Burch Charter School of Excellence

Highly Infectious Disease Preparedness Plan

SY 2019 -2020

Updated

5/7/2020 as per NJDOE

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Introduction:

The purpose of this highly infectious disease preparedness plan is to increase the communication to our staff and students in the event of an outbreak. The plan would serve as a resource guide for planning and responding to a sudden pandemic within our organization. Highly infectious illnesses may have a short incubation period, spread easily, and cause severe illness or possible death, and may have no possible existing vaccine or treatment.

The purpose of this plan is to achieve the following goals:

- Maximize the protection of lives while minimizing educational and social disruption while reducing morbidity and mortality.
- Enable Burch Charter School of Excellence to continue to operate and provide services as normally and effectively as possible in the event of a highly infectious disease outbreak with minimal academic and economic losses.
- Burch Charter School's response will be directed by Irvington Public Health Department or NJ Department of Health. This plan coordinates federal, state, and local agencies.
- Continue the essential core operations of Burch Charter School in the event of increased staff/student absences due to a highly infectious outbreak.
- Establish and maintain a coordinated command system with the Department of Health Services and NJDOE. Effective, timely, and sensitive decision making regarding continuity of student learning needs to remain the core value and focal point.
- Develop a communications plan to ensure that students, parents, and staff receive timely and accurate information regarding disease prevention strategies and infection control strategies.
- Develop home instruction plan to ensure students are engage in rigorous academic program in case of school closure.
- Coordinate the use of Burch Charter School facilities for the use of vaccination sites, temporary clinics/health areas, or other needs when appropriate.
- Coordinate with the Department of Agriculture to serve meals to eligible students during the period of school closure.

Differences between seasonal influenza and pandemic influenza:

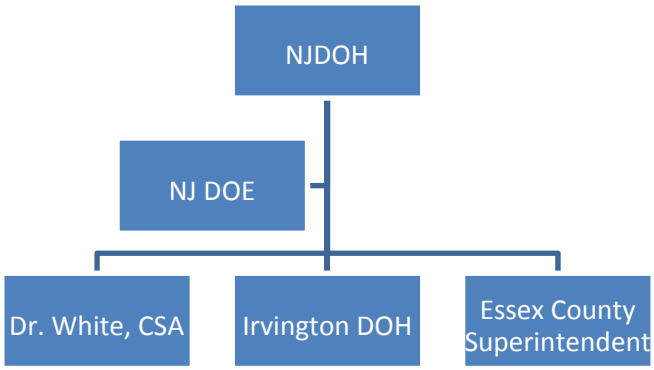
Seasonal Flu:	Pandemic Flu:
Happens annually and peaks between December and February	Rarely happens: 3 times in 20th century
Usually there is some immunity from previous exposures and influenza vaccines	Most people have little or no immunity because they have no previous exposure to the virus or similar viruses
Certain people are at risk for flu complications – elderly, infants, people with chronic health conditions	Even healthy people are at risk for serious complications
Health care providers can meet the needs of patients easily	Health care providers and hospitals are overwhelmed and it is very difficult to meet the needs of the exposed public
Vaccines are updated annually and one dose is sufficient	Although the US government maintains a stockpile of pandemic vaccines, the overwhelming need of vaccines may not be available, and may require 2 doses
Usually cause minor impact on schools and the public. Sick people should stay home	May cause major impact on the general public. May cause travel restrictions, school and business closings
Antiviral drugs are readily available and help within the first 48 hours of presenting symptoms	Antiviral drugs will still be prescribed, but will be less readily available and more difficult to come by. Symptoms will also be more severe and antivirals may not be as helpful

Treatments for pandemic flu include antiviral drugs and non-pharmaceutical interventions (NPIs). These actions do not include medications or vaccinations. NPIs will be the only early intervention tools that will most likely mitigate the quick transmission from person to person. See more about mitigation strategies in the later section, Prepare – Prevent - Protect.

COVID-19 (Coronoavirus) - Symptoms of COVID-19 have reportedly had mild to severe respiratory illness accompanied with fever, cough, and shortness of breath. The 2020 outbreak originated in the Wuhan province of China. Symptoms may appear 2-14 days after exposure. The virus is spread person-to-person between people within close contact (about 6 feet), via respiratory droplets produced when an infected person sneezes or coughs, and these droplets can land in the mouths or noses of people who are nearby where the droplets are inhaled into the lungs. Transmission may also be possible through contact with contaminated surfaces, but this is not thought to be the main way of transmission. People at risk are those who have recently traveled to/from China or those in close contact to positively diagnosed individuals.

Roles & Responsibilities:

During an Infection Diseases Pandemic the following graph displays the authorities within New Jersey that have oversight over operational planning for schools' response.



The New Jersey Department of Health (NJDOH) in collaboration with the NJ DOE have natural leadership and advocacy in highly infectious illness preparedness and response efforts for all NJ schools. In cooperation with Irvington Department of Health, Burch Charter School of Excellence cooperates in efforts to raise awareness and actions that are necessary in response to the severity of the phase of reported illness. The risks and potential health consequences are taken into consideration and assist Burch Charter School in the following:

- Provide reliable information on the risk, severity, and progression of the outbreak and the effectiveness of interventions used during the outbreak.
- Prioritize and continue the provision of health-care during a highly infectious outbreak. Maintain situational awareness by monitoring the highly infectious illness.
- Enact steps to reduce the spread of the infection in the community.
- Notify the local health departments if social distancing and community mitigation is needed, such as closing schools, travel restrictions, cancellation of local, public events, isolation and/or quarantine may be required to slow the spread of the illness.

Burch Charter School of Excellence response to an infectious illness is as follows:

- The school administration works closely NJDOE, NJDOH and Irvington Department of Health to communicate to district employees, students, families and community members an operational plan for the school.
- Maintain school staying in session until notified by local authorities for the need to close.
- School Nurse continues to educate school communities on prevention of illness: vaccinations, proper hand washing techniques, community mitigation, and social mitigation for prevention of transmission. Prepare the school communities to minimize health risks. Train all staff and students on these measures.
- School Nurse and school administration will develop plans with families in the event their child must be sent home due to illness or if schools are closed.
- School administration will document a response plan to the Essex County Superintendent of Schools.

- The Department of Health will provide the school with updates on the potential changes that may take place and information on the extent of the spread of the illness.

Prepare – Prevent – Protect:

Preparedness refers to those actions and measures taken before an event in order to better handle the emergency when it arises.

CDC plays a prevalent role in making sure states and local health departments are prepared for public health emergencies. NJDOE and NJ DOH prepares Burch Charter School of Excellence before, during, and after an exposure to a highly infectious illness.

Public health officials recommend prior to and in the early phases of a pandemic or outbreak, to practice every day good health habits and to non-pharmaceutical interventions (NPIs) to prevent and protect the human population from the spread of a highly infectious illness. Everyday good health habits include the following:

- Avoid close contact with people who are sick. When you are sick, stay away from others to prevent passing on your illness to others.
- Stay home when you are sick so you prevent passing your illness on to others.
- Cover your mouth and nose when sneezing or coughing with a tissue and then throw away the tissue.
- Wash your hands after coughing or sneezing and often throughout the day. Washing the germs is always best and the preferred method. If soap and water is not available, hand sanitizer will kill the viruses, but not wash them away.
- Avoid touching your eyes, nose, or mouth. Germs are often spread touching these body parts.
- Practice other good health strategies – clean and disinfect surfaces in your home, especially when someone is ill. Get plenty of sleep, manage your stress, and be physically active.

Other than everyday good health habits, other NPIs are thoughtful mitigation strategies to protect the community and are consistent of:

- Social distancing – create ways to provide distance between people in close contact areas including work and school.
- Closures – possible closures of non-urgent/mandated events – not necessary to hold extra community events during an outbreak or pandemic.
- Be prepared and informed, take an active participation in the event of an outbreak or pandemic.
- Communicate with other employees, students, and community members by using educational materials to inform on updates of the outbreak or pandemic, good hygiene methods including hand washing protocol, hang posters, send email reminders, and face to face trainings/presentations.
- Continue communicating surveillance and monitoring the outbreak or pandemic.
- Maintain a clean environment.
- Educate the community on when to stay home when you are sick.

Response:

In case the NJDOE or NJDOH determines that Burch Charter School **must** close, the Board of Trustees will be provided with a written directive to close the school. Burch Charter School of Excellence will provide home instruction services to all our students as per the home instruction provision N.J.A.C 6A:16-10.1.

During a school closure Burch Charter Schools will continue to provide meals to eligible students in noncongregate settings; Our Food Services Department will provide a **"Go Bag"** to eligible families within Irvington Township.

Staff Roles during School Closure

CSA, Dr. White	Determine when to close school. Disseminate information internally to students and staff. Communicate with parents, media, and the larger school community. Secure and provide needed personnel, equipment, supplies and resources for continued operation of Food Services.
Vice Principal, Mr. Simmons	Ensures systems are in place for continued home instruction. Brief and train staff of their responsibilities during crises.
Head Custodian, Mr. Fitzpatrick	Ensures effective intensive sanitization of the school during school closure.
School Nurse, Ms. Gaymes	Work with the local department of Health to determine when it is safe for students to return to the school.
Executive Secretary, Ms. Irby	Ensure payroll, purchasing, accounting functions are continuous.
Teachers	Prepare lesson plans to ensure continuous learning opportunities for students: online instruction and work packets. Work will be accessible from the school website, ClassDojo and/ or Google Classroom.

School Closure

1. Demographic Profile:

The demographic profile of Burch Charter School of Excellence scholars are students from low socioeconomic and Student with Disabilities. Burch Charter School is a K-5 grade charter school in the heart of Irvington, NJ that services 359 students. Ninety-six percent (96%) are classified as Black and 4 percent Hispanic.

The Plan

Burch Charter School of Excellence has developed an a Comprehensive Remote Learning Plan via Google Suites for students in grades K-5 to access quality online instruction which includes live interactive sessions with teachers via Google Meet, discussion boards on Google Classroom, modifications for special education students, links to content resources, support for struggling families through the Support Hotline with our school social worker and guidance counselor.

The instructional schedule consist of 3 instructional hours and 1 non-instructional hour per day, culminating in 15 hours of instruction per week. These hours are in compliance with the state mandated rules for home instruction and therefore count toward the 180 day statute.

Scholars in grades K-2:

Scholars in this grade band will show evidence of their learning through reading logs, reading notebooks, written reflections, and annotations as well as other portfolio-based demonstrations of mastery. Information, at-home learning opportunities, updates, and support for parents will be shared via teacher websites on ClassDojo and Google Classroom. The main curriculum is from Pearson Realize, however, other acceptable learning platforms could are used to supplement such as Moby Max, A-Z Reading, etc. Again, initial access should be provided through teacher websites.

Scholars in grades 3-5:

Teachers will develop lessons that can be accessed and completed via a variety of digital platforms. The most prominent and preferred platform is to use Google Classroom, the other acceptable digital platforms are ClassDojo and Pearson. The district will work with any and all students, and their families, to ensure they have access to all remote learning opportunities, whether they be digital or live instruction thru Google Meet.

The following are the steps taken to implement the plan.

2. Notification

A. Board of Trustees approves the resolution to close the school during a special meeting on Friday, March 13th.
B. All teachers, parents, scholars and community members was informed of school closure by letter, phone blasts, posted notice to school's website, ClassDojo, Twitter and Facebook.
C. The district modified the school calendar to provide administration and staff ample time to develop remote learning plans. The district use the 4 built in emergency days and pushed forward spring recess to ensure an initial two week remote instructional packets were prepared by staff.
D. On Monday, March 30th, Burch Charter School distributed two week remote plans to all K-5 scholars.

3. Attendance

A. Staff are responsible for notifying secretarial staff of daily attendance in Remote Learning by 10 AM each morning. A log of the daily attendance is provide to administration at the end of the week. If a staff member is ill, s/he will follow normal procedure and call or email Ms. Irby by 7 AM.
B. Students are mark present unless a parent or guardian calls the school to notify staff of absence.
C. Students that that do not login/ attend classes are referred to support services and administration for follow-up.
D. Burch Charter School will follow district and state guidelines on student attendance.

4. Communication

A. Teachers are responsible for recording parent and scholar contact via weekly contact logs. Teachers post a minimum of five student contacts per day on the contact logs. Teachers continuously monitor student participation on online platforms to ensure active engagement and attendance.
B. Weekly communication to staff, parents, scholars and community members are provided by CSA via phone blasts, text message, email, social media sites [Facebook, Twitter and Classdojo] and the school's website.
C. Parents are encouraged to communicate with teachers through Google Classroom to address instructional concerns.

5. Delivery of Virtual and Remote Instruction

1. Under the supervision of administration, teachers developed remote learning plans in their Personal Learning Communities (PLCs) and Grade Level Meetings (GLMs). Approved remote learning plans meet the rigorous guidelines of New Jersey Student Learning Objectives. Remote learning plans are categorized by grade and content areas.
2. Staff was trained on the Google Suite which includes Google Classroom and Google Meet to easily transition to online delivery of instruction and live sessions. Grade level meeting continued to occur during school closure. Teachers met virtually during GLM on Google Meet and documented meeting agendas and minutes. Over the last two years, the district has provided ongoing instructional technology training to staff.
3. All teachers have district issued laptops which are updated and serviced, as necessary in order to ensure continuous learning opportunities.
4. To ensure equity in technology access, Burch Charter School distributed loaner Chromebooks to scholars that lack technology at home. A technology survey was distributed to parents on March 11th before school closures. The families that expressed the need for technology completed a Computer Loaner Agreement Form and the first computer distribution was held on Wednesday, April 8, 2020.
5. Remote learning plans are modified by special education instructor to meet the individualized learning plans for all students.
6. Remote learning plans packets are also placed on the district website and on the teachers Google Classroom pages.
7. School administration, support services and IT support teachers, parents and the school community though a multitude of resources and tutorials.

6. Student Access

1. A Technology Survey was provided to parents/ guardians on March 11 to assess internet access in the home and the number of devices available to access online platforms for instruction.
2. Only 10% of the surveys were returned before the school closed on March 13th due to a mandate by Irvington's Health Department.
3. A letter was sent home on April 2, informing parents that Burch Charter School will distribute loaner Chromebooks to families that lack technology at home on April 10th.
4. As of May 5, 2020, over 110 loaner laptops were distributed or approximately 30% of the school's population.
5. Hard copy of remote learning packets were distributed to families on March 30th. Parents picked up the packets between the hours of 9 AM – 6 PM and placed on the school's website. On April 10th and onward all instructional packets are on the school's website, teachers' Google Classroom and ClassDojo sites.
6. All communication to parents are provided in Spanish and Creole.

7. Specialized Populations

1. Special Education Teacher have joint classrooms in which the Special Education Teacher provide instructional modifications, links to resources and additional online support.
2. School Counselors developed COVID19 Hotline to support families in times of crisis.
3. Teacher Assistants are providing interventions strategies for struggling students.
4. Burch Charter School has no ELL students.
5. During the school closure, case managers followed up with parents/ guardians via email to discuss the holding meetings: annual review, eligibility and reevaluation thru virtual conferences.
6. Speech services to students continued through virtual conferences with the Speech Pathologist.
7. District Child Study Team members, who provide Counseling services are available and have developed Google Classroom sites to assist families.

8. Food Services

Burch Charter School has implemented food distribution three times a week; Monday, Wednesday and Friday. Reimbursable lunches and breakfasts are picked up by parents/ guardians at the main entrance of the school from 9 am – 11 am. A tally method and production records are used to capture the amount of meals distributed. Employees that produce and serve the meals wear masks and gloves in addition to following all ServSafe Food Safety Protocols and Guidelines.

9. School Facilities

Custodial and Maintenance staff will be in the building to deep cleaning the building including disinfecting highly touched surfaces such as doorknobs and counters. All offices, bathroom and entrances are equipped with sanitizers and disinfectant wipes.

10. Cancellation of Field trips and Community Events

At this time, we believe it may be necessary to alter plans for upcoming large community gatherings, including auditorium events, sporting events and field trips. Cancellations are deemed necessary. It is incredibly important for us all to follow proper health and safety protocols when in public or during large gatherings.

