

# Totowa Borough Public Schools

Washington Park School

10 Crews Street Totowa, NJ 07512

Phone : 973-956-0010 Ext. 2103 Fax : 973-389-2270

[Patricia.Capitelli@totowa.k12.nj.us](mailto:Patricia.Capitelli@totowa.k12.nj.us)

[David.Bower@totowa.k12.nj.us](mailto:David.Bower@totowa.k12.nj.us)

---

Patricia Capitelli  
Chief School Administrator

David Bower  
Principal

December 15, 2020

Dear Parents and Guardians:

In accordance with N.J.S.A18A:7F-9, the district has the option to utilize fully remote instruction to meet the minimum 180-day school year requirement. Due to the pending snowstorm, Wednesday, December 16<sup>th</sup> will be a half day of in-person instruction. All instruction will end at 1:20 P.M. Thursday, December 17, 2020, will be a virtual day for all students.

On Thursday, in-person students will log on to Teams with their homeroom teachers at 9:00 A.M. and attendance will be taken. Students in grades 5-8 will follow their regular period schedules and log on to their respective Teams at the designated time. Student assignments will be posted in class notebooks associated Teams. In-person students will be dismissed at 1:20 P.M. for lunch and recess and will resume specials classes at approximately 2:40 P.M.

Remote students will log on with their remote teacher as usual and follow their regular schedule.

Please note if you are using a home computer and need assistance logging on to Teams and/or Clever, please refer to the Technology Help section on our website.

The district is preemptively making this decision in anticipation of a large storm on Wednesday and Thursday. Please be advised that future circumstances may preclude the utilization of virtual learning and will necessitate the use of snow days due to inclement weather.

Announcements pertaining to virtual instruction days and/or snow days due to inclement weather or emergency school closings will be made through the Realtime messaging system and will be posted on the district website. Parents/guardians can check the status of the virtual instruction day or emergency school closures by:

1. Our automated phone system will provide you with updated building closures and virtual instruction days by calling the phone numbers that parents/guardians submitted on their child's contact verification form in September 2020.
2. Calling the main school number (973) 956-0010 and choosing the first prompt (school closings).
3. Logging on to the district's website: [www.totowa.k12.nj.us](http://www.totowa.k12.nj.us)

Thank you for your continued support and cooperation.

If you have any questions, please contact the main office.