



# Public Schools of Plainfield

**JEFFERSON ELEMENTARY SCHOOL**  
1750 W. Front Street  
Plainfield, NJ 07063  
(908) 731-4250  
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**Telaya Parham, Principal**  
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March 30, 2020

Dear Parent(s)/Guardian(s),

Due to Governor Phil Murphy's decision to remain closed until April 17, 2020, Plainfield Public Schools is preparing to transition to virtual learning for elementary and middle school students as our high school students already are learning virtually. We will be distributing devices to all kindergarten through 8th grade students who need them from April 1, 2020 to April 8, 2020. We ask that if your child already has access to a computer, tablet, IPAD, or another device, please do not sign out an additional one. This will allow your child to submit assignments in real time, video conference with their teachers, and reach out for assistance.

Parents and/or Guardians will be required to sign a loaner agreement prior to receiving a device. If you need a device, you will have to pre-register prior to the pick-up. Please click the link below. As each building is unique, your building administrator will be providing the distribution times by homeroom. In order to remain compliant with the social distancing order all transactions will take place OUTSIDE OF THE SCHOOL. If you have more than one child, you may pick up their devices at the same time. Please limit the amount of people reporting for pick up as we do not wish to not have more than 10 persons gathering at a time. It is critical that you adhere to your child's school schedule as the safety and well-being of everyone is of most importance. If you are unable to pick up your child's device or have any questions, please contact your child's principal.

Registration link: [https://docs.google.com/forms/d/e/1FAIpQLSeJcYwrqOt3tmcqgu7e-73fkMfM6UF9H2eg\\_gBiCvovi\\_Mq8Q/viewform](https://docs.google.com/forms/d/e/1FAIpQLSeJcYwrqOt3tmcqgu7e-73fkMfM6UF9H2eg_gBiCvovi_Mq8Q/viewform)

## Jefferson's Distribution Schedule

Wednesday April 1, 2020

Times	Grade
8:30 a.m.-11:00 a.m.	Kindergarten
1:00 p.m.-3:00 p.m.	First Grade

Thursday April 2, 2020

Times	Grade
8:30 a.m.-11:00 a.m.	Second Grade
1:00 p.m.-3:00 p.m.	Third Grade

Friday April 3, 2020

Times	Grade
8:30 a.m.-11:00 a.m.	Fourth Grade
1:00 p.m.-3:00 p.m.	Fifth Grade

Educationally yours,  
Principal Parham

