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March 9, 2020

Dear Parent/Guardian:

As many of you are aware, school districts around the state of New Jersey have begun to plan for contingencies in the event of school closures due to the Coronavirus.

The Essex County Schools of Technology wants to ensure that we put the safety of our students as our first priority and have begun to plan for such an event so that teaching and learning will continue to occur even in the event of a possible closing.

In order to ensure that we accomplish these goals, the following will be occurring at all three of our schools, Payne Tech, West Caldwell Tech and Newark Tech:

- Our scheduled half-day this Friday, March 13 will be used as a **full-day** for teachers to develop lesson plans for two weeks. **Therefore, students will not have school this Friday.**
- In addition to this, our school custodians and maintenance personnel will use this time to provide a deep cleaning and sanitizing of our schools.
- We will be finishing the last stages of our District Virtual High Schools, which will be located on our main page at www.essextech.org

Please be reminded that if your child is exhibiting any flu-like symptoms to please have them stay home and contact your primary care physician for further instructions. A phone call or email to the school will be sufficient for attendance purposes.

We appreciate your cooperation and are sure that through our combined efforts we will be able to work through this difficult time.

Sincerely,

Dr James Pedersen
Superintendent of Schools