.

### Phased Mitigation: Expanding Access to In-person Instruction (NEW)

On March 19, 2021 the CDC provided [updated guidance](#) pertinent to the re-opening of K-12 schools. Evidence suggests that many K-12 schools that have strictly implemented prevention strategies have been able to safely open for in-person instruction and remain open. The CDC's updated K-12 operational strategy presents a pathway for schools to provide in-person instruction safely through consistent use of prevention strategies, including universal and correct use of masks and physical distancing.

### Use of Masks

Core principle for masks: Require consistent and correct use of well-fitting face masks with proper filtration by all students, teachers, and staff. Masks should be worn at all times, by all people in school facilities, with certain exceptions for certain people, or for certain settings or activities, such as while eating or drinking. Masks should be required in all classroom and non-classroom settings, including hallways, school offices, restrooms, gyms, auditoriums, etc.

### Physical Distancing (NEW)

Core principle for physical distancing: Establish school policies and implement structural interventions to promote physical distance between people.



## April Goal: Maximize Capacity for In-person Learning in Elementary Schools

### Phased Mitigation: Facilities Considerations (NEW)

Initial classroom assessments were conducted during summer cleaning. Rooms were initially set up to maintain 6 feet of space between students. All rooms were reassessed in late February/early March to determine the numbers of students to be accommodated while adhering to physical distancing guidelines. All classrooms were reassessed this week based on updated CDC recommendations. As a result, classroom capacity may be enhanced. The district is committed to ensuring that all elementary classrooms are set up for maximum occupancy based on current guidelines of 3 feet.

In addition, the district purchased additional COVID related materials with funding provided by the CARES Act. This includes personal protective equipment (PPE), cleaning products, MERV13 air filters and hydroxyl generators (odor filters). Additionally, clear PET-G shields (plexiglass) were purchased and installed on student desks and additional shields have been ordered and will be made available by request for students and staff. Throughout the school day custodial staff will utilize electrostatic sprayers to clean high touch areas and restrooms every 30 mins. All areas are thoroughly cleaned and disinfected on a nightly basis.

### Updated Facilities Guidance (NEW)

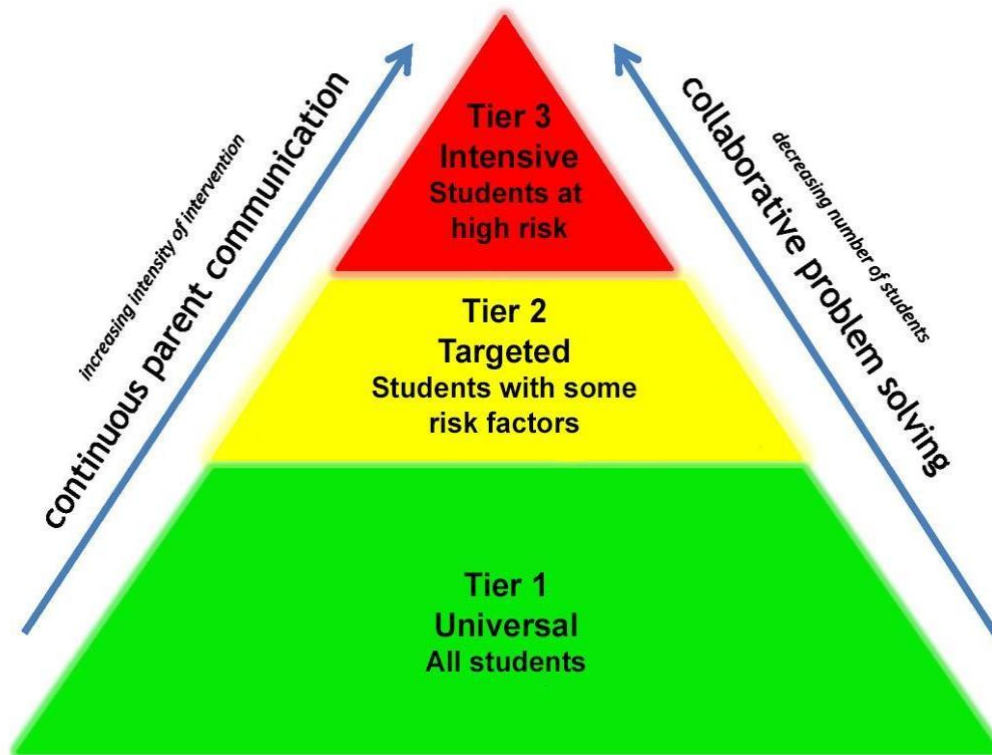
- Between students in classrooms
  - In **elementary schools**, students should be at least 3 feet apart.
  - In areas of high community transmission, **middle and high school** students should be 6 feet apart if cohorting is not possible.
- Maintain 6 feet of distance in the following settings:
  - Between adults (teachers and staff), and between adults and students, at all times in the school building.
  - When masks cannot be worn, such as when eating.
  - During activities when increased exhalation occurs, such as singing, shouting, band, or sports and exercise. Activities should be moved outdoors or to large, well-ventilated space, when possible.
  - In common areas such as school lobbies and auditoriums.
- Use cohorting, and maintain 6 feet of distance between cohorts where possible. Limit contact between cohorts.
- Remove nonessential furniture and make other changes to classroom layouts to maximize distance between students.
- Face desks in the same direction, where possible.

