



April 15, 2021

Dear Collingswood School Community,

Welcome Back! Hope you each had a great week Spring Break. With so many changes taking place at this time of year, it is critically important that we take time to reflect on our practices and share with the community. It is also important to hear from and celebrate the efforts of our incredible students and our amazing educators as we finish the year strong.

School Reopening Update

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

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. The majority of the summer will be dedicated to ensuring we achieve this goal.

Arrival and Dismissal Procedures: Preschool and Elementary

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. 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

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

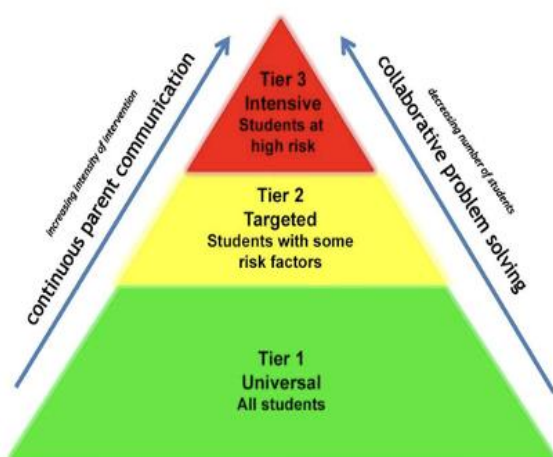
Expanding Access to In-person Instruction: Self-Contained Classrooms Shift from 4-days to 5-days

Students receiving self-contained services have been offered in-person instruction for four days per week since October 2020, in accordance with the phased-in schedule for special education. Students receiving pull-out replacement services were also offered increased in-person instruction. This schedule allows our students with the greatest needs to receive specialized services in a format that works to meet their educational goals. The new schedule will begin the week of **April 19th** for self-contained services and **April 26th** for pull-out replacement services.

Expanding Access to In-person Instruction: What are the Considerations for Students?

Elementary schools (K-5) are focused on expanding access to in-person instruction for the last marking period. Collingswood and Oaklyn Public Schools will continue to use a Multi-Tiered System of Support (MTSS) approach to identify **K-5 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. The district cannot accommodate all requests at this time. We will extend this offer to as many students as possible in order to fill all available seats. Please be advised that capacity will vary from school to school because not all classrooms are equal.

What does this mean for students?



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

- Educators will analyze key 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**.

What will be the process for families?

Elementary Schools continue to contact families to invite more students to participate at school in-person based on classroom capacity and student need. Please be advised that capacity will vary from school to school because not all classrooms are equal.

What about the school buildings?

The district is committed to ensuring that all elementary classrooms are set up for maximum occupancy per CDC guidelines of 3 feet. 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 completed scheduled project work the week of Spring Break (April 5 - April 9). Classrooms were reconfigured to support more students in-person April 11 - April 13. School Buildings were made available for educators to set up classrooms April 14 - April 15. Additional desk shields have been ordered and will be delivered prior to student arrival on April 19.



I HAVE A QUESTION, WHO SHOULD I CONTACT?

In an effort to be responsive to the needs of students and their families, we wanted to provide contact information to the community. Please refer to the list below to address all questions or concerns to the appropriate staff member or administrator.

Teachers: The primary point of contact for questions or concerns related to your child's school is their classroom teacher. Our educators are standing by to address the ongoing learning needs of all students.

Building Principals/Leaders: Please direct unresolved questions or concerns related to your child's school to the appropriate Building Leader.

School	Building Leader	Email	Phone
Collingswood High School	Mr. Matt Genna	mgenna@collsk12.org	856.962.5701
Collingswood Middle School	Dr. Jack McMullin	jmcmullin@collsk12.org	856.962.5702
Garfield Elementary	Mr. Mark Wiltsey	mwiltsey@collsk12.org	856.962.5705
Newbie Elementary	Mr. Steve Smith	ssmith@collsk12.org	856.962.5706
Sharp Elementary	Mr. Doug Newman	dnewman@collsk12.org	856.962.5707
Tatem Elementary	Mr. Brian Kulak	bkulak@collsk12.org	856.962.5704
Zane North Elementary	Mr. Tom Santo	tsanto@collsk12.org	856.962.5703
Oaklyn School	Ms. Jennifer Boulden	jboulden@oaklynschool.org	856.858.0335
Collingswood Preschool/ Early Childhood Center	Ms. Jennifer McPartland	jmcpartland@collsk12.org	856.833.5291

Special Education Services: If your child already has an IEP, please contact your child's Child Study Team Case Manager. If you have questions regarding special education services in the district, please contact Dr. Elizabeth Whitehouse - ewhitehouse@collks12.org.

District Data/ Secondary Curriculum & Instruction: If you have questions regarding the district's data collection practices or Collingswood Middle School and High School curriculum, please contact Mr. Winsor Yamamoto, Chief Performance Officer - wyamamoto@collsk12.org.

Preschool/ Elementary Curriculum & Instruction: If you have questions regarding curriculum and instruction offered at the preschool or elementary level, please contact Ms. Jen McPartland, Supervisor of Preschool and Chief Academic Officer - jmcpartland@collsk12.org.