



July 24, 2020

**2020 ACHIEVERS SCHOOL REOPENING MEMO TO FAMILIES**

Dear Families,

Welcome to the 2020 school year! Thank you for choosing Achievers Early College Prep Charter School. Even though the upcoming school year will be like none we have ever seen before, we know that as a school community, we will conquer these difficult times together. Thank you for choosing us as a partner for your children's success!

As you know, the Governor has asked schools to develop a reopening plan that includes modified, in-person instruction. We have developed a plan that will provide every student with access to modified in-person instruction two days a week starting August 26<sup>th</sup>. Our top priority is the safety of our students and staff, and our planning process is ongoing. Achievers' School Reopening Committee is continuing to formulate a detailed framework for the school year. Here are the dates we expect to welcome each grade level back:

<b>Orientation Week Reopening Schedule</b>
• <b>6th Grade ONLY</b> : August 26, 2020: 7:30 AM-1:00 PM *Lunch will be served
• <b>7th Grade ONLY</b> : August 27, 2020: 7:30 AM-1:00 PM *Lunch will be served
• <b>8th Grade ONLY</b> : August 28, 2020: 7:30 AM-1:00 PM *Lunch will be served

We know there are mixed feelings related to reopening. We thank parents and staff for taking surveys and answering our phone calls as we worked to gather thoughts around our joint return to school and to work. Please know that we approached this plan as thoughtfully as possible. In addition to our family and staff feedback and interviews, we have incorporated guidance from the CDC and the American Academy of Pediatrics (AAP). Underpinning our plan is the guidance released by the New Jersey Department of Education released "[The Road Back](#)," guidance for the reopening of schools, on June 26, 2020. **We plan to share more about our mission, core values, the new hybrid schedule, virtual instruction at home, grading, our new trimester format, advisory, attendance, the STEAM program and highlights about our high school, opening in 2021.** Please see the family orientation calendar below.

**All families (new and returning) MUST register and attend at least one orientation session prior to August 26th.**

<http://www.achieversecp.org> - Main Office: 609-429-0279, 9 AM-4 PM, M-F

<b>Student and Parent Orientation Sessions</b>		
Monday, August 10th	<b>5-6 PM</b> , Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZErde-gqD8iHtBLLeJ08ct_goLM9pGSJjma">https://us02web.zoom.us/meeting/register/tZErde-gqD8iHtBLLeJ08ct_goLM9pGSJjma</a>
Tuesday, August 11th	<b>5-6 PM</b> , Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZEvcmorDkiG9bSIhaakKGcGC9LKCCQ9WSI5">https://us02web.zoom.us/meeting/register/tZEvcmorDkiG9bSIhaakKGcGC9LKCCQ9WSI5</a>
Wednesday, August 12th	<b>12-1 PM</b> Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZEqce-przguE9e7GN0dXweAHKfZcTirQPOk">https://us02web.zoom.us/meeting/register/tZEqce-przguE9e7GN0dXweAHKfZcTirQPOk</a>
Thursday, August 13th	<b>10-11 AM</b> Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZUvd--grDoqGtATTjQ4GrnAOHI7qJpZtCNE">https://us02web.zoom.us/meeting/register/tZUvd--grDoqGtATTjQ4GrnAOHI7qJpZtCNE</a>
Thursday, August 13th	<b>5-6 PM</b> Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZwvfumhqj4tGNYI52v7_4R4YtfhFvi7FQSS">https://us02web.zoom.us/meeting/register/tZwvfumhqj4tGNYI52v7_4R4YtfhFvi7FQSS</a>
Friday, August 14th	<b>5-6 PM</b> Virtual Zoom Meeting	Registration Link: <a href="https://us02web.zoom.us/meeting/register/tZMkfuGhpj0qEtOuFmqKA6JcysUqOQRfCpBI">https://us02web.zoom.us/meeting/register/tZMkfuGhpj0qEtOuFmqKA6JcysUqOQRfCpBI</a>
Friday, August 21	<p><b>*4-5 PM @ 544 Chestnut, Trenton, Nj 08611</b></p> <p><b>*6-7 PM @ 544 Chestnut</b></p>	<p><b>**In Person Orientation** LIMITED SEATING</b> First Come First Serve 45 Attendees each session only <b>*Due to CODID-19 Safety Measure, ONLY one parent and one Achievers student may attend in person; No children under 10, siblings or friends may attend..</b></p> <p><b>4-5:30 PM</b> <a href="https://us02web.zoom.us/meeting/register/tZMrfu2rqzkqGtSSHXdVS4KN1aXFObf8f6jP">https://us02web.zoom.us/meeting/register/tZMrfu2rqzkqGtSSHXdVS4KN1aXFObf8f6jP</a></p> <p><b>6-7.30 PM</b> <a href="https://us02web.zoom.us/meeting/register/tZUqc-ugpjovG9SRcyOsHelzunNo0nwvpO44">https://us02web.zoom.us/meeting/register/tZUqc-ugpjovG9SRcyOsHelzunNo0nwvpO44</a></p>

**Even though this plan represents our latest thinking, we know that it may change in the weeks to come. Every day, we can see that the COVID-19 situation nationwide is continually developing, and these conditions may affect our plans.**

#### **WHAT WE KNOW TODAY**

1. The health and safety of our students and staff is our priority.
2. **COVID-19 policies and decisions are intended to MITIGATE, BUT NOT ELIMINATE risk.** From the AAP, “No single action or set of actions will completely eliminate the risk associated with the virus that causes COVID-19, but implementation of several coordinated interventions can greatly reduce that risk.” We intend to implement those coordinated interventions to help keep your children and our staff safe.
3. We hope that our school community can support the plan that we have developed. With the wide range of feedback and preferences we received, it was clear that there was no single plan that would make everyone happy.

