



Montclair Public Schools
Montclair High School – Compromised Staircases
Timeline of Events
September 17, 2018
Great by Design: We are #MontclairProud!

| Date | Topic | Method Communicated to Stakeholders and Date of Communication |
|---------|--|---|
| 9/7/18 | Notice that a staircase was compromised. | Interim Principal <u>emailed</u> all Montclair High School families on 9/7/18. |
| | Superintendent requested that the district engineer and architect assess the compromised staircase and the other 3 staircases in the original portion of the Main Building. | Did not communicate this request to families. |
| 9/10/18 | <p>Superintendent requested the district engineer and architect memorialize that the 3 staircases in the original portion of the Main Building were cleared for use. The district engineer and architect provided a letter indicating they would not clear the 3 staircases in the original portion of the Main Building.</p> <p style="text-align: center;"><u>The Superintendent’s letter included:</u></p> <ul style="list-style-type: none"> • Assessment of the staircases are underway, • No access to either building would occur, and • Our district architect and Director of Buildings and Grounds would provide an update at the September 17, 2018 Board Meeting. | Superintendent <u>emailed</u> letter of school closing for 9/11/18 to all Montclair Public Schools (MPS) families. A <u>robo call</u> was sent as well. |
| | Director of Buildings and Grounds submitted a request to an environmental engineer to assess if the area slated to be demolished contained asbestos. | |
| 9/11/18 | <p>Superintendent requested an evaluation/assessment of all staircases in the newer portion of the Main Building and the Annex Building before allowing student/staff access. The district engineer and architect provided a letter indicating which areas were cleared for use.</p> <p style="text-align: center;"><u>The Superintendent’s letter included:</u></p> <ul style="list-style-type: none"> • Tentative plan to reopen using a modified facilities utilization plan on September 13, 2018, <ul style="list-style-type: none"> • 2-hour delay for students only, • Annex building was cleared for full use, and • Main Building was not clear for full use. | Superintendent <u>emailed</u> letter of school closing for 9/12/18 to all MPS families. A <u>robo call</u> was sent as well. |

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| 9/12/18 | <p>Superintendent communicated that MHS would reopen on 9/13/18.</p> <p><u>The Superintendent's letter included:</u></p> <ul style="list-style-type: none"> • Areas in the Main Building that were cleared, • Areas in the Annex that were cleared, • Notice that the elevator was working, • A request for parents/guardians to check Genesis for their children's relocation room numbers, and • Notice that we would conduct a structural analysis of each building. | <p>Superintendent <u>emailed</u> letter of school reopening with a 2-hour delay for students only on 9/13/18 to all MPS families. A <u>robo call</u> was sent as well.</p> |
| 9/13/18 | <p>Superintendent communicated an update.</p> <p><u>The Superintendent's letter included:</u></p> <ul style="list-style-type: none"> • The positive synergy from staff and students, • September 14 would be a full, regularly scheduled day, • The presence of the Township's Fire Inspector and • Repeated content from previous communications. | <p>Superintendent <u>emailed</u> a communication regarding plan for 9/14/18.</p> |
| | <p>Superintendent met with Senior Student Government Association (SGA) President and the Student Coalition President. Provided an update on the repairs. Answered questions.</p> | <p>Not communicated to MHS families.</p> |
| 9/14/18 | <p>Two fire drills were completed.</p> | <p>Interim Principal <u>emailed</u> a communication to MHS families.</p> |
| 9/15/18 | <p><u>Sent 10 Most Frequently Asked Questions (FAQs) addressing:</u></p> <ul style="list-style-type: none"> • Number of rooms impacted, • Why so many staircases are unavailable, <ul style="list-style-type: none"> • Asbestos assessment, • Reason for the emergency drills, • Access to lockers on the 2nd and 3rd floors, <ul style="list-style-type: none"> • Temporary classrooms, and • Regular maintenance schedule. | <p>Superintendent <u>emailed</u> a communication to all MPS families and MHS staff.</p> |
| | <p>Superintendent met with Senior Student Government Association (SGA) President and the Student Coalition President. Provided an update on the repairs. Answered questions.</p> | <p>Not communicated to MHS families.</p> |
| | <p>Superintendent and Business Administrator met with the district architects. A formal request for (1) a timeline for each staircase repair, (2) a plan to repair two staircases at a time and (3) a structural analysis of each building.</p> | <p>Not communicated to MHS families.</p> |

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| 9/16/18 | Status of classes assigned to the auditorium and the Little Theater. | Superintendent sent <u>robo call</u> to clarify a response given to question #8 on the FAQs document. Also, the Superintendent sent a notice to the Senior Student Government Association (SGA) President and the Student Coalition President. |
| 9/17/18 | Architects communicated tentative timeline to complete the repair and a structural analysis of each building. | Information will be shared at the 9/17/18 Board Meeting. |

All email communications are posted on the Superintendent's Collaborations and Communications Page:

<http://www.montclair.k12.nj.us/district/superintendent/collaborations-and-communications/>

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