



**OGDENSBURG BOROUGH BOARD OF EDUCATION**  
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8/18/2020

Ogdensburg Parents,

I hope this finds you and your family well. I know that planning to return to school has not been easy and receiving this letter this late in the summer is not ideal. We are all feeling a great deal of worry and anxiety but please know that whether you are sending your child into school or opting to go with remote instruction, the teachers and I remain focused on protecting your child's health and safety while providing the type of instruction that we are known for.

These are difficult and confusing times. I would like to try to clear up any questions you might have regarding how Ogdensburg will be operating for the Fall of 2020. Governor Murphy has allowed parents the opportunity to opt their children into a remote (virtual) instruction that must be provided by the schools. As with the local school's reopening plans, schools have different ways to provide "virtual instruction." In Ogdensburg we will be "live streaming" the lessons that the teachers are conducting. Teachers will be following an established schedule for all students, whether they are receiving face to face instruction or remote instruction and will have a camera "videoing" each lesson. Students who opt into the remote instruction program will have access to these live lessons through a school provided link. The students in this program will be expected to attend these classes and participate in the instruction just as they would be expected to if they attended face to face instruction. These lessons **will not** be recorded for future viewing and if the students miss any days of remote instruction, they are responsible to make up the lesson missed just as they would if they were attending school.

Students who attend "face to face" instruction will be placed in a Cohort (small group). They will be placed in either Cohort A or Cohort B. **YOUR CHILD'S COHORT CAN BE FOUND BELOW.** Governor Murphy has mandated that **ALL students** must wear masks while they are in school and students **must** maintain the six feet social distancing requirement. These mandates have required us to limit the class size for all grade levels. Cohorts have been determined based upon the amount of students who have indicated that they will be attending face to face instruction.

**Remote learners:** These are the students who will be receiving instruction from home. The students must follow their schedule and remain engaged in the instruction. Recording the live stream is **not allowed** for student protection and confidentiality. A link which will allow students access to the lessons will be provided with their schedule which will be posted to the website. Students only need to log in once in the morning and then again after lunch/recess (unless they lose connection for some reason). The same link can be used daily. If you chose to be remote, your child must remain a remote learner until the end of that specific marking period.

**For Preschool Students:** All PreK students will be in one cohort and will have the ability to come in everyday following an "Early Dismissal" schedule (12:40 dismissal). There will be no lunch or naptime. If lunch is needed from the cafeteria, we will arrange for it to be delivered to the students to be taken home.

If your child is in **Kindergarten to Grade 4**: Your child will also be grouped into a Cohort A and B. Both cohorts will be in school at the same time and following a full day schedule with staggered start times and dismissals. Cohort A will be in the classroom with the regularly assigned teacher while Cohort B will be in another classroom with another staff member. The teacher will be live streaming the lesson into that classroom and the staff member will be assisting the class with the lesson. The next day, Cohort B will be with the assigned teacher and Cohort A will be with the staff member.

For **Grades 5-8**: students in Cohort A will be in school on Monday and Thursdays for full days; Cohort B will be in school Tuesday and Fridays for full days. Both Cohorts in grade 5-8 will be remote on Wednesday. The students will remain in their assigned classrooms during the day and the teachers will be moving from class to class. This satisfies the Governor's recommendation to limit the amount of student exposure within the hallways. Another recommendation was to stagger start/dismissal times to limit the gathering of students. We have also established required entry points for students. Those start times and entry points will be found on your students schedule which will be mailed out shortly.

Parents and guardians of **special education students** will be contacted by their case managers if different plans are needed for those students. Please also feel free to contact the case manager if you have questions.

**Lunch periods** will be staggered and mandatory six feet social distancing will be strictly enforced. All lunches will be individually packaged and handed to the student by the cafeteria staff. The students will not be allowed to touch the payment keypad, this will be solely done by the cashier. It is strongly suggested that students who will be buying lunches establish an online lunch account and pay for lunches electronically. If you wish to set that up, please refer to the website or contact the main office.

**Special classes**, such as Music, Art, World Language and Computers, will be built into the K-4 student's schedule and will be provided remotely for Prek and grades 5-8.

**Cleaning of the Classrooms and School**: Classrooms will be cleaned and sanitized twice a day, once when the students are at lunch and again during the evening. Custodial staff will be cleaning and disinfecting door handles, railings, bathrooms and other high traffic/accessible areas regularly throughout the day. Lunch tables will be disinfected in between every class.

**Temperature checks and sick students**: Students temperatures will be taken everyday as they enter the school. If any student has a temperature of 100 or above, they will be sent to the nurse for further screening. Administration will be conducting random classroom temperature checks during the day as well. Should a student have a fever of 100 or above **OR** two or more COVID-19 symptoms (please see below) they will be sent home from school. Parents will need to pick their child up or send an approved adult within 30 minutes from receiving the call from the school nurse. Please make sure that you have completed all school forms and that you have indicated who you wish to be an alternate to pick your child up in case of an emergency. If your child is not feeling well, please do not send them to school. **It is imperative that students, and faculty, that do not feel well, do not attend school.**

**Ogdensburg School may go remote at anytime**: Besides the chance that the Governor may mandate that we close school for face to face instruction or the Department of Health indicates that we need to go remote for any reason, we may need to call a "remote day" if our nurse is ill

or we have too many teachers out sick and can not conduct classes. Please make arrangements for the possibility that school may go remote on any given day.

**Watch for symptoms:** People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea This list does not include all possible symptoms.

In order to allow for extended professional development for teachers, additional staff training, and new cleaning regimens to begin, **the opening day of school has been moved from September 2nd to Thursday the 3rd. The 3rd and the 4th will be early dismissal days for students.**

#### **Staggered Arrival/ Dismissal Times and Grades:**

	North Parking Lot	Front Right looking at school	Front Left looking at school
8:00	3rd grade	2nd grade	Kindergarten
8:05	4th grade	6th grade	1st grade
8:10	5th grade	8th grade	7th grade

	North Parking Lot	Front Right looking at school	Front Left looking at school
2:45	3rd grade	2nd grade	Kindergarten
2:55	4th grade	6th grade	1st grade
3:00	5th grade	8th grade	7th grade

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