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4. This plan is still subject to approval by the Mercer County Superintendent's Office. We will let you know if any part of this plan requires revision by letter and during the parent orientation.

### WHAT WE ARE PLANNING

Our Hybrid Plan for return includes:

1. The choice of a full remote learning option for children, with 100% remote instruction for families who request it. *\*Families must stay with the remote only option, if selected, until the end of Trimester 1 on November 20, 2020 (pending further guidance and/or COVID-19 developments).*
2. A hybrid schedule, combining in school learning and remote learning experiences.
3. As of today, this plan hybrid schedule is planned to be effective from August to December 2020. If conditions improve and authorizers allow, Achievers will work with stakeholders to return to a traditional five-day a week schedule for all students in January of 2021.

- **Hybrid Learning:** Students will be assigned to a cohort (A Group and B Group), so that only half of our total population of students will be in the school at a time. Students will attend class in the building two (2) days per week and will engage in remote learning 3 days per week.
- **Arrival:** Students and staff will undergo a temperature check and health questions on arrival at school. The School will maintain a separate private area for students and or staff who present with temp over 100.4 or other respiratory symptoms where they will have to wait to return to the bus/car to go home.
- All students and staff must wear a mask and wash/sanitize hands regularly throughout the day
- All students will wash hands for 20 seconds and sanitize hands before entering the classroom.
- **Preliminary Cohort assignments (A or B Group)** and schedules will be shared with all families by Friday, August 7, 2020. *\*This may change slightly, especially for students in Grade 6 after MAP testing. We apologize in advance for any inconvenience.*
- Students will be seated 6 feet apart and will wear their masks during class and all transitions. Where 6 feet cannot be maintained, student desks will be equipped with sneeze shields.
- Food security is of utmost importance. Lunch applications will be due no later than September 8th. Breakfast and lunch will be provided to students in school. **We will make a plan for bulk Grab-and-Go Meals for students on or prior to their remote instruction days.**
- **Attendance:** This will be taken every day. For in-person instruction, students must be in school between 7:30 AM and 7:45 AM on their assigned days. For remote instruction, students must log into their first class by 8 AM AND every other class to receive credit for the day. We will be taking period attendance on virtual days.
- **Early Dismissal:** Parents who will be picking up a child for early release or a medical appointment will be expected to call the front office when they arrive at the school and remain in their vehicle in front of the main office. A staff member will bring the child to the vehicle, check your identification, and assist you in signing out the student. ***There is no dismissal within 30 minutes*** of the end of the school day, and only parents, guardians, or other individuals on the student's contact list, with appropriate identification, will be allowed to leave with the students.

- **Dismissal:** Achievers will run a staggered dismissal for students being picked up per grade level to allow for more social distancing. Walkers will be dismissed from 2.30 PM AFTER student pickups are completed. Please stick to your pick up windows to minimize your child’s exposure to students who are not in their cohort/pods.

<b>Dismissal Schedule</b>
Grade 6 Pickups: 2.10 PM- 2:20 PM
Grade 7 Pickups: 2.20 PM- 2:25 PM
Grade 8 Pickups: 2.25 PM- 2:30 PM
All Walkers (Grades 6, 7, 8): Dismissal at 2.30 PM

*\*Parents will be asked to wait in cars until your child arrives, or talk to a staff member on duty outside to communicate with the indoor dismissal team via walkie talkie if you have questions.*

3. **Programming for Special Education is based on each child’s IEP.** All students in Special Education classes (Empowered Program) will be able to attend school in person four days a week (Monday, Tuesday, Thursday and Friday).

4. Lunch served in school in a socially distanced format, with an expanded grab-n-go menu. ***Parents will not be able to drop off food during the day. Students can bring their own lunches but will not be able to refrigerate or heat their food, so please plan accordingly.***

5. The number of classroom transitions for students will be greatly reduced to minimize contact in the hallways between classes.

**Schedule Considerations and Social Distancing**

We recognize that a modified schedule is a hardship for some families. However, it is not possible to have a full cohort of students in our building at the same time while maintaining safe social distancing. Accommodations will be made for students with certain medical or other conditions, as identified and verified in writing by a treating physician, which preclude the use of masks. We will create additional time during the day to allow for handwashing, mask “breaks,” and physical movement.

**Masks and Face Coverings**

Masks should be solid in color. Please avoid masks with sayings, ski masks, pictures and other graphics. **Bandanas and scarves are not acceptable face coverings.**

**Cleaning, Sanitation and Hygiene**

Enhanced cleaning, sanitizing, and hygiene protocols will be in place in our school. Hand sanitizer will be available in all classrooms and in high traffic common areas. We will routinely clean high traffic areas while taking steps to minimize contact with those areas in the first place.

