



Chris Argenziano
Principal

ROXBURY TOWNSHIP PUBLIC SCHOOLS
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Brian Hamer
Asst. Principal

October 19, 2020

Dear Parents and Guardians,

As our Superintendent, Ms. Radulic, has announced, the Roxbury School District will be transitioning to Phase II of our plan for returning students back to school. This plan means that Lincoln Roosevelt School will have all in-person students attend school Tuesdays through Fridays from 8:40am until 12:40pm. Mondays will remain a virtual day for all students and teachers until the new calendar year begins. While many of us are excited about this new format, it does not come without changes for our schools. As parents complete the questionnaire found in the [Genesis Parent Portal](#), titled Phase II Questionnaire (found under “forms”), the school will be gathering information and determining its next steps. The potential changes to our school day are detailed below.

Scheduling Changes:

The overall schedule may require the following measures to be taken:

- Alterations to teacher assignments for both In-person and Virtual Students
- Revisions to students’ schedules for both In-person and Virtual Students

In order to maintain an environment that yields to social distancing, classroom rosters will have to be reviewed to evenly spread students throughout classrooms. As I have in the past, I ask for your cooperation during this time. Our school will be tasked with providing the safest and healthiest environment as possible for our students and staff.

Classroom Changes:

In preparation for this shift, we have completed room measurements and removed nonessential furniture to continue to ensure spacing which promotes safety and health. In addition, our school is continuing the safety protocols which have been in place, including monitoring the daily health

screenings through the rSchool App, wearing mandatory facemasks, encouraging social distancing, maintaining sanitizing measures, and promoting handwashing. While 6th grade locker usage is not part of the initial shift into Phase II, this topic will be revisited after the Thanksgiving break and further communication will be provided.

Special Services:

All students with an Individualized Education Plan (IEP) will be receiving instruction either in-person four days per week on the shortened building schedule or full virtual instruction. Students in in-class resource (ICR), out-of-class resource (OCR) and/or general education settings will receive in-person instruction in accordance with the services outlined in each child's specific IEP. Related services (Speech, OT, PT, counseling) will continue to be offered in person or virtually based on the preference shared with specific service providers. If you would like to change the manner in which the service(s) are delivered, please communicate directly with your child's service provider and/or case manager. Please note that any related services that occur in person will likely take place during core content instruction. If you have any questions specific to your child's IEP, please contact your child's case manager or the Office of Special Services at 973-584-4232 x5513.

~Ms. Amy Gallagher, Director of Special Services

Transportation Changes:

Moving into Phase II will bring busing changes for grades K-8. Student ridership will increase to full capacity on the buses in correlation with the student population increasing at the schools. Bus routes will be reorganized with new route information available on November 13, 2020. To ensure the students' health and safety, transportation will continue the following protocols: air purifiers, hand sanitizer, windows open during routes for maximum ventilation, and daily disinfecting of all vehicles. Students will continue to be assigned seats with seating charts on file with School Administrators. Face masks are required by all students and staff.

~ Ms. Janine Byrnes, Director of Transportation

Each step of the preparation for beginning Phase II will be contingent on the health and wellness of our community. The superintendent will communicate on November 11th whether or not the health status of Roxbury safely supports the implementation of Phase II.

If you have any questions or concerns, please feel free to contact the school.

Sincerely,

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end.

Mr. C. Argenziano