



Florham Park Public Schools

ADMINISTRATIVE OFFICE

P.O. BOX 39 FLORHAM PARK, NJ 07932

973-822-3880

973-822-0867 Superintendent Fax

973-822-0716 Business Office Fax

DR. STEVEN G. CAPONEGRO

Superintendent of Schools

steve.caponegro@fpks.org

JOHN CSATLOS

Business Administrator/

Board Secretary

john.csatlos@fpks.org

October 21, 2020

RE: COVID-19 Travel Ban, Delayed Opening Schedule, Halloween, Upcoming Calendar Events, Etiquette

Dear Florham Park Parents/Guardians and Staff,

As we move forward with our school calendar, please find below important items and reminders:

1. Travel Advisory List (14-day quarantine) - With NJEA Teacher Convention and Thanksgiving approaching, several families have indicated that they may be traveling outside of New Jersey. During this time, though the health department does not recommend unnecessary travel, should you decide to travel outside of NJ to any of the States cited on the [New Jersey's Travel Advisory List \(updated daily\)](#), your family must quarantine for 14-days upon your return to New Jersey. Therefore, please contact the principal to make him/her aware of your travels in order to assist with smoothly transitioning your child to the virtual instructional model during this time of quarantine.

2. Delayed Opening Schedule (2 hour delay)

As we approach the winter months, and though infrequent, we face the possibility of a 2-hour delayed opening due to the weather. The district will continue to enact a 2-hour delay should this occur. As per the NJDOE, the district is not permitted AT THIS TIME to use a delayed opening day as a virtual instructional day for all. Though this would be an ideal option due to our instructional platform, as of now, the NJDOE indicated that this is not an option for districts, but it is currently being discussed by the NJDOE due to this inquiry by multiple districts. Therefore, rather than pushing back the start and end time of the in-person school day, since this would involve providing a lunch period for all students (*one of the higher risk factors associated with COVID-19 and schools, and a practice not recommended by our health officer*), the district will be operating under the delayed opening and early dismissal time frame when a delayed opening is communicated. Please see the sample time schedule below that meets the NJDOE required 4 hours/day of instruction.

○ **Delayed Opening Schedule - Briarwood & Brooklake School (10:30am-12:50pm)**

- 10:30am -12:50pm - Normal instructional model (In-Person or Virtual)
 - Drop-off: 10:15-10:30am
 - Pickup: 12:50pm
 - 40+ minutes of Specials performed outside of school
 - 60 minutes of additional assignments performed outside of school
 - Google classroom assignment, IXL, reading, etc.

○ **Delayed Opening Schedule - Ridgedale School (9:40am-12:00pm)**

- 9:40am-12:00pm - Normal instructional model (In-Person or Virtual)
 - Drop-off: 9:20-9:40am
 - Pickup: 12:00pm
 - 40+ minutes of Encore performed outside of school
 - 60 minutes of additional assignments performed outside of school
 - Google classroom assignment, IXL, reading, etc.

3. Halloween Safety Links - The Center for Disease Control and Prevention (CDC)

- [Trick or Treating and Other Halloween Activities](#)
- [Steps to Take When Trick or Treating](#)
- [Steps to Take for Other Halloween Activities](#)

4. Virtual Parent/Teacher Conferences (Nov. 9-11)

Parent/Teacher Conferences will be taking place virtually this year. You will be receiving information shortly regarding available time slots to choose from.

5. Weather/Temperature

Though our buildings and classrooms are appropriately heated, as per the recommendation of our health department, the interior doors will remain open during this time to further increase circulation. By doing so, and though unlikely, heat may be lost in the classroom. Therefore, as the temperature begins to cool, please dress your child accordingly and in layers.

6. COVID Contact Tracing

It has been reported that the majority of COVID spreading in our region has not been due to school operations, but due to activities taking place outside of schools (gatherings, etc.). Therefore, and it cannot be reiterated enough, please continue to exercise caution, practice social distancing and remain vigilant in our attempt to keep classes/grades/schools open for an in-person educational model that students deserve.

7. COVID-19 Testing & District Protocols/Best Practices - District Communication

This is a reminder of the communication that was sent on October 12, 2020 with helpful information. ([LINK](#))

8. COVID-19 Positive - Etiquette

Should a student or any member in our school district or community test positive for COVID-19 (or any illness), we would expect that all in our wonderful community continue to act in a compassionate and respectful manner. The district will be having these meaningful discussions with our students, but we would appreciate the assistance of our supportive parents to also have these critical conversations with your child(ren) and continue to monitor their interactions, especially via social media, to ensure that our children learn about and display empathy during these trying times.

Though our current situation is far from ideal, our district is performing very well during this time. This is a credit to all involved. As we are aware, Florham Park is not immune to COVID-19, and we must continue to adhere to social distancing guidelines and best practices.

In closing, I could not be more proud to be your Superintendent and work in this incredible district and community. Not many districts and communities could do what we have done and continue to do. We will get through this together!

Sincerely,

Steven Caponegro

Dr. Steven Caponegro

“Listen with curiosity. Speak with honesty. Act with integrity. The greatest problem with communication is we don’t listen to understand. We listen to reply. When we listen with curiosity, we don’t listen with the intent to reply. We listen for what’s behind the words.”

— Roy T. Bennett

cc: Mr. Thomas Cantisano, Florham Park Health Officer