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LOWER TOWNSHIP ELEMENTARY SCHOOL DISTRICT
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July 29, 2020

Dear LTES Families,

For the past several weeks our Lower Twp. Elementary Administration, along with our LTES Pandemic Building Teams and our LTES District Pandemic Response Team, have been working on the safest reopening plans for our schools. The information you provided for us was extremely helpful in our decision-making process, however Phase 1 is the safest reopening model for our students, staff and our families.

Phase 1

(Hybrid #1- 50% of students in school daily, schools will follow an early dismissal schedule).

Breakfast and snacks will be provided for all students. School lunch will be available in grades 1-6 to take home at dismissal. PK and K will eat lunch in school.

Students are assigned the same homeroom teacher for in-person and remote/virtual instruction. Each teacher will have a Group A and Group B. *Accommodations will be made for families requesting multiple children in one household attend in-person on the same days.*

	Group A	Group B
Monday	In-person	Remote
Tuesday	In-person	Remote
Wednesday	Virtual	Virtual
Thursday	Remote	In-person
Friday	Remote	In-person

We will monitor positive COVID-19 cases in our district to include staff, students and families. COVID-19 data from the state, county and township will be reviewed on a weekly basis. The CMC Department of Health, Office of Emergency Management, and our County Educational Officials will communicate updates to inform our next steps in reopening. We will continue to analyze logistical issues as we plan our next phase of reopening. The District Pandemic Response Team will be involved in all possible reopening scenarios.

Anticipated reopening phases:

Phase 2

Same hybrid model as Phase 1. Schools will follow a regular dismissal schedule.

Phase 3

(Hybrid #2 - 50% of students in school daily)

Group A and B students from Phase 1 and 2 will now attend school on the same two days with their homeroom teacher. These same groups of students will receive virtual instruction at home with the same homeroom teacher on the other three days. The grade level classroom teachers will be divided in half (Teacher A/Teacher B.)

	Teacher A	Teacher B
Monday	In-person	Virtual
Tuesday	In-person	Virtual
Wednesday	Virtual	Virtual
Thursday	Virtual	In-person
Friday	Virtual	In-person

Phase 4

(100% of students in school daily) 4 days in-person, regular schedule. Wednesday- virtual learning.

Phase 5

Return to normal: all students attend school, in-person, 5 days/week.

The Reopening plan will, out of necessity, be fluid. Modes of instruction and attendance patterns may change abruptly. An increase in the number of cases in New Jersey or Cape May County, a spike of illness in Lower Township, or an outbreak of illness among our LTES staff or students may affect our plans. We will prepare for as many options as possible, including following State guidelines for mandatory quarantines for students and families arriving here from other States.

It is extremely important for parents/guardians of Lower Twp Elementary students to submit either an electronic questionnaire (link can be found on our website: www.lowertwpschools.com) or to complete the paper questionnaire included with this letter and drop it off to one of the school offices by Friday, August 7th. Please submit one survey for each child in your household. Your feedback is essential for us to continue developing our reopening plans.

Thank you for your continued support for your schools. We understand this is a difficult decision for every family, however we have been working diligently to continue to create a safe learning environment for our children.

Thank you,

Mr. Samaniego, Superintendent