

NEW HORIZONS COMMUNITY CHARTER SCHOOL



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March 15, 2020

Dear New Horizons Community Charter School Community,

During this time, we have been taking aggressive action to prevent the spread of the COVID-19 virus in our school community. We are committed to doing everything we can to keep you safe and informed. Across the state, our public health and safety officials are taking extensive steps to prepare for all scenarios involving the coronavirus, and our plans continue to be adjusted and escalated as needed.

New Horizons Community Charter School will be closed for students effective Monday, March 16, 2020 through Monday, March 30, 2020. School will resume on March 31, 2020, contingent upon the latest information received during this time.

To allow the flexibility needed for a smooth transition, parents/guardians can either download student work packets and distant learning plan from our school website or pick up a printed copy at the school between 9:00 am – 5:45 pm on Monday, March 16, 2020. This will allow for the distribution of any learning materials and distant learning plans ready for use at home.

During the duration of the school closing, NHCCS will continue to provide free breakfast and lunch to our students, which will be made readily available for pick up. On Monday, March 16, 2020, breakfast and lunch will be available for pick up beginning at 9:00 am. Beginning, Tuesday, March 17, 2020, between the hours of 7:00 am and 9:00 am, breakfast and lunch will be available for students to pick up from the Bedford Street entrance located at the rear of the school.

The New Jersey Department of Education approved the use of online instruction, in order to provide schooling in the event of a school related health related closure in response to COVID-19. As required by the New Jersey Department of Education, the district has crafted and prepared a Health-Related School Closure Plan, which includes virtual learning provisions.

Our district has made virtual learning provision that will allow us to count these virtual learning days towards our compliance with the 180-day state requirement. Please be aware that the decision to close school is not made lightly. We will continue to await further direction from the New Jersey Department of Health and the New Jersey Department of Education.

Due to the public health-related school closing, New Horizons Community Charter School is prepared to continue instruction remotely in a virtual capacity. All work completed during this time will be graded and added to the teachers' gradebook. The following plan has been created to maintain the integrity of our program and provide the highest level of instruction possible under these circumstances:

Grades K-8 Assignments on School Website/Hard Copies:

Student Work Packets and instructions will be posted on our school website (as of 3/16/2020) by grade-level, as well as instructions on how to complete the packet. Printed copies are available for parents/guardians to pick up on Monday, March 16, 2020 from 9:00 am – 5:45 pm.

Grades K-8 Online Daily Routine:

1. Teachers will plan and post on each classroom PowerSchool Unified Classroom platform every morning by 9:30 am.
2. All students must log-in to the PowerSchool Unified Classroom platform every morning by 9:30 am and reply to a discussion post.

All students' PowerSchool Unified Classroom login information can be accessed using the following general login information.

Below is general login information:

- PowerSchool Unified Classroom Website: www.classroom.powerschool.com
- Please note students will need to scroll down and click on "Sign-in With Google"
- Input NHCCS Username and password to gain access to these resources is:
 - **Username:** First initial Last name@nhccschool.org
 - **Example:** JDoe@nhccschool.org
 - **Password:** nhccs student number
 - **Example:** nhccs11354

If students need login information or have issues logging in, they may immediately contact **OnlineLearning@nhccschool.org**. Please read carefully the details for Student/Parent Expectations for Online Instruction during this health-related school closure:

Students Online Expectations:

- Attendance will be based on a submission, per class, of a daily assignment or discussion post by the student.
- Expectations include parent support to answer a discussion post on PowerSchool, to verify attendance and review assignments for the day. **Hard copy materials have been printed for anyone who does not have access to the internet or a technology device.**
- Grades K-8 students will have a hybrid of PowerSchool and hard copies of assignments.
- Log-in to PowerSchool daily at 9:30 am or as soon as possible thereafter, to check classroom expectations each day.
- Assignments will be posted through each course by 9:30 am and students will complete assignments by 4 pm, unless otherwise specified by the teacher.
- Extended time will be provided for students that receive modifications or accommodations. Each assignment should take approximately 40 minutes to complete.
- If a student has questions about an assignment, they should contact the teacher between 9:30 am and 12:30 pm and 2:00 pm and 3:00 pm through PowerSchool, school email, or ClassDojo, unless otherwise indicated by the teacher (ie. scheduled discussion/group chat through PowerSchool/District E-mail or ClassDojo).
- Every class will meet every day scheduled.
- Students must also complete 45 minutes a week of online instruction in iReady for Mathematics and another 45 minutes of instruction in iReady for ELA. The district will track all work done online

Parents Online Expectations:

- A NHCCS Technology Survey was distributed on March 9, 2020 to identify any circumstances that do not allow your child(ren) to participate in the virtual learning environment. If you experience a technology hardship, you may communicate this information to OnlineLearning@nhccschool.org. As an alternative, hard copies of student work packets will be made available to you.
- Help students log-in and access PowerSchool using their student account:
 - Go to Classroom.powerschool.com
 - Sign in using the student's NHCCS' Google Account credentials.
 - Frequently check for updates at www.nhccschool.org
 - Provide time and an environment that supports virtual learning.
 - **The district attendance policy of absences will be in effect. Attendance will be taken daily, in the method detailed above.**

Additionally, students have access to several district/school-adopted online curricular resources, including:

- Google Apps-documents, presentations, online assignments, google hangouts, etc.
- iReady- online instruction in ELA and Mathematics
- ThinkCentral – Grade 5 Only for Online Mathematics assignments and instructional tools
- MyHRW-Grades 6-8 Only for Online Mathematics assignments and instructional tools
- HMH Science-online Science assignments and instructional resources

Log-in information, for any platform, may be requested by e-mailing OnlineLearning@nhccschool.org.

We encourage you to have conversations with your child to take necessary preventative actions against the spread of germs. More information regarding the Coronavirus and state guidance can be found at the Department of Health website and the Centers for Disease Control and Prevention's (CDC) website on Coronavirus at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>. Please refer frequently to the NJ Department of Health's and the CDC's main COVID-19 webpage to stay abreast of all updates. The Department of Health has made available a 24-hour public hotline where trained healthcare professionals are standing by to answer questions about Coronavirus at 1800-222-1222.

We thank you for your cooperation during these uncertain times and we will continue to keep you updated with further information as it becomes available. As a school community, we will meet this challenge together and forge a strong community response.

Should you have any concerns, do not hesitate to reach out. Please stay safe and be responsible.

Best Regards,

NaTasha Jones, Principal

Cc: Rhonda E. Wilson, Chief School Administrator
Tom Omwega, School Business Administrator
Yashmine Cooper, Vice Principal
Charles Mugambe, ESSA Director
Abel Hernandez, Director of Security