### Transportation

Transportation is a challenge for a variety of reasons. All students who ride a Trenton Public School bus will be required to wear a face covering/mask from the time they are at the bus stop through the duration of their ride to and from school. If your child will be taking the River Line, NJ Transit, Uber or Taxi, please provide them with a mask and inform them to keep it on throughout their travel.

Regardless of the distance from school to your home, unless your child has an IEP that requires bussing, Trenton Public Schools may not provide bus transportation for students who live a far distance from the school, so please continue to make arrangements to get your child to and from school.

### Health Screenings

We will develop a policy and communicate it to you by August 10th regarding health screenings for students daily. We will require that any child exhibiting symptoms of illness remain at home from school. Those children may join virtual instruction with another if they are well enough to do so. Please have a working thermometer at home to take your child's temperature.

### Contingency Plan if Pandemic Worsens

If, based upon community health and directives from the State of New Jersey, we are unable to offer any in-person instruction, Achievers will implement full virtual at-home instruction that follows a schedule and structure like the above plans. The full virtual instruction plan will include live interaction online between our students and teachers every day.

Our goal is a full, normal return to school. We will move to this goal when the health conditions in the community indicate it is safe for our students and staff to all be together and we receive all necessary approvals to do so. All plans will depend upon input, guidance, and direction from the New Jersey and Mercer County Departments of Health.

### WHAT FAMILIES CAN DO (AND PLAN FOR) NOW

1. Please **practice with wearing your mask for "endurance"** with your children by getting reusable/washable face coverings that your child is comfortable wearing and gradually building up the amount of time they can tolerate wearing them. Ensure you purchase enough appropriate masks. Face shields may be appropriate for those students who have a medical condition or disability that will not allow them to wear a mask. We continue to seek clarification on when a face shield is and is not sufficient. Families should begin identifying the most comfortable face mask options for their children and practice wearing masks, so your children get used to them, **even in the heat**.
2. Please ensure that you have a working **thermometer** in your home, to take your child's temperature. We will communicate additional information in the coming weeks about health and hygiene practices.
3. Please make sure your child has a **backpack and ample pencils and pens** to bring to and from school every day. Students will not be sharing any items such as pencils, art supplies and tissues this year.

Supply lists will be sent to parents by August 10th. If you need assistance getting a backpack, please let us know. Every student will need independent reading. **Parents should send students to school with a book they can bring and read daily by August 26th.** The school will also make e-books available via Get Epic.

**4. Purchase Uniforms, Practice “Cameras On” and Prepare For Virtual Instruction:** We recommend 2 Polos, One Oxford White Top, all black sneakers, a black belt, and the uniform pants- please see our website. Gym tees, sweaters and jackets are recommended for more options as non-Achievers sweaters and jackets cannot be worn within the building). Please be sure to get your students’ uniforms as soon as possible from our vendor, Bits N’ Pieces. An Achievers uniform top, the uniform bottoms and black shoes will be required on in-person school days. On remote days, only the uniform top (white, gray polo, or gym tee) is required with your student’s choice of pants. Cameras must be on during virtual instruction. **Please have your student ready (breakfast eaten, dressed, lighting ready, notebook and pencils out, chromebook charged and plugged in, and camera on) for virtual instruction 30 minutes prior to their first class at 8 AM.**

**5. Cellphones:** Cell phones must be turned off and stored away in their book bags during in-person instruction or the phones will be confiscated and returned to parents at the end of the day. Cell phones should be turned off and remain off during virtual instruction.

**6. Virtual Conduct, Cyber Activity and Cyberbullying:** Achievers ECP takes student conduct seriously and our high expectations will be maintained in the remote environment. Cyber bullying in Google/Zoom chat rooms, Google Meet/Zoom and other school spaces will not be tolerated.

**7. Afterschool Detention and Activities:** This school year, Achievers will NOT be holding any after school detention or offering after school activities. Parents are welcome to reach out to partners (Boys and Girls Club and Catholic Charities) if aftercare is needed. Please call the main office at 609-429-0279.

**8. Get Comfortable Being Digital:** Not only will much of instruction be digital this year, but several other things will shift to digital and remote formats. School announcements and flyers and will be sent via email, Deanslist and the Parent Portal (be sure to register during orientation). Progress reports and report cards will be sent electronically. We will also be introducing Virtual Parent Conferences this Fall.

We know that this is an incredible amount of information to digest. We also understand it can be frustrating that our plans are subject to change. Our full plan will address many other issues and considerations with respect to school routines, instruction and assessment, curricular resources, technology support, health and hygiene practices, and more. ***Once you attend an orientation, you will receive your child’s schedule.***

Again, we’re pleased that you’ve chosen us to partner with you this year. We look forward to shaping plans with your student’s safety and academic success in mind!

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Sincerely,

*Nava Coppin*  
*School Principal*

*Osen Osagie*  
*Co-Director*

*Efe Odeleye*  
*Co-Director*