



*Serving With Pride The*  
**Township of Manalapan  
and the  
Borough of Englishtown**

**OFFICE OF THE  
SUPERINTENDENT**

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*Superintendent*

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Dear Parent/Guardian:

As we approach that time of year when children and parents are wearing their pajamas inside-out and the most watched program is the weather channel, I would like to take this opportunity to address the issue of delayed openings and the Milford Brook Before Care Program. Historically, the YMCA's Before Care Program was cancelled whenever the district had a delayed opening. This was due to concerns regarding snow removal. With the restructuring of the district and the new starting time for Milford Brook School the district took over the Before Care Program at Milford to give parents a more affordable option in the morning. Considering the 10:50 AM starting time at Milford Brook School when there is a delayed opening, I established a 9:30 AM start time for the Milford Before Care Program.

The Director of Physical Plant has expressed some concern regarding his ability to clean 100% of the parking lot before 9:30 AM should there be a significant snowfall. To address this concern the following plan will be put in place when there is a delayed opening:

1. The Milford Brook Before Care Program will open at 9:30 AM
2. All children will be dropped off at the front entrance of the building. The district will to the best of its ability attempt to clear the driveway and the walkway to the front entrance of snow before the 9:30 AM opening of the program.
3. If it becomes apparent that the district is unable to meet its obligation to clean the driveway and walkway of snow, the decision to open the Milford Brook Before Care Program will be re-evaluated and at some time in the future this procedure might be changed.

While I know all the children are praying for that snow day, hopefully we will have a warm winter and it will only snow on Friday nights.

Sincerely,

Superintendent of Schools

JM:ps