

Dear Faculty,

I was in classrooms today and amazed by the focus, tenacity and joy that you - and our amazing scholars - are exhibiting through this uncertain time.

The safety of our scholars, staff, and families is always our top priority and we continue to follow the COVID-19 situation closely. Following the guidance of Governor Jay Inslee, in order to slow the spread of the novel coronavirus (COVID-19), **Impact | Puget Sound Elementary will be closed beginning Monday, March 16, 2020. This closure will extend at least through Friday, April 24, 2020**, to support the safety of Impact families and our broader community. Our desire is to return to school as soon as possible to meet our mission and support families, and we will be closely following guidance from the state on when we may do so.

We know that school closures as extended as this have significant impacts on families and cause ripples throughout our community, so this is something that we take very seriously. We have been working actively on contingency plans for learning, meals, and more. Please read all of this email for important information.

Maintaining Bold Ambitions for Our Scholars

We are committed to ensuring every scholar continues learning over the next six week. We ask for each family's partnership in ensuring scholars' education remains a priority during this closure. Thus, our team created a learning packet - one for each of the six weeks - that includes a daily learning agenda and practice to support their academic development. All scholars will bring home the following learning supports on Friday:

1. Home Learning Packet
2. Reading Packet
3. Math Packet
4. Book Baggie Full of Books
5. Math cubes (K & 1st grade students)

If scholars aren't at school on Friday, they may pick up these materials on Monday from 7:30am - 9:30am during our scheduled meal service. In addition to these resources, we recommend families visit the library as soon as possible to stock up on lots of new, exciting reading material at home.

We are grateful that every scholar at Impact has an adult mentor. As you know, the mentor is the liaison between the family and our school. As a mentor, you will be checking in with your mentees throughout the closure to ensure each mentee is on track with their at-home learning, troubleshoot any challenges they're facing with the learning experience and provide support

where needed. You will serve as these 13-16 students' main point of contact throughout the closure. Emma will share more details about this role with you soon.

We are sharing the following tips with families:

Please complete the full packets by the time we return to school. Try whenever possible to follow the daily schedule. This daily routine will support maintenance of your scholar's skills throughout this time away from school.

This time away from school is not vacation.

Please stay focused on academic work. Your mentor will be contacting you multiple times each week to check in on your scholar's progress. At IJPSE we believe that every scholar can reach the **BOLD AMBITIONS** we have for them and we need your support in ensuring learning continues throughout this time away from school. Please ask your mentor questions on these calls if you need tips on supporting your scholar.

When your scholar is writing, don't worry about spelling. Scholars should spell spelling words correctly but other words can be sounded out. Please make sure your scholar writes in complete sentences.

For math, let your scholar figure out the problems on their own. Help them visualize the problem, provide objects they could use to support their thinking and encourage them to draw a picture to help. Please do not teach standard algorithms or tricks.

We have assigned about 3 hours of academic work per day that must be completed. Please use additional time to do extra work, get physical exercise and play educational games whenever possible.

Below are instructions to log onto

[ST Math](#). All scholars should know their own login and password. Here are some links for logging on and supporting at home:

[Directions to log on at home in English.](#)

[Directions to log on at home in Spanish](#)

To log into Lexia, use [this link](#). Enter your teacher's email address (e.g. dfox@impactps.org), and it should recognize the account as Impact Public Schools. Scholars should know their own username and password.

2nd Grade Families without a Computer at Home May Pick Up a Chromebook for Distance Learning

We are actively working on gathering funds to be able to provide take-home Chromebooks for all of our scholars who need them. At this time, we will be prioritizing 2nd graders who do not have a computer at home because our current 2nd grade cohort will have the least time with Impact to catch up once we all return. This is a moment when we must stand in **BRAVE SOLIDARITY**, so if families have the means to purchase a laptop for their scholar, please advise them to do so. If they do not, please tell them to come to the school to pick up a Chromebook at one of the following days/times. An adult must be present to pick up a Chromebook; we will not be sending them home in backpacks to ensure the safety of scholars and devices. Times when you can pick up a Chromebook are:

- Friday, March 13th from 1:00pm - 2:00pm (at dismissal)
- Monday, March 16th - Friday, March 20th from 7:30am - 9:30am (during meal pickup)

Impact chromebooks will be returned to school after the closure, as we will continue using them in classrooms as part of our regular education program. Please remind families to take good care of them!

Free Meals For Children Will Be Available During this Closure

We know that many families rely on school meals. We have been working with state officials to ensure that we can provide meals **FOR FREE** to children who need them. Below, please find information about how families may pick up a meal:

The child must be present for a meal to be distributed. Due to federal regulations, exceptions

- cannot be made, even for students who are sick, though a sick student may remain in your vehicle and we can bring a meal out to your car. For this situation, please call the school at (206) 712-7640 or pull up in front and wave down a faculty member.

Meals will be

- **free for all children** regardless of their typical free, reduced, or paid status. This is through a special, emergency program.

Meals can be provided to **any child between the ages of 0 and 18 who comes in person** - even if they are not enrolled in Impact. This means that siblings, cousins, friends, and other children can receive meals. Meals cannot be provided for adults. Only one breakfast meal and one lunch meal can be provided to each child each day.

Both breakfast and lunch will be distributed at the school at the same time, from

- **7:30am - 9:30am each weekday** that school would have been in session. When families come to the school, we ask them to line up on the ramp by the front door.
- Meals will be distributed on a first-come, first-served basis, since it is unlikely that we will be able to perfectly predict how many families will take advantage of this option.

Brave Solidarity and Kindness

As always, we will remain calm and centered on what is best for our scholars. This is a stressful time for everyone, and the best thing we can do for our scholars and for each other is to continue practicing the perseverance, flexibility, kindness and mindfulness that we teach our scholars to utilize each day. Whether faculty or family, we should all be cognizant of the conversations we have and actions we take in front of children as they are taking their cues from us. I also ask that we remain patient with one another. Even with the best laid plans, there are bound to be hiccups as we work to implement them. This is new for all of us. In order to maintain a positive, partnering, and productive school culture, we all need to be ready to give each other all the support we can. I'm confident that together, we will persevere.

Thank you for the incredