



**MOUNT OLIVE TOWNSHIP  
SCHOOL DISTRICT**

227 US Route 206, Suite 10  
Flanders, NJ 07836  
973.691.4000  
MOTSD.org  
@MOTSD

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August 25, 2020

Dear Families,

We hope this letter finds you and your family well. We are excited to begin another school year and look forward to seeing your children once again. We have been hard at work planning for your child's reentry into school. With the reorganization of our Special Services Department, we have increased our administrative staff to include a Director for Elementary Inclusion and Special Education, PK-5. Mrs. Deborah Huffman will take on this role and Ms. Sharon Staszak will continue in the role of Director of Secondary Inclusion and Special Education. We have been collaborating to develop schedules that ensure our students continue to receive the support and services as outlined in their IEPs. This coming school year is sure to be unprecedented, and we understand that there are many uncertainties that may lie ahead.

Our District has opted to open our buildings to PK-5 students who are enrolled in a special class program as per his or her IEP. You are receiving this letter because your child is enrolled in a special class program, and therefore will be attending school daily. Students will receive their related services in person during the school day. You'll find that the in-school schedule mirrors that at-home schedule, so no matter what cohort your child is in, everyone will be learning and exploring together. Please find the link to the special class schedules below.

[Special Class Schedules](#)

Students will receive their related services in person during the school day. If your child is assigned an aide as per their IEP, they will continue to receive this service in school as well. As always, your case manager will continue to monitor your child's progress and will be available to answer any questions you may have.

As you are aware, the in-person instructional day was increased, therefore your child will be having lunch and recess in school. We are confident in our ability to provide a safe and healthy learning environment for your child. The following protocols will be followed:

- Covid screening protocols for all staff and students are required before entering the building
- All employees and students are required to wear masks
- Any employee or student who exhibits any potential COVID-19 symptoms will be seen by the nurse immediately and isolated
- Nurses will be educating all employees and students on proper handwashing procedures and safety guidelines for COVID-19
- Lunches are staggered and will be held in three different locations in order to ensure the required 6 feet of social distancing

- All classrooms and furniture are designed with the required 6 feet social distancing and safety guidelines
- Electrostatic disinfection will occur intermittently throughout the day in between lunch and recess
- Bathrooms will be disinfected hourly throughout the day and additionally as needed
- All classrooms and school buildings will be sanitized and a thorough electrostatic disinfection will occur on all touch points daily
- All hallways will have arrows in order to reinforce one-way travel

Families will have the opportunity to meet virtually with the Special Education Administration on September 1, 2020 at 4:00 PM in a Parent Information Session to receive further information on our reentry plan and to ask program specific questions. The link for the Parent Information Session is provided below.

[Special Education Parent Information Session](#)

We are delighted for the 2020-21 school year to begin. We would like to personally thank our parent community for your continued patience and flexibility. Please know we are here to support you and your child. Feel free to reach out to us directly with any questions or concerns.

Warm regards,

Sharon Staszak, 6-12 Director of Inclusion and Special Services  
Debbie Huffman, PK-5 Director of Inclusion and Special Services

