

Dear Munsey Park Families,

I hope this letter finds you and your family well. Our faculty and I are eager to welcome our students back with open arms, masks, and all. While we won't have our usual high fives, handshakes, and hugs, we are optimistic and confident that the instructional day will be adaptive and supportive to maximize each child's experience. A special thank you to our families and staff for all of the ongoing collaboration and support as we plan for this very unique school year. Our collective efforts will continue to show our children that we will overcome and achieve together, even while at a safe distance.

The first day of school is Thursday, September 10, a full day of school for grades 1-6. Kindergarten teachers will schedule orientation meetings with parents/guardians by appointment only via Zoom.

Friday, September 11, will be a full day of school for grades K-6.

This school year, our kindergarten students and 60 fifth graders will be attending Shelter Rock School. Mr. Nolan and I have been working closely with Principal Richard Roder and Assistant Principal Paulette Williams to help ensure a smooth transition. We are also grateful to our Munsey Park Teachers and support staff for transitioning to Shelter Rock School to be there for our students. We look forward to welcoming our students back as 1st and 6th graders.

Please review the following protocols that are being implemented to ensure the safety of our school community:

Prior to Arrival at School:

- Take the temperature of your child(ren).
- Completion of an attestation for each of your children via the "App" *Cleared 4 Class (more information to follow from the District)*. A reminder will be sent at 7:15AM and 7:30AM with a phone call at 7:45am.
- Should your child not be cleared for school, please stay at home and call our attendance office, 516-267-7411
- Staff will verify completion of the attestation. No student entry into the school building will be permitted without the completion of the attestation.

Bus Transportation:

- Bus drivers will be wearing masks at all times.
- Students will be wearing masks at all times.

- Students will social distance from peers and adhere to seating required seating assignments. Siblings must sit together, two or three siblings to a seat.
- Buses will be disinfected at the end of the day
- You will receive your child's bus pass in the mail a few days before school begins.

Student bus arrival protocol:

- Buses will arrive to Munsey Park School between 8:50AM-9:10AM.
- Failure to complete the attestation will result in your child being screened by our health office.
- Students will enter the building wearing a mask through entrances organized by bus arrival.
- Students will report directly to their classroom (staff will be available to guide students) beginning at 8:50AM.

Student morning drop off protocol: *Drop off begins at 8:50am*

- Students can be dropped off at our entrances between **8:50-9:10am**. This is a later entry to account for our shift from large arrival locations such as our gym, instead our students will go directly to their classrooms.
- Failure to complete the attestation will result in your child being screened by our health office.
- Students will wear their masks upon entering the building and report directly to their classroom (staff will be available to guide students).
- We will be using additional entrance doors to ease congestion. If your child is a walker, they can now use additional entrances around the building to ease congestion at our auditorium doors.
- After 9:10am, students will be permitted to enter the Munsey Park main entrance vestibule.
- **Manhasset Afterschool Experience (MAX):** If your child participates in early morning MAX- drop off will take place at the gym beginning at 7am. MAX Roni Jacobson:516-343-8840, or Megan Gately: 516-476-9865

***Please do not plan for your child to arrive prior to 8:50am** (our bus and MAX are the exceptions). Please note that these times may be subject to change as the school year progresses and our protocols and routines become more familiar to all.

Student pick up at dismissal:

- Buses will depart Munsey Park at approximately 3:25pm.
- Parents/Guardians can pick up their child(ren) at 3:05 PM
- 1st-2nd: Parent Pick up is outside the Auditorium

- 3rd-6th Parent Pick Up: Outside the Main Entrance by Security Vestibule
- Parents/Guardians will be greeted by a staff member outside the building. Your child(ren) will be escorted by a staff member to you. Parents/Guardians will not be permitted to enter the building.
- If your child participates in MAX, arrangements will be coordinated between your child's teacher and our MAX program to ensure safety.

Chromebook Distribution:

Grade 1 will receive their Chromebook in mid-October as the shipping has been delayed.

Grades 2-4 will receive their Chromebook over the first two days of school.

Grades (1-3) No device at home? If you are a family that will need a Chromebook(s) immediately (in the event we go remote) and do not have a home device please contact Lori Pietrafesa- LORI_PIETRAFESA@manhassetschools.org to arrange for a device.

Grades 4-6 students will be traveling with their chromebook back and forth to school daily. We ask that parents ensure that their child's chromebook is charged each night and then brought to school.

5th grade students will pick up their chromebook on **Wednesday September 9th** at **Munsey Park School**. Students are being asked to pick up their chromebook at their assigned time. We ask that you please print out and complete the attached form and bring it with you on that date. Please see the chart below for your designated pick up time.

6th Grade: All sixth grade students are asked to pick up a district-issued Chromebook at **Munsey Park School** for the coming school year on **Tuesday, September 8th**. This will allow all sixth grade students to participate in the first day of class (whether they are in person or remote) on Thursday, September 10th.

Full Remote Only Students will pick up their Chromebook also on Tuesday, September 8th at Munsey Park School at our Auditorium entrance following the same schedule below. We ask that you please print out and complete the attached agreement form and bring it with you on that date.

Chromebook Pick Up: We ask that you please print out and complete the attached Chromebook Agreement form and bring it with you on that date.

