

April 27, 2020

Dear Students and Families:

The new trimester is set to begin next week, and we wanted to let you know that we have reached a decision about third trimester beyond our initial plans to operate through May. We are **not** going to return in person. Previously, I shared that we'd be able to gage if we could return for the summer in part based on whether summer programming and youth employment were deemed permissible. However, even if approved, there will still be uncertainty about ensuring a safe environment at school. It will be imperative to have established protocols regarding social distancing and steps to follow in the event that someone exhibits symptoms, tests positive, or is exposed to someone who tests positive for COVID 19. Such protocols are not yet established and will require more guidance and time to address appropriately.



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With an extended remote learning approach, **we are going to amend our third trimester schedule to end on July 3, 2020**. We've prepared an **infographic and a 'how to' video** to help walk you through our approach, expectations, and support available to you. You will receive these resources by the end of the week. **Please review it before we start back on May 4th**. Key take-away's are listed below.

Students are expected to log in daily (Monday through Thursday) to:

- Access daily mini-lessons from your teachers' Google Classroom. They will be uploaded every day at 10:00 a.m.
- Complete and submit assignments daily. Assignments submitted on Friday will be marked late.
  - Students should plan for about 3 hours of work each day, Monday through Thursday.
- Check-in with your Advisor between 10:00 a.m. to Noon to be marked present; this is how attendance will be recorded.
- Access office hours for assistance from your teachers. Your teachers will be available 10:00 a.m. to Noon and then another two hours between 1:00 to 7:00 p.m.

Please know that we tried to find a balance between maintaining high expectations for you while also trying not overwhelm you with work. Because online is not our ideal way of working, we have streamlined content for each of your classes. We are not expecting to race through the same amount of content that you would receive if we were having classes in person. This is why we are also amending the length of the trimester.

We understand that some of you are working at businesses that are deemed essential. While this is an individual or family decision, remember that school is still your top priority, which is why work permits have limits based on age. Work cannot displace your school responsibilities. Please reach out to your Advisor if you have concerns about this.

With our extended online approach, I imagine that you have additional questions that come to mind:

- Prom and Graduation?
  - We will be postponing graduation to late July in an attempt to preserve this milestone event for our seniors, their families, and our 2020 team of teachers. We will communicate directly with seniors and their families in mid-May regarding specific dates. We are looking at having a senior weekend (Thursday, Friday, and Saturday) inclusive of prom, brunch/rehearsal, and graduation.
- School trips?
  - End of year trips are being canceled. New York was postponed to September but will be re-evaluated to determine if that's still reasonable.
- Internship for Juniors?
  - All internships scheduled for third trimester are being rescheduled for your senior year. Ms. Drummond and Ms. Kretschman have been and will continue to be in touch with your internship site contacts.
- Wellness?
  - Ms. Ickes and Ms. Zuniga will continue to be available. Any student or parent seeking to reach them can email them at [ickes@cityhigh.org](mailto:ickes@cityhigh.org) or [zuniga@cityhigh.org](mailto:zuniga@cityhigh.org). They will respond in a timely manner during regular school hours. If immediate assistance is required for a behavioral health emergency, students and families were recommended to contact RESOLVE at 1-888-796-8226. Students who receive behavioral health counseling at school, our provider, Pressley Ridge, will continue to assure services via Telehealth and phone.

Lastly, in order to be equipped to start the trimester with the educational materials and technology (i.e. laptop, charger, repairs, webcam) you need, **we have scheduled April 30th as the pick-up date and we've noted below which grades and corresponding teams need to pick up items. We have arranged the pick-up logistics to help assure social distancing. Don't forget to wear a mask.**

- Thursday, April 30th:
  - 10:00 a.m. to 4:00 p.m.:
    - **9th** Grade Pick-Up: Students scheduled for Cultural Literacy (Teams B & C) and Art; Students who have a technology need

- **10th** Grade Pick-Up: Students scheduled for Cultural Literacy (Teams A & C) and Art; Students who have a technology need
- **11th** Grade Pick-Up: All students including if you have a technology need.
- **12th** Grade Pick-Up: No one unless you have a technology need

Note: If you have not completed our technology survey, please do so at <https://www.surveymonkey.com/r/3MBXQ63>. It's crucial to our efforts to help assure the appropriate tech support for online school work.

Please email your Grade-Level Principal if you still have lingering questions. While we may not have answers to all questions, we will be working through various considerations that emerge.

I am struck by the amazing resilience and ingenuity so many of you have and will exhibit. At the same time, I also want to acknowledge the loss many of us feel as well. I, along with many of your teachers and principals are grieving the loss of our typical way of working to adapt to the current pandemic. Perhaps you are too. Amidst this, I also feel hopeful and resilient. Our hope is that we can not only make it through this period, but to do our best to thrive.

We look forward to "seeing" you when we return on Monday, May 4th. In the meantime, please continue to take care and enjoy time with your loved ones!

Best,

All my best,



Dara Ware Allen, Ph.D.  
CEO and Principal