A. Graduation and Promotion Ceremonies

1. All in person ceremonies are cancelled.

2. Virtual Graduation and Promotion Ceremonies will be held on June 19.

A. Planning and preparation of the Virtual Ceremonies will be completed by Graduation & Promotion Committees.

11. Summer Programming

Summer Enrichment STREAM Program

The goal of the summer enrichment programs is to reduce the "Summer Educational Gap Loss." Research has shown that students in all grades, lose academic gains made during the year without an effective summer enrichment program.

The summer enrichment program will consists of 4 weeks of academic programming in Science, Technology, Robotics, Engineering, Art and Mathematics (STREAM) content areas using a blended learning model to ensure students are actively engaged in a rigorous curriculum. The program will serve 150 students: 30 students in each grade level (K grade thru 5th grade). The program is designed to meet the needs of all students; the Special Education Teacher will work collaboratively with co-teachers to modify activities to individual student needs. If needed ELL services will be provided.

As of today, the summer enrichment program will be held on July 13 thru August 7, 2020.

To assess the success of the implementation and impact of the summer enrichment program on "Summer Loss" various data will be utilized: 1) Site observations 2) Review of Program Documents 3) Surveys and 4) MAP RIT scores.

Appendices

A. Communications/ Letters

Burch Charter School of Excellence
100 Linden Avenue, Irvington, NJ 07111
(973) 373-3223
Dr. Jeff White, Chief School Administrator
www.burchcharterschool.org

March 16, 2020

Dear Burch Families,

On Sunday, March 15, the Burch Charter School of Excellence confirmed a case of Novel Coronavirus (COVID-19) in our school community. However, Burch has meticulously prepared, and the school will be closed from March 16, 2020 through March 27, 2020. As of now, all school instruction and activities are suspended and no one is permitted to enter the building for the purposes of sanitizing the premises. Burch will conduct a thorough "deep-dive" cleaning prior to re-opening the school to the Burch School Community.

The health and safety of all of our students, staff, and families continues to be our first priority. Any questions or concerns regarding the school closure should be directed to me. Since no one is on campus on Monday, March 16, 2020, please email me any questions that you may have.

As a reminder, it is critical that we all continue to practice general viral infection prevention measures including:

- Cover your cough or sneeze with a tissue or sleeve.
- Wash your hands regularly.
- Avoid touching your face.
- Avoid close contact with people who are sick.
- Get your flu shot – it's never too late.
- Stay home if you're feeling sick.

We ask our school family; students, staff, and parents to self-monitor for the following: fever, flu-like symptoms, and shortness of breath for 14 days as per the New Jersey Health Department Guidelines.

For those with questions about the Burch's protocols and procedures, I encourage you to continue reviewing the school's website. I will provide regular updates using the website, our one call now messaging service and our Twitter feed (Please follow us): ***@BurchExcellence***. Our situation is fluid with changes occurring constantly based upon guidance from local, state and federal agencies. Therefore, we ask for your patience and flexibility as we work through the challenges.

For any medical-related questions, please contact the Irvington Township Health Department (973-339-6652), the New Jersey Coronavirus Hotline (800-222-1222), or your family physician.

Respectfully,

Dr. Jeff White,
Chief School Administrator

Burch Charter School of Excellence
100 Linden Avenue, Irvington, NJ 07111
(973) 373-3223
Dr. Jeff White, Chief School Administrator
www.burchcharterschool.org

March 30, 2020

Dear Burch School Community,

I hope that all of our school community are safe and well during this COVID-19 Pandemic. We appreciate your cooperation and patience as our school now transitions to Distant Learning for scholars and Remote Working for the majority of our staff. Here are some updates regarding the Burch Charter School's COVID-!9 situation:

- Our custodial staff is using Centers for Disease Control (CDC) approved cleaning supplies to clean and sanitize the school.
- As of today's, date, Burch Charter School of Excellence has not received any additional confirmed cases of COVID-19 in our school community.
- Governor Murphy's Executive Order 104 decrees that New Jersey PK-12 schools remain closed until further notice ***Only "Essential Personnel" are permitted on campus. Therefore, it is best for you to use Phone, Email, Class Dojo, and/or Google Classroom to communicate with your child(ren) teacher(s).***

As a reminder, it is still critical that we all continue to practice general viral infection prevention measures including:

- Cover your cough or sneeze with a tissue or sleeve.
- Wash your hands regularly.
- Avoid touching your face.
- Avoid close contact with people who are sick.
- Get your flu shot – it's never too late.
- Stay home if you're feeling sick. \
- Practice social distancing.

For those with questions about the Burch's protocols and procedures, I encourage you to continue reviewing the school's website. I am providing regular updates using the website ***(The Home Page and the For Parents Tab),*** our one call now messaging service and our Twitter feed (Please follow us): ***@BurchExcellence***. Our situation is fluid with changes occurring constantly based upon guidance from local, state and federal agencies. Therefore, we ask for your continued patience and flexibility as we work through the challenges.

For any medical-related questions, please contact the Irvington Township Health Department (973-339-6652), the New Jersey Coronavirus Hotline (800-222-1222), or your family physician.

The health and safety of all of our students, staff, and families continues to be our first priority. Any questions or concerns regarding the school closure should be directed to me via email at: jwhite@burchcharterschool.org.

Respectfully,

Dr. Jeff White
Chief School Administrator

Burch Charter School of Excellence
100 Linden Avenue, Irvington, NJ 07111
(973) 373-3223
Dr. Jeff White, Chief School Administrator
www.burchcharterschool.org

April 2, 2020

Dear Burch School Community,

I hope that all of our school community are safe and well during this COVID-19 Pandemic. We appreciate your cooperation and patience as our school continues our Distant Learning Plan for our scholars. As part of our Distant Learning Plan, we wish to provide a loaner Chromebook to the families in need of technology.

Therefore, any family with students in grades K-5 who have responded to our technology survey and indicated that they are in need of a device are eligible to pick up a loaner device on **Wednesday, April 8, 2020**.

Therefore, any family that responded that they are in need of a computer please email Ms. Moore and CC: Mr. Simmons at lmoore@burchcharterschool.org and tsimmons@burchcharterschool.org to ensure a computer is available for you to pick up. Pick up will be at Burch Charter School's main entrance on Linden Avenue side during the hours of 9 am – 2 pm. If you have not responded to the survey, please email Mr. Simmons your need. We have a limited supply of Chromebooks and are not able to supply to each scholar.

Any family that opts to take advantage of this opportunity to utilize school equipment must adhere to the terms in the Computer Loan Agreement Form. Additional form may be access on the district's website. Please complete the form by Monday, April 6, 2020. Technical concerns with the Chromebooks may be address by emailing IT Services at ITSupport@burchcharterschool.org.

As for our Distant Learning Plan, our scholars received their home instruction packets this past Monday. Thanks for your time and support to make the first days of Remote Learning a success. The due date for the current home instruction packets is Friday, April 10th. Please email your child's respective teachers to determine how the work is collected; many of the online platforms allows students to hand in the assignment on that platform or you may take a photo/scan of the work and email it to the teacher.

Burch Charter School remains closed until further notice. The health and safety of all of our students, staff, and families continues to be our first priority. Any questions or concerns regarding the distribution of Chromebooks should be directed to me via email at: jwhite@burchcharterschool.org

Respectfully,

Dr. Jeff White, CSA

Burch Charter School of Excellence
100 Linden Avenue, Irvington, NJ 07111
(973) 373-3223
Dr. Jeff White, Chief School Administrator
www.burchcharterschool.org

April 13, 2020

Dear Burch School Community,

Due to the COVID-19 Pandemic, the Burch staff have worked very hard to put our Distance Learning Plan into effect which began on March 30, 2020. Teachers have prepared enough work for two additional weeks of school closure for the scholars (April 13-24). Governor Murphy is scheduled to reassess school closure around the date of April 17, 2020.

Please see the below Distance Learning Schedule for K-5 Scholars:
(10:00 am – 3:00 pm/Inclusive of a one-hour lunch/recess)

Mathematics	60 minutes daily
Language Arts (Reading, Writing, and other literacy related assignments)	80 minutes daily
Social Studies/Science	30 minutes daily
Physical Education	30 minutes daily
World Language (Spanish	30 minutes weekly
Art	45 minutes weekly

Some elementary classroom teachers and teacher assistants will communicate with their students using Google Classroom and/or Class Dojo on a daily basis as our distant learning will continue until further notice. Teachers will also communicate using email. Our K-5 special education team will provide students with appropriate materials and means of parent contact via email. It is important that our parents keep the lines of communication with the instruction staff and school administration. We are all here to support our scholars and families through this unprecedented time and unchartered waters.

Burch Charter School of Excellence
100 Linden Avenue, Irvington, NJ 07111
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Dr. Jeff White, Chief School Administrator
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April 29, 2020

Dear Burch School Community,

I hope that all of our school community are safe and well during this COVID-19 Pandemic. We appreciate your cooperation and patience as our school continues our Distant Learning Plan for our scholars. As part of providing a quality remote instruction to our scholars we are starting one initiative and continuing another.

The first initiative we began twenty-one days ago, and that is to provide loaner computers to the families in need of technology. I am proud to announce that we have loaned over 90 computers to our scholars. If you are still in need of a computer we ask that you complete the enclosed Computer Loaner Agreement Form and attend one of the two distribution dates: **May 5-6, 2020 between the hours of 11 am – 2pm**.

The process of returning the Computer Loaner Agreement Form remains the same. Email Ms. Moore and CC: Mr. Simmons at lmoore@burchcharterschool.org and tsimmons@burchcharterschool.org to ensure a computer is available for you to pick up. Pick up will be at Burch Charter School's main entrance on Linden Avenue side.

The second initiative is to provide your 3rd - 5th **grade scholars** with live instructional sessions with their teachers at set times during the day. The live sessions will provide students the ability to receive direct instruction and immediate feedback on daily lessons. The live sessions will be through Google Meet **3 days** out of the week and students may access it through the teachers Google Classroom page. The schedule for the 45 minute sessions for Math & Language Arts and 30 minutes Social Studies & Science lessons are as follows:

Time	Group A	Group B	Group C
10:00 AM	Math	ELA	Social St.
11:00 AM	ELA	Math	Science
12:00 PM	Science	Social St.	Math
1:00 PM	Social St.	Science	ELA

Please communicate with your child's instructor as some class times may vary.

Respectfully,

Dr. Jeff White, CSA

BURCH CHARTER SCHOOL OF EXCELLENCE

School Calendar
2019-2020
(Revised March 19, 2020)

			Days in Session Students	Days in Session Teachers
		2019		
August	28	Staff Development	0	3
	29	Staff Development		
	30	Staff Convocation		
September	2	Labor Day	20	20
	3	First Day of School for Students		
October	3	Progress Report Distribution (1st Marking Period)	22	22
	14	Columbus Day		
November	5	Half Day for Students and Staff Development	15	15
	6-8	NJEA Convention		
	11	Veterans Day		
	12	First Marking Period Ends (1st Marking Period)		
	20	Report Card Distribution		
	27	Half Day for Students and Staff		
	28-29	Thanksgiving Break		
December	17	Progress Report Distribution (Second Marking Period)	15	15
	20	Half Day for Students and Staff		
	23-31	Winter Recess		
		2020		
January	1	New Year's Day	21	21
	20	Martin Luther King, Jr. Day		
	21	Half Day for Students & Staff Development		
	30	Second Marking Period Ends		
February	13	Half Day: Report Card Distribution (2nd Marking Period)	18	18
	14	No School: President's Day		
	17	No School: President's Day		
March	5	Progress Report Distribution (3rd Marking Period)	12	12
	16-19	No School (Inclement Weather Days)		
	20	No School		
	23-27	Spring Break		
	30	Distance Learning Begins		
April	7	Third Marking Period Ends	22	22
	22	Half Day for Students: Report Card Distribution (3rd Marking Period)		
May	7	Half Day for Students & Staff Development	20	20
	19	Progress Report Distribution		
	25	No School: Memorial Day		
June	19	Last Day of School: Half Day for Students Report Card Distribution	15	15
			180	**183**

- **Four Inclement Weather Days are built into the schedule**
- **Calendar is fluid and subject to change**

100 Linden Avenue Irvington, New Jersey 07111 973-373-3223 www.burchcharterschool.org