

Monmouth County Vocational School District

Charles R. Ford, Jr., Ed.D.
Superintendent

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Sean R. Meehan
Assistant Superintendent

Collette C. Flatt
*Business Administrator
Board Secretary*

October 16, 2020

Re: Request to Return to In-Person Instruction

Dear MCVSD Parents and Families,

As we approach the end of the first marking period on Friday, November 13, you may request that your student transition from full-time remote learning to in-person instruction. Included is the appropriate form to complete and submit to your student's MCVSD building principal no later than **Wednesday, October 28**. If received by the deadline, your student will be able to return to in-person instruction on **Monday, November, 16**.

This request must be submitted to your student's building principal at least ten (10) working days before the end of a marking period. If you decide to continue your student in remote learning past October 28, the next available date for them to return to in-person instruction will be Monday, February 1.

Parents and caregivers should contact their student's building principal with any questions or concerns.

We appreciate your patience and understanding as we support our learning community through these unprecedented events.

Sincerely,



Sean Meehan
Assistant Superintendent

Enclosures.

MCVSD Request For In-Person Instruction

Student Information

Student Last Name	Student First Name
Building/Program	Grade Level (20-21 School Year)

Parent/Caregiver Information

Parent/Caregiver Last Name	Parent/Caregiver First Name
Phone Number (Best Contact)	Email

I am requesting hybrid, in-person instruction for my student and understand that if submitted by the deadline, they will resume in-person services on Monday, November 16.

Parent/Caregiver Signature

Date

Deadline to Submit Request: October 28
Submit to MCVSD Building Principal