

March 15, 2020

Dear Teaneck Families & Staff

In an effort to further safeguard the Teaneck community from the spread of the Coronavirus/COVID-19, the Teaneck Township issued Executive Order T2020-01, which was announced during a press conference held this morning.

Per the Executive Order, the Township Manager commented that their "Emergency Declaration" serves to "remind all residents that the self-quarantine recommendation is one that is encouraged, but completely voluntary. Residents are still allowed to travel to and from work. Residents who are able to work remotely from home should avail themselves to this option. The Township's objective during this time is to help flatten the curve of increasing cases of COVID-19 through self-quarantine and social distancing."

The Executive Order includes some significant operational changes made over the past few days including the closing of the Teaneck Public Library until further notice. All public programs, events, and meetings at the Library have been cancelled through the end of March. It also notes that effective Monday, March 16, the Town Municipal Building and The Richard Rodda Center will be closed to the public. Residents have been encouraged to use online services and forms. Staff from both locations will be available during operating hours to provide service to residents and customers by telephone and email. Please also note that all restaurants in Teaneck will be take-out/delivery only until further notice. For more information, please visit the Teaneck Township website: <https://www.teanecknj.gov/>

How does this affect our school district operations moving forward?

- **Effective immediately, our school buildings will remain closed through Friday, March 27, 2020.** This will include all before and afterschool/evening programs. In the highly likely event that we will need to close beyond this date, I will let you know by Thursday of next week.
- **Although previously announced, we are cancelling the Monday option of entering our school buildings.** Our school staff will not report on Monday and will await further instructions from the Superintendent or their immediate supervisor.
- Families in need will still be able to receive a boxed lunch Monday – Friday from 11 am – 1 pm at the Teaneck High School. Look for the "tent area" in the back of the building by the Cranford side. We will follow a drive-through process.
- Beginning Monday (March 16), our District Office located in the Glenpointe will be closed to the public. Although we will be operating from 8:30 am – 3:30 pm Monday through Thursday using very minimal staff, *residents and guests are strongly encouraged to contact the District Office via by phone or email* (contact information for District Administration can be found on our website: <https://www.teaneckschools.org/DistrictAdministration.aspx> - simply click on the actual name. All other district emails are available through our Staff Directory <https://www.teaneckschools.org/StaffDirectory.aspx>.
- **While we are following the advice to practice social distancing, we must remember that our staff are still working and educating our children!**

- Over the next 48 hours, our faculty and support staff will receive a separate email regarding how we will organize virtual meetings to continue to prepare online lesson plans. **Our previously scheduled staff meeting on Thursday, March 19, has been cancelled.**
- Information regarding upcoming Teaneck Board of Education meetings will be released very soon.

I know this is an extremely difficult time. Our families – and our children – are hearing a lot of information; and with such uncertainty of what will come next, anxiety is running very high. We must continue to follow all preventative measures such as washing hands for at least 20 seconds, and staying home if you do not feel well. Still we need to be mindful of helping each other to stay calm, and to do our very best to keep our children focused on learning.

We are a strong community and we will get through this together.

Please stay safe and healthy, and continue to follow our updates on our district website or the district Facebook page (@TeaneckPublicSchoolDistrict).

Sincerely,

Dr. Christopher Irving, Superintendent of Schools