



May 29, 2020

Dear Washington Township School Community,

Thank you for your continued support of the Washington Township School District during the COVID-19 pandemic. As we prepare for the end of the school year, we would like to provide you with a few updates and reminders:

**Pick Up and Drop Off Student Materials**

In order for families to pick up students’ personal belongings and to drop off school materials the following schedule has been developed to maintain appropriate safety precautions.

- Parents should remain in their car during the entire pick up / drop off process. At Brass Castle School, please drive up to the front of the school (bus lane) and at Port Colden School, please drive to the back of the school by the playground.
- When you arrive at the school, you will be asked your student’s name and homeroom teacher.
- Please open the trunk to your car and a staff member will collect:
  - School issued technology devices (iPads)
  - Textbooks (do not return workbooks that students have written in during the school year)
  - Library books
- After removing school materials, a staff member will place your student’s personal belongings in the back of your trunk and you may pull away. Student belongings have been placed in plastic bags and labeled by staff members.
- Drop Off and Pick Up Schedule:
  - Monday, June 8<sup>th</sup> from 11:00am to 2:00pm Kindergarten & 1<sup>st</sup> Grade
  - Tuesday, June 9<sup>th</sup> from 11:00am to 2:00pm 4<sup>th</sup> Grade & 2<sup>nd</sup> Grade
  - Wednesday, June 10<sup>th</sup> from 11:00am to 2:00pm 5<sup>th</sup> Grade & 3<sup>rd</sup> Grade
  - **A special pick up time for families that cannot make it to the school on the dates listed above is scheduled for Wednesday, June 10<sup>th</sup> from 5:00pm to 7:00pm (all families that cannot make the above designated time for their student’s grade-level).**
  - If you cannot make it on any of the above scheduled times, please make arrangements for another family to drop off and pick up supplies or contact the schools.
  - **Items not picked up in a timely manner will be donated and / or discarded.**

**Report Cards**

- Report Cards for students in grades 4-6 will be available in the OnCourse Parent Portal on Friday, June 12<sup>th</sup>. Report Cards/Progress Reports for students in PreKindergarten through grade 3 will be mailed home to families.

**4<sup>th</sup> Marking Period Grading**

Reminder, the District has made the following adjustments to its grading system for Special Area subjects in the 4th marking period. All special area subjects (art, music, world language, physical education and media) will be graded using the following scale:

- Exceeds Expectations – **E** – Student has consistently submitted excellent, detailed work
- Pass – **P** – Student passes with satisfactory work and effort
- Needs Improvement – **N** – Student has struggled to submit assignments throughout the marking period





Core academic subjects will continue to utilize their current grade scales for the 4<sup>th</sup> marking period. Subject indicators will not be scored on report cards for the 4<sup>th</sup> marking period. Honor Roll determinations will not be calculated and scores for the 2019-2020.

### **Extended School Year Program**

The State has still not provided official guidance on programming for students eligible to participate in Extended School Year programs. In the absence of official State guidance and with the need to make appropriate plans for students, the District will be providing remote Extended School Year Programs for Special Needs Students eligible. Parents of students with Special Needs, eligible for the Extended School Year Program, will be provided updates regarding a schedule as soon as information becomes available.

### **End of School Year Schedule**

- Thursday, June 11<sup>th</sup> – Early Dismissal Schedule – Staff will be available to address family emails / student lessons from 9:00am – 12:00pm.
- Friday, June 12<sup>th</sup> – Early Dismissal Schedule – Staff will be available to address family emails / student lessons from 9:00am – 12:00pm.
- The last day of the school year for students will be Friday, June 12<sup>th</sup>.

### **Breakfast & Lunch Program**

Washington Township School District Families – If you have experienced a job loss or underemployment due to COVID-19, please contact the district at 908-689-1119 x 1605 or [mmiller@washtwpsd.org](mailto:mmiller@washtwpsd.org). Federal programs allow families who have experienced job loss or underemployment to receive free breakfasts and lunches.

Additional information and resources can be found on our District website and Facebook page.

Respectfully,

Keith T. Neuhs  
Superintendent

