

March 13, 2020

Dear Parents:

In the event of an official school closing, your child's case manager will reach out to you on the first day of closure to provide their office hours as they will be available to provide support and guidance.

As always your child's teacher will be the first point of contact, but I would ask that you include your case manager on any email correspondence.

Please note that any *currently* scheduled meetings may still be able to held via phone. In some cases, meeting times/dates may need to be coordinated at a later date/time to ensure appropriate staff are available for the meeting.

Our support staff, including Guidance Counselors, Social Worker, and School Psychologists, can schedule a time to talk with you (and your child, if appropriate) should the need arise. They are available to support the student's needs and concerns.

Students with Individualized Education Programs should anticipate that classroom-based academic services would be provided via remote learning. Related services would be provided via remote learning, as appropriate. The related service therapist would reach out to you with appropriate remote learning activities. If any services are unable to be rendered due to the nature of remote learning, your child's case manager would schedule a meeting with the IEP team (including you), upon our return to school, to determine the need for replacement sessions. Any make-up sessions will be scheduled after we return to school.

As always, please keep the health needs for you and your family as a first concern during these trying times.

Be well.

Jack