



A K – 12 SERVICE LEARNING SCHOOL

July 21, 2020

Dear HCS Community:

The HCS administration has been working over the past weeks to create a plan to reopen school in a way that prioritizes delivering an exceptional, mission-aligned program to our students safely during this pandemic. At tonight's board meeting, I shared with the HCS Board of Trustees the HCS Restart and Recovery Plan. This plan was informed by guidance from numerous federal and state agencies including, but not limited to, the New Jersey Department of Education, the Center for Disease Control and the Department of Health as well as feedback from parents, faculty, staff and community members. Additionally, a Pandemic Response Team comprised of several HCS parents who are medical professionals, the administration and faculty has provided critical feedback around health and safety measures. A Social-Emotional and Community Well-Being Committee comprised of parents, faculty and the administration will continue to provide insight and leadership around community-building during these challenging times and addressing the social-emotional needs of its members. Procedures will likely continue to evolve between today and the reopening of school, but I thought it was important to address some key areas with as much time as possible for our families and staff to plan for September.

Health and Safety

Health and safety protocols are of critical importance now more than ever. We intend to address health and safety via the following outlined below:

Physical Distancing and Student Movement

- Interactions between people will be limited as much as possible with classes running at 50 percent onsite and visitors limited to those who are essential.
- Teachers and staff will travel to classrooms whenever possible instead of student travel so students remain in a consistent classroom when possible.
- Arrival and dismissal times will be staggered and students will be expected to practice physical distancing upon arrival and dismissal.
- Parent events and meetings will be held virtually.

Health Monitoring

- Students and staff members are instructed to stay home when sick.
- Staff and students will have a temperature check upon arrival to school. Any temperature of 100 degrees or higher will result in the staff member being sent home and a student to be sent to an isolation space under the supervision of an adult in PPE until the caretaker can pick up the child.
- Any student exhibiting signs of sickness during the school day will be reported to the school nurse to be screened.
- In the event of a case of COVID-19 found in our community, the school will follow guidance from the Department of Health regarding communication, sanitizing, contact tracing and possible closure.

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- HCS will follow NJ and CDC recommendations when deciding how long those who are exposed to COVID-19 will have to stay home and the implications on sanitizing the facility and determining who else in the school community may need to quarantine. We will have more information to you on this before the start of school.

Physical Space

- Physical distancing will be practiced to the maximum extent possible. When physical distancing is difficult or impossible, HCS will work to use physical barriers such as plexiglass as much as possible to provide additional protection.
- Signage will be found throughout the school facilities to demark six feet, to encourage proper hand and respiratory hygiene and to direct traffic in one direction.
- HCS is reviewing its ventilation to ensure adequacy for operations during the pandemic.

Hygiene and Prevention

- Face coverings will be required for all students, staff and visitors who enter the building unless there is medical documentation to affirm an exemption.
- Hand hygiene and respiratory etiquette will be explicitly taught and reinforced in classrooms.
- Hands-free hand sanitizing stations will be set up around entrance/egress points, throughout the building and at shared contact points.
- Families returning to New Jersey from other states should plan to quarantine if coming from a location that is on New Jersey's list of states requiring a mandatory quarantine. This is required before the start of school and during the school year, or until no longer required by NJ or the City of Hoboken.

Cleaning Protocols

- The facility will be cleaned and disinfected between cohorts and frequently throughout the day in line with recommendations by the CDC.
- Use of shared objects will be limited when possible or cleaned between use.

Our Learning Program

Mission and Community

HCS provides unique coursework and opportunities where students bring their areas of passion and their voice to school. Courses like our specials, mission labs and advisory provide rich experiences for our students. These mission-aligned components of our school are crucial to preserve. Social-Emotional Learning is also fundamentally important to students' mental health and coping strategies throughout this pandemic. We will be working to develop and incorporate activities designed to support our students' mental health and strengthen community.

Schedule

Numerous considerations such as developmental needs have guided scheduling decisions. Please see further details outlined by K-8 and 9-12 programs below:

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Grades Kindergarten-8

- Monday through Thursday, students in grades K-8 will attend school onsite in either a three-hour morning session or a three-hour afternoon session. This will allow teachers to maximize in-person instruction of the core content areas and reduce the time these students are wearing masks. While offsite during the school day, students will have synchronous specials courses.
- Arrival and dismissal times will be shared by building principals in the next few weeks.
- On Fridays, students will have a fully remote day which will provide an opportunity for students to have whole class and cross-grade experiences while minimizing cohort mixing. This remote day will also provide our teachers with instructional planning time.
- Cohort members will be designed by the administration. Siblings will be placed in the same session.

Grades 9-12

- On Mondays and Tuesdays, students in grades 9 and 10 will attend school onsite while students in grades 11 and 12 will participate in synchronous and asynchronous learning experiences remotely.
- On Thursdays and Fridays, students in grades 11 and 12 will attend school onsite while students in grades 9 and 10 will participate in synchronous and asynchronous learning experiences remotely.
- Arrival and dismissal times will be shared by building principals in the next few weeks.
- On Wednesdays, all upper school students will have a fully remote day which will provide an opportunity for students to have whole class and cross-grade experiences while minimizing cohort mixing. This remote day will also provide our teachers with instructional planning time.

Remote instruction

HCS is in the process of planning for what remote instruction will look like for families who choose to keep their children home during their child's onsite sessions or for when students are not able to attend due to sickness or quarantine. A survey will be sent to families next week to assess family interest in strictly a remote option. Please use this survey to communicate with us your intentions so we may plan accordingly.

Aftercare and Extracurriculars

Although we will not have onsite aftercare, we hope to provide rich virtual enrichment and extracurricular offerings. More information will come from building principals over the next weeks regarding such opportunities.

Next steps

Over the next weeks, K-8 and 9-12 principals will share greater detail around what the days will look like at each division through written and virtual community meetings. I know that this is a dizzying amount of information and that now more than ever we crave normalcy, routine and information to inform new and difficult decision-making for our families. Starting in August, building principals will send a weekly communication every Wednesday with any updates.

Thank you for your time and patience and please continue to reach out with any questions or feedback.

Best,
Deirdra Grode, Executive Director

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