### What does this mean for my child's school?

- There will be an increase in the number of students that can safely be accommodated for in-person instruction.
- Increased access has been determined according to classroom setup, use of existing furniture, maintenance of safety exits, and ADA compliance.
- Buildings & Grounds Staff will complete all previously scheduled project work the week of Spring Break (April 6 - April 9).
- Classrooms will be reconfigured to support more students in-person April 11 - April 13.
- School Buildings will be available for Educators to set up classrooms April 14 - April 15.
- Additional desk shields have been ordered and will be delivered and installed prior to student arrival on April 19.

### Expanding Access: What are the Considerations for Students?

Collingswood and Oaklyn Public Schools will continue to use a Multi-Tiered System of Support (MTSS) approach to identify PreK-12 students who are struggling academically, socially and/or emotionally. Schools will categorize students based on a three-tier system, and refer to this data when recommending students to return for five days of in-person instruction. We plan to extend this offer to as many students as possible in order to fill all available seats.



### What does this mean for my child's school?

The following Multi-Tiered System of Support (MTSS) process will take place at every elementary school:

- Educators, administrators, and other support staff will analyze assessment data and communicate with families in order to gain additional knowledge about the unique needs of all students.
- Students will be placed in a tier (I, II or III) based on the information collected. Students who are making progress in their current learning environment will remain in tier I. Students who are struggling to make progress will be assigned to either tier II or tier III based on their individual needs.
- In order to provide our students in tier II and tier III with the academic interventions and/or support services they need to succeed, we will make every attempt to bring them back to school for five days of in-person instruction starting the week of April 26th.

### Expanding Access: What will be the process for families? (NEW)

Elementary Schools will be contacting families March 26th through April 16th to invite more students to participate at school in-person based on classroom capacity and student need. Please note that the school district will be closed April 2nd - April 9th for Spring Break.

## Expanding Access: What are the changes to the learning schedule? (NEW)

Our elementary instructional model is reflected below with varying times related to developmentally appropriate practices in each grade level. Throughout the day, teachers will guide students through the Gradual Release of Responsibility Model allowing students to receive direct instruction followed by guided and independent practice. Our intended outcomes are to be responsive to the diverse needs of our students.



- **Balanced Literacy Components:**
  - Reading Workshop: 10–15-minute mini lesson with 15-30 minutes of independent practice
  - Writing Workshop: 10–15-minute mini lesson with 15-30 minutes of independent practice
  - Small-Group Instruction: 15-45 minutes daily
  - Word Study: 10–15-minute mini lesson with 15-20 minutes of independent practice
- Math Workshop: 10–15-minute mini lesson with 30-45 minutes of independent practice and small-group instruction
- Social Studies/Science: structured to meet the NJ Student Learning Standards (NJSLS) for elementary
- Special Area Instruction: Our special area teachers will continue to offer enrichment learning activities on Wednesday afternoons. We encourage all families to participate in these activities between the hours of 2:15p and 3:00p on Wednesdays.
- Extended Instructional Support: Classroom Teachers and/or Academic Support Interventionists will offer extended instructional support time on some afternoons to reinforce concepts taught during the school day. Your child's teacher will provide a more specific schedule for these hours.
  - Tuesdays: 2:15p - 3:00p (classroom teachers or academic support)
  - Thursdays: 2:15p - 3:00p (classroom teachers or academic support)