



Friday, March 6, 2020

Dear Parents of Logic and Rhetoric School Students,

As was indicated in the letter you received yesterday from Andrea Bergstrom, we are monitoring the situation surrounding coronavirus and doing what we can to encourage good hygiene as well as prepare for a remote learning situation should that be necessary. We continue to pray that contingency measures for any sort of school closure will not be needed, but we have created a remote learning plan that could be utilized during such a worst case scenario. Please note that the CDC recognizes that schools are not expected to make decisions about dismissal or canceling events on their own and that school administrators should work in close collaboration and coordination with local health officials to make dismissal and large event cancellation decisions. We will seek specific guidance from local health officials to determine if, when, and for how long to take these steps.

While we recognize that any remote learning plan could never replace what goes on in our classrooms on a daily basis, we are doing our very best to develop simple plans that would keep our students engaged and learning if at home for an extended period of time. Mr. Curtis and I have been working with our faculty this week to create structure and expectations surrounding a simple and viable remote learning plan for all USLR students. Today we conducted a very brief survey in advisory regarding access to technology which helps us plan. As you are aware, as a classical school we embrace technology as a tool, but we do not use technology as our primary instructional method. Should we find ourselves in a remote learning scenario, there will be a learning curve for us all. We respect screen time limits as a regular home practice, but also recognize that unusual circumstances may make technology useful and even necessary.

In the Upper School, if remote learning were to become a necessity, we will email out a link to a Google Drive folder that will serve as the primary means of communication. This Google Drive folder (one for Logic School and one for Rhetoric School) will contain a separate folder for every teacher who has a sub-folder clearly labeled for each class they teach. An announcement document for each class would list weekly assignments, reminders and general messages from the teacher. Additional instructional materials such as readings and handouts could also be placed in this folder. Students should be able to easily navigate to each folder where they can get the information they need.

As stated previously, we are praying that this will not become a necessity, but recognize we may have no control over some decisions regarding school closures. In the meantime, we will continue preparing while conducting business as usual. This includes a daily routine of learning, play practices, club meetings, and enjoying the CCA community. We will continue to be in touch, especially concerning next week's field trips. At this point, we are pressing on as planned unless circumstances change.

As always, we are thankful for your partnership, but are especially thankful in these uncertain times!

Sincerely,

Tracy Bennett, *Dean of Academics*

Michael Curtis, *Dean of Students*