All students are required to have and use a district issued Chromebook as they are equipped with security and filtering software for the school year. All Chromebooks have been sanitized prior to distribution. For your convenience, please see attached Chromebook Program FAQ.

Students in grades 4,5,6 will bring Chromebook to and from school each day. Please be sure to charge the Chromebook each night.

Note: You can find your child's student ID number using your parent portal account.

Please see times listed in the chart below. Parents/guardians will drive to our main entrance, remain in the car, and provide our staff with the form and a Chromebook will be distributed to you. When arriving to pick-up, please come through the parking lot off of Hunt Lane (the main lot). You will pull-up to the Auditorium doors and the staff member will bring the Chromebook to you.

9/8: 6th Grade and Fully Remote Students

9/9: 5th Grade

Pick up Location: Auditorium (Masks Worn at all times)

Student's Last Name	Pick Up Time on September 8th
A-F	9:00-9:30
G-L	9:30-10:00
M-S	10:00-10:30
T-Z	10:30-11:00

Full Remote Learning at Home:

- Attendance will be taken at the beginning of the day.
- Instruction begins at approximately 9:10am
- Zoom links will be provided by the teachers.
- Textbook distribution details TBA
- Schedules will be distributed by the teacher.

Hybrid Learning at School (6th grade):

- Attendance will be taken at the beginning of the day.
- Instruction begins at approximately 9:10am
- Zoom links will be provided by the teachers

- Students will eat lunch (buy or bring lunch) in their remote learning space and will have recess.
- Students will have physical education on their in-person school days.
- Schedules will be distributed by the teacher.

In-Person Classroom Instruction:

- Attendance will be taken at the beginning of the day.
- Instruction begins at approximately 9:10am
- Absence-Parents/guardians should email the teacher prior to 8:30AM if a child is absent and well enough to attend Zoom instruction.
- Schedules will be distributed by the teacher.

Mask Breaks: Mask breaks will be given to students. Teachers will determine the timing, frequency and appropriateness of the breaks based on the needs of their students while ensuring the safety of the cohort.

Snack time: Students will be permitted to eat snacks without a mask at specified times arranged by the classroom teacher. During snack time, children will remain at their assigned desk.

Lunch: You will receive a letter from our food services department outlining the procedures for lunch. Students will be eating lunch in their classrooms and will be encouraged to wash their hands before and after eating. Students will not be wearing a mask during lunch time.

Recess: All students will engage in recess by class. Unfortunately, there will not be sharing of equipment at this time. We are creating activities and games that adhere to social distancing guidelines. If a student decides to participate in an activity, a mask must be worn with a social distance of six feet from their peers. A student not participating in an activity does not have to wear a mask, but should social distance at least 12 feet from their peers. Students will be directed to sanitize their hands after recess before returning to their classroom.

Teacher Assignments: Teacher assignments will be available on the parent portal on September 8th at 8am.

If you have any questions regarding your parent portal account, please email: mpp@manhassetsschools.org.

6th Grade: Our 6th graders will travel between classes. To support our hybrid model, students will be required to bring necessary supplies between home and school daily to avoid any trips to the classroom while on their remote day. Classrooms are disinfected nightly with PureGreen24. PureGreen24 is an EPA registered, broad spectrum antimicrobial disinfectant and deodorizer with unique 24-hour residual effectiveness.

To support our hybrid model, students will be required to bring necessary supplies between home and school daily to avoid any trips to the classroom while on their remote day.

On the first day of school “A Day”, students with the last name A-L will have in-person instruction and students with their last name M-Z will be remote. On a “B Day,” the cohorts switch modes of instruction.

September 10th “A Day”	A-L In-Person	M-Z Remote
September 11th “B Day”	A-L Remote	M-Z In-Person

**This alternating pattern will continue throughout the year.*

Exceptions: To balance the composition of the class some students had to be grouped outside of their alphabetical assignments above. You will be contacted if this change applies to your child.

Physical Education: All students will travel from their classrooms to the small or large gymnasium for physical education class. Locker Rooms will be closed for the school year. Students should dress comfortably on the days they have physical education. Physical education will be conducted outside as much as possible, weather permitting.

Hand Sanitizer/Wipes: Your child may bring in personal sized hand sanitizer or wipes. Hand sanitizer must be kept in the backpack, taken out only for use and then promptly returned to the backpack.

All students will be routinely reminded that handwashing is important and provided opportunities to wash their hands and/or use hand sanitizer:

- After blowing your nose, coughing or sneezing
- After using the restroom
- Before eating food.
- Before and after touching your face.
- After being outside.
- After touching frequently touched areas (e.g., door knobs, handrails. etc.)

**All classrooms and common spaces will be treated nightly with Pure Green24. (PureGreen24 is an EPA registered, broad spectrum antimicrobial disinfectant and deodorizer with unique 24-hour residual effectiveness.)*

Supplies: Parents/guardians should bring basic supplies for the first day of school (pencils, notebook, etc.). Teachers will remind parents of future supplies needed on a daily basis. Teachers will remind parents of future supplies needed on a daily basis. Parents should inform their teacher if they are unable to procure any of the identified items and assistance will be provided to the extent possible.

For updated information regarding our District's reopening plan, please visit:

<https://sites.google.com/mufsd.org/reopeningschools/home>

We look forward to welcoming our children back to Munsey Park School!

Chad Altman, Principal

Brian Nolan, Assistant Principal