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March 9, 2020

Dear Parents/Guardians and School Staff,

The Coronavirus (COVID-19) continues to be a health-related concern across the world. The New Jersey Department of Health, the New Jersey Department of Education, and the local Hunterdon County Department of Health have all encouraged schools to plan and prepare. While the Readington Township Public School District operates as normal, the district has taken steps to plan in the event the Department of Health or a health officer of our jurisdiction institutes a public health-related school closure.

The Commissioner of Education sent out a guidance letter regarding school closures and the continuity of education. The Commissioner's letter calls for the development of a *School Closure Preparedness Plan* that would allow for online home instruction to count toward the 180 school day requirement. The county superintendents met on Friday with the Health Officer from the Hunterdon County Department of Health and began discussing the implementation of such plans. A detailed memo from the Hunterdon County Department of Health dated March 6, 2020 is attached to this email notification informing you of steps taken at our meeting Friday. A follow-up county superintendent meeting is scheduled Wednesday of this week to further discuss and develop a *School Closure Preparedness Plan* that meets the criteria set-forth in the Commissioner's letter.

Our district administrative team then met on Friday afternoon to discuss the implementation of a preparedness plan. While we had proactively been working to plan online instruction for students via our website, Google Apps, and Google Classroom, we have begun to make more detailed, immediate plans. Our administrative team is also providing opportunities for teachers to meet and develop lessons that could occur in a virtual format. We hope that we do not have to implement such plans, but we will ensure the district is prepared.

Finally, various health departments continue to publish detailed information on their websites with regard to COVID-19. Please visit the following links for more information: [Centers for Disease Control \(CDC\)](https://www.cdc.gov), [New Jersey Department of Health \(NJDOH\)](https://www.nj.gov/health), [Hunterdon County Department of Health](https://www.hunterdoncountynj.gov/health). The Hunterdon County Department of Health has also developed a video for members of our community. Please [click here](#) to view the video or visit our district homepage.

The CDC and other health organizations recommend everyday preventative actions to help prevent the spread of disease, including:

- Wash hands frequently with warm, soapy water for at least 20 seconds;
- Avoid close contact with people who are sick;
- Avoid touching your eyes, nose and mouth;
- Stay home when you are sick; keep children home when sick,
- Children should not return to school until they are 24 hours fever free without fever-reducing medication;
- Cover your cough or sneeze with a tissue or your elbow as opposed to hands;
- Clean and disinfect objects regularly.

As mentioned in a previous letter, district protocols continue to provide for enhanced cleaning of school buildings and school buses. School Nurses and administrators are also tracking attendance and student illnesses.

The district is working hard to ensure we continue to provide a safe, healthy environment for students and staff. We do this through our communication with various local and state agencies and will continue to do so in order to have the most up-to-date information. Thank you in advance for your patience and understanding as we navigate this situation and develop preparedness procedures.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Hart".

Jonathan Hart, Ph.D.
Superintendent