

April 3, 2020

Dear Parents/Guardians, Students and Staff,

The last three weeks have been challenging, exhausting, and extremely informative. This describes what I have heard from many parents, and how our staff – including me – have described our current reality. The good news is that a well-deserved spring break is upon us and when we “return”, we will begin a very different educational approach using Google Classroom.

In my last communication to you, I mentioned that beginning Monday, April 13, we will move to a virtual learning platform with specific class/subject schedules Monday - Thursday. Fridays will be used as a review or testing day. However, next week is also an important week because there will be some informational sessions and opportunities for you to get prepared for our new virtual learning schedule. All of the information that you will need will be posted on our COVID-19 Update section of our website (a [green button](https://www.teaneckschools.org/COVID-19.aspx) on the left hand side of the homepage – <https://www.teaneckschools.org/COVID-19.aspx>). **Please bookmark this page as it will become a very important resource for you as we move forward.**

Here is our go-forward plan:

1. Virtual Learning using Google Classroom (grades 1 – 12) begins Monday, April 13

- a. Start by going to the COVID-19 section and click on the Student Resources tab: <https://www.teaneckschools.org/StudentResources.aspx>. Use the Google Classroom link on that page.
- b. ACCESS CODE: Your child’s teacher will be contacting you with a specific access code to use by the end of day Friday. If you do not receive this access code, please contact your child’s teacher.
- c. CLASS SCHEDULES: A schedule of daily lessons for elementary, middle and high school is now available. Your child’s schedule will be reviewed with you at the Virtual Town Hall Meeting (see below) and can be accessed here: <https://www.teaneckschools.org/StudentResources.aspx>
- d. INTERNET ACCESS: If you do not have internet access at home, please come to our Chromebook Depot (parking lot of Teaneck High School – Cranford Avenue side) next week to request a free “hotspot”.
- e. SPECIAL EDUCATION: The same Google Classroom procedures will apply. Related service providers will be in touch to arrange a mutually convenient time and date within the normal school hours. In the event that you have a question, please contact your child’s case manager, teacher, or service provider.
- f. PRE-K AND KINDERGARTEN: For families with pre-k and kinder children, more information regarding lessons from home will be provided during Principal Abrew-King’s Virtual Parent Town Hall meeting (see more about this below).
- g. Additional resources are available on the Student, Homeschool and Technology tabs including a “Frequently Asked Questions” documents in English and Spanish. Please also visit our Counseling Services tab if needed.

2. **Chromebook Distribution for Grades 1 - 4 (April 6 - 9, 2020)**
 - a. If your grade 1 through 4 child needs a computer, you can receive a Chromebook by coming to Teaneck High School per the schedule noted on the attached "Chromebook-Internet" letter. This letter also includes important information regarding internet security and the availability of free hotspots.
 - b. A "Frequently Asked Questions" document on the use of Chromebooks along with next week's distribution schedule is also available on the COVID-19 section under the Technology Resources tab.

3. **Virtual Town Hall Meetings with School Principals (April 6 - 9, 2020)**
 - a. During spring break week, your school principal will be hosting a Virtual Parent/Guardian Town Hall Meeting. For special education families, the Director of Special Education will also be hosting a Town Hall meeting. In these meetings, they will discuss the next steps and provide an opportunity for you to ask questions. The schedule is available here:
<https://www.teaneckschools.org/Downloads/Virtual%20Town%20Hall%20Schedule%20-%20April%206th.pdf>
 - b. Your principal and the Director of Special Education (for special education families) will send you the information regarding how to log on to this meeting.

It is critical for you to take part in your school's Virtual Town Hall meeting next week and to review the documents posted under the COVID-19 Update section of our website.

I hope you can see that we are working hard to make sure we continue with the education of our children during this challenging time. It will take time for everyone to become adjusted to this new process. We ask for your patience as we continue to fine-tune this process as needed.

Finally, please know that we will continue to serve boxed lunches throughout spring break week at Teaneck High School from 11 am – 1 pm (drive-up on the Cranford Avenue side.)

In closing, we have never experienced a time quite like this before. Let's use the upcoming week to reflect on the blessings in our lives while remembering those who are sick, have died, and all of the healthcare and emergency professionals who are on the front lines trying to keep us all safe. I hope that you enjoy this spring break week and for those who are celebrating, I wish you a good Passover and a happy Easter. Please continue to practice all of the Teaneck Township Health Department guidelines in order to keep everyone safe and healthy – and get ready for "Phase 2" of our learning from home.

Sincerely,

Dr. Christopher Irving, Superintendent of Schools