



# MONTCLAIR PUBLIC SCHOOLS

## OFFICE OF THE SUPERINTENDENT

22 VALLEY ROAD ~ MONTCLAIR, NEW JERSEY 07042

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**NATHAN N. PARKER, ED. D.**

*Interim Superintendent of Schools*

June 18, 2020

Dear Families and Caregivers,

In light of Governor Murphy's recent announcement regarding live, in person Extended School Year (ESY), the Department of Pupil Services wanted to provide our students and families with information related to the district's plan for this summer.

Although districts are now allowed to conduct in-person summer programs, the Montclair Public School District will continue to utilize the online platform for the ESY program as planned. In short, our expectation as a department is not to subject our most vulnerable population and staff to any potential dangers related to the coronavirus, particularly since we do not have the appropriate personal protective equipment (PPE) and our buildings are not equipped in a protective manner. In this sense, we believe that our virtual program will meet the needs of our students receiving specialized services to the greatest extent possible.

As such, we have designed a comprehensive program that will address the needs of students' IEPs. To ensure consistent implementation, we have met with ALL of our ESY instructional teachers, related service providers, and paraprofessionals to review the following expectations:

1. Set up and monitor Google Classroom
2. Conduct daily virtual instruction (developmentally appropriate duration).
3. Related service providers will conduct at least one session weekly, via Google Meet.
4. Provide appropriate assignments via Google Classroom daily.
5. Utilize district ESY virtual curriculum (including diagnostics).
6. Provide 1:1 or small group instruction (as needed).
7. Communicate with parents via email/google voice/ google meet (as needed).
8. Attend regularly scheduled virtual staff meetings.
9. Participate in all required professional development.
10. Maintain student attendance in Genesis and contact all students not participating.
11. Provide families information on how to continue using district resources for the remainder of the summer.
12. Paraprofessionals will be responsible for participating in virtual instruction and providing support as directed by the classroom teacher.

Each teacher/provider and paraprofessional will be responsible for the noted expectations as a condition of working in the ESY program this summer. We realize the stress and difficulty both our students and families have encountered with shifting to a virtual platform and do not minimize this reality. We further realize, however, that we do not want to put anyone at risk, and therefore rather err on the side of caution to protect all of our students and staff. To this end, as we move through this unique time in education, the Department of Pupil Services will continue to engage our students and families with frequent communication and updates.

I would like to commend the Pupil Services Office for putting this comprehensive plan together.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Nathan N. Parker".

Dr. Nathan N. Parker  
Interim Superintendent