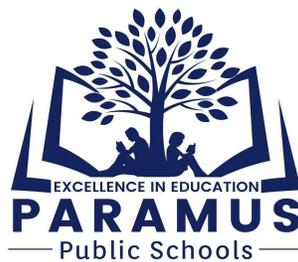


Office of the Superintendent
145 Spring Valley Road
Paramus, NJ 07652



Sean P. Adams
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November 6, 2020

Dear Paramus Community,

Across the district, there is a palpable excitement at the fact that all of our buildings will be open for in-person instruction beginning next week. Our middle schools and high school have been hard at work preparing for the return of our students to the classroom, including the continuing installation of Bluetooth-enabled microphones and speakers, high-definition external cameras, and secondary Chromebooks all designed to enhance the hybrid instructional model for teachers and students. All teachers participated in robust professional development this week, with middle school and high school teachers receiving two full days of professional development designed to provide support and resources for success at teaching students in a hybrid environment.

As part of our continued focus on refining and adapting our protocols to provide the best possible experience for our students and their families, we are adjusting the procedures for parents/guardians to request changes in learning models for their children (e.g., from in-person learning to full-remote or from full-remote learning to in-person). Rather than identifying monthly windows of time during which students may change learning models, we are now allowing requests to be made at any time, providing up to a week following submission of the requests to make adjustments to the students' schedules. Below represents the process that should be followed for any such request:

- The principal will be the primary point of contact for questions or concerns related to requests for changes in learning models.
- The parent/guardian must complete and submit a [Learning Model Transition Request](#) form (a separate form for each child), which includes all pertinent information to ensure proper recordkeeping and enable the administration to support continuity of learning.
- Upon submission of this form, the administration will create a new schedule in the requested model for the student. While the student's new schedule will be provided as soon as possible, it may take up to one week to make the necessary arrangements before the student can begin instruction in the new model.

Over the course of the coming weeks and months, please keep in mind the importance of following appropriate health and safety protocols whether at home or traveling. The most recent [COVID-19 activity level report](#) for our region shows the trend that started in mid-October continues: the case rate (number of cases per 100,000 people) and percent positivity (percentage of total positive COVID-19 tests out of all COVID-19 tests performed) are *steadily increasing*. As I mentioned in my [October 16 update](#), these increases directly correlate to an increasing likelihood



that school buildings and/or entire districts across our region may be ordered to transition to full-remote learning for all students. Also, as a reminder, students who travel to a state listed on [New Jersey's COVID-19 Travel Advisory List](#) must quarantine for 14 days. If your child has visited a state on the COVID-19 Advisory List, please contact the school nurse for further guidance. The principal will also arrange for continuity of learning for your child during the quarantine period.

Finally, a schedule and sign-up process for our upcoming series of "Paramus Community Connections Virtual Information Sessions" will be provided to all families next week. We look forward to providing this opportunity for our community to engage in school-related discussions with key members of our administrative and planning teams.

Thank you again for your patience, understanding, and support during these challenging times.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Adams", written in a cursive style.

Sean Adams
Superintendent of Schools