



Park Elementary

Sylvia Esteves, Principal



August 7, 2020

Dear Parents/Guardians,

I hope this letter finds you and your loved ones in good health. While we continue to face many challenges due to the COVID-19 pandemic and the civil unrest in our country, one important fact remains true--the residents of our great city of Newark are resilient and possess the grit necessary to overcome any and all challenges. I want to take this time to thank all of you for your diligence in supporting the hard work we were able to accomplish together as we transitioned to remote learning. Many of you turned your living rooms into classrooms; and students balanced their school work with their responsibilities from home. This was not an easy task to accomplish; but yet, we were able to rise above those obstacles to ensure students continued to receive the best education possible.

As we begin the 2020-2021 school year, all of our staff here at Park Elementary School, extend a heartfelt welcome to you and your family. We hope that you had an amazing summer and are excited about the start of another productive school year. We have so much to be proud of as a family, staff and community. We have accomplished much during these last few months, and have much more to achieve as we continue to grow our students as innovative thinkers! In terms of reopening our school this year, we will need to have some necessary limitations to protect the health and safety of our students and staff. Below you will find details on what those limitations are and the new procedures/protocols that will be in place. I am certain that with your help and collaboration, we will achieve new levels of success as we continue to shape our students to be future leaders.

Please read the following information carefully:

- **The first day of school is Tuesday, September 8, 2020.**
- **Learning will take place in two formats (five full days a week):**
 - **Remote learning:** This will occur based on parental request and individual student needs. In order to select this option, you must complete the consent form via School Mint/Newark Enrolls website--<https://newarkenrolls.schoolmint.net/signin>).
 - **In-person learning:** There will be a maximum of 10 students per classroom. In order to adhere to State and District guidelines regarding class sizes, when we reach capacity the rest of our students will be placed in remote learning. All students learning in person are required to wear masks. Students may bring bottled water to school daily.
- **The online lunch application system is up. Parents can begin completing the lunch application for the 20/21 SY now by visiting the District's website at <https://www.nps.k12.nj.us>/or [Lunch Application-link](#).**
 - **Note:** It is imperative that all parents/guardians complete a lunch application for his/her child. This applies to all parents, no matter if they receive free lunch or bring lunch from home. Parents--we need your help with this very important task.
- **As information is changing rapidly, we will be scheduling a virtual Q & A session for parents on August 27, 2020 (subject to change based on need). We want to ensure you are fully informed and supported on the reopening process. Please continue to check our [Park Elementary School Website](#) and social media accounts for more information as we will be updating them regularly. Additionally,**



Roger León

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we will post a Q & A survey on our website, where you can post your concerns privately to be addressed.

- **Visitor Policy:** Parents/Visitors will **not** be permitted to enter the school building until further notice. In the event that a parent/guardian needs to pick up their child, we ask that you contact the school ahead of time so that we can facilitate getting the student to the door, where a staff member will greet you and have you sign out the student. Please keep in mind that no student will be released to anyone not listed on the Emergency Contact Form that must be completed and updated on School Mint (see link above). Parents/guardians must also bring a valid ID in order to pick up their child. All parents/guardians must meet these expectations in order for students to be released, as this is a protocol to protect the safety of all students.
- Everyone reporting to the school building and school grounds (this includes student drop off and pick up) is required to wear face covering and follow CDC guidelines for social distancing at all times to protect the safety of everyone. Signage will be displayed around the school to direct the flow of traffic.
- **Shuttle services will no longer be allowed by the State: Hence, students formally using the Stephan Crane, Delavan and Davenport buses will need to walk to school or be dropped off by their parents. We ask families to please plan accordingly.** Drop off and pick up will be conducted throughout the playground, which is located in the back of the school. Entry to the playground will be accessible through Branch Brook parking lot which is adjacent to our school building. Parking is limited so please plan accordingly. All students will line up and enter the school building through the playground.
- Your child's teacher will be in touch with you regarding expectations for her/his classroom. Please ensure you update contact information (email, telephone number, and address) on School Mint/Newark Enrolls website--<https://newarkenrolls.schoolmint.net/signin>)
- **Back to School Night will be conducted virtually this year and it will take place on Thursday, September 24, 2020.** This is your opportunity to meet your child's teachers (virtually), and to learn what their academic curriculum and goals will be for the school year. More information on how this will be carried out is forthcoming.
- **Face Covering and Uniforms are mandatory:** All students reporting to the school building and conducting in-person learning are required to wear a face covering at all times and students must be in uniform every day. Uniform code is as follows:

Shirts/Blouses: Navy Blue Collared Shirt and **Pants/Skirts:** Khaki (Beige)

Shoes: Navy blue, black, or brown in color; **no open heel or toes permitted.** Shoes must be securely fastened. Clogs, flip-flops, and bedroom slippers are not permitted.

- **Physical Education attire: Bottom:** Navy Blue and **Top:** White or Navy Blue

Together, let us create an environment that will allow our children to grow in age, grace and wisdom. Should you have any questions or concerns, please do not hesitate to contact me. The wonderful Park Elementary School staff and I feel privileged to be a part of this school family. We thank you for your continued support and commitment towards your child's education.

Sincerely,

Sylvia Esteves



Roger León

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Principal

Park Elementary Friendly Reminders:

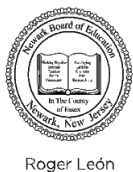
1. The school building will open at 8:25 AM for students. **All entry doors will be closed at 8:35 AM. Students arriving after 8:35 AM must enter the building through the front entrance on Manchester Place for a tardy slip.** Dismissal time for all students is 2:55 PM.
2. Due to Covid 19 regulations students will no longer be allowed to enter the building early on inclement weather days as they are not allowed to congregate in groups larger than 10.
3. **Due to Covid 19 regulations parents and visitors will not be allowed in the building.**
4. **Emergency Pick Up: Anyone picking up a student must have a valid ID and be listed in the Emergency Contact Form.** No one will be permitted to pick up a student without a valid ID or without being listed in the Emergency Contact Form. This is to ensure the safety of all of our students. Please ensure all Emergency Contact Forms, as well as all other required forms are completed on the School Mint website (<https://newarkenrolls.schoolmint.net/signin>).
5. **Shuttle services will no longer be allowed by the State: Hence, students formally using the Stephan Crane, Delavan and Davenport buses will need to walk to school or be dropped off by their parents. We ask families to please plan accordingly.** Drop off and pick up will be conducted throughout the playground, which is located in the back of the school. Entry to the playground will be accessible through the Branch Brook parking lot which is adjacent to our school building. Parking is limited so please plan accordingly. All students will line up and enter the school building through the playground. Please follow appropriate signage.
6. Uniform and cell phone policy will be strictly enforced. Students without uniforms will be sent to the VP's office and parents will be contacted to bring a uniform to school. All cell phones should be turned off at all times when students are on school grounds; otherwise, phones will be confiscated and parents will need to schedule a meeting with the principal and/or VP to pick phones up.

Your assistance is greatly appreciated.

Sincerely,

Sylvia Esteves

Principal



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MEMORANDUM

To: Park Elementary Families

In preparation for the 2020-2021 school year, **all** Newark Board of Education students (grades pre-K-12) are **required** to have a completed lunch application processed. Even if your child does not eat the school lunch, please fill out the application as this helps to support funding for our school.

The collection of lunch applications is a valuable and essential component of the education process to ensure that **all** students receive a nutritious meal daily to support academic achievement.

As such, please be guided by the following lunch application collection process;

- **The application online system for the 2020-2021 school year is now open for parents to register.** All applications must be completed **online**. Parents can access the online application from any computer by going to the Newark Public Schools website: www.nps.k12.nj.us and [Lunch Application Link](#).
- Parents without access to a computer or have any difficulties filling out the lunch application can contact our Parent Liaison, Desire Valentin at 973-508-6263, for assistance.
- Once the application has been completed please provide the school with the confirmation number given.
 - For the month of September only, all students eligible for free or reduced meals in June of the prior year will continue to receive benefits.
 - Please note that effective September 30, 2020, no free meals will be served to ineligible students and students who do not have an approved application on file.
 - Any student who does not have an approved application on file must pay full price (\$2.20) for his/her meal.
- The lunch application process is private, convenient and secure!

Should you have any questions or concerns, please do not hesitate to contact us. We thank you for your continued support and commitment towards your child's education.

Sincerely,

Sylvia Esteves
Principal



Roger León

Park Elementary

Sylvia Esteves, Principal



Letter From Superintendent Roger Leon:

Dear Parents/Guardians:

I hope this letter finds you, your children, and your families in good health and spirits. While the past five months have been filled with uncertainty, we have been preparing for an incredible upcoming school

year. From the global pandemic of COVID-19 to the civil unrest in this nation in pursuit of justice, we will be addressing your children's academic and social emotional needs. In so doing, we will address health and safety concerns regarding the return to in-person instruction, the rigor of remote learning, and

significant curriculum changes in Amistad, Civics, and Black & Latino Studies.

In accordance with requirements of the New Jersey Department of Education, we will be providing a hybrid model of instruction, with both in-person and remote instruction. This way, we will be able to maintain required social distancing in all schools and classes. Some students will attend school in person

full-time, and some will have full-time remote instruction. Both groups of students will be afforded the same quality and scope of instruction and related services. Students in both groups will be required to adhere to length of school day requirements, attendance policies, and all other policies and expectations.

All students will be afforded the opportunity to participate in co-curricular activities, in person or remotely.

In deciding which option to choose, parents and guardians should consider that every student's assignment, in-person or remote, may remain in effect until our hybrid instructional program ends.

Based

on requirements and guidance of state education and health agencies, parents and guardians should be aware that if required, in-person instruction may be temporarily canceled at any time. This cancellation

may apply to the entire school district or specific schools. In these instances, students receiving in-person

instruction will continue their educational program remotely and will be provided with the necessary resources for them to do so.

By August 7th, you will receive a letter from your child's principal with additional guidance specific to

their school. In planning for this school year, we have digitized the annual back-to-school form completion process. You will be required to access these forms prior to the start of the school year in SchoolMint, our digital platform. You will receive log-in credentials by email or text in the coming days,

and this will give you an additional few weeks to complete these forms. If you have your SchoolMint log-in credentials already, you also will be able to access all of these forms in the coming days. In addition to the standard forms, we will include the Full-Time Remote Instruction Consent Form. If you wish to elect full-time remote instruction, please complete and submit that form in SchoolMint no later than August 14. If you have any questions or require technical assistance, please contact your child's



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principal, school counselor, case manager, parent liaison, or any other designated point of contact listed

on the school's website.

Last year, we all learned the importance of being flexible. This year, we will learn the importance of patience, resilience, and confidence. Together, we will make this a great year! We look forward to seeing all the children's faces, in-person and virtually.