



HIGHLANDS ELEMENTARY SCHOOL

MR. DANIEL LAYTON . PRINCIPAL

SUSAN E. COMPTON, Ed.D . SUPERINTENDENT

June 8, 2020

Dear Parents/Guardians and Students:

As the 2019-2020 school year comes to an end, we just wanted to express our deepest gratitude for all of the time and effort that you put into making our transition to remote learning smooth and successful for your children. We are extremely proud of our students and teachers for the time and dedication that they put forth to make the best of this difficult situation.

Highlands Elementary is in the beginning stages of developing a plan for the anticipated reopening of school for in person instruction this upcoming September. As we await guidance from the State Government and the NJDOE we are brainstorming ideas for a safe and successful reopening. In an effort to keep you informed and to settle your mind regarding the uncertainty of what September will bring, I wanted to share with you an outline of the steps we will take to work towards creating a reopening plan that is safe and meaningful for all members of our school community. Once we receive specific guidance from the state level regarding regulations and requirements for the reopening of school, we will follow the below steps:

Step 1: Development of a reopening committee that consists of: Superintendent, Principal, Curriculum Director, Supervisor of Special Services, Business Administrator and other pertinent stakeholder members.

Step 2: Distribute electronic surveys to parents and staff to try and incorporate as many perspectives and concerns as possible into our reopening plan.

Step 3: The administration will develop the reopening plan with consideration to survey data and committee input. The plan will consist of updated procedures and protocols for the reopening of in-person instruction and a contingency plan in the event that remote learning is mandated to take place again during the 2020-2021 school year.

Step 4: Submit the final plan to the County Office/State Department and share out with the entire school community via the school website and social media platforms.

Important Dates:

- **June 15:** Virtual 6th Grade Promotion Ceremony will be accessible via the Schools Website and Facebook page at 6:00pm
- **June 16:** Last day of school for students and staff. Report Cards will be released through Genesis Parent Portal by 1:30pm. Please know that the district has moved to a pass/fail grading procedure for the 4th marking period only. These 4th marking period scores are not factored into any student's final grade and does not disqualify them for any end of the year academic awards. All final grades were only calculated using the grades earned in Marking Periods 1 through 3.
- **June 17:** Return of district property, distribution of awards and procurement of student personal belongings (this includes all textbooks, novels, library books, technology and chargers). Please pull up in your car and remain in it. Have all aforementioned items easily accessible in your trunk. We will take



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your items from your trunk and give you your child/children's personal belongings if they had any left at school and any awards they may have earned for the 3rd marking period or for the end of the year.

- **PK & K:** 8:00-9:00am
- **Grades 1 & 2** 9:00-10:00am
- **Grades 3 & 4:** 10:00-11:00am
- **Grades 5 & 6:** 11:00-12:00pm

We are also pleased to announce that your child's iReady access (ELA and Mathematics) will continue uninterrupted throughout this Summer. Although new teacher-led lessons will not be pushed during the Summer, your child's personalized pathway will remain accessible using the same credentials they are using to log in during the remote learning period.

We thank you for your continued support and we wish you all a safe and healthy Summer. We look forward to our anticipated return to school in September.

Sincerely,

Mr. Daniel Layton
Principal

Christina Egan
Director of Curriculum

Sam Angonga
Supervisor of Special Education

Dr. Susan Compton
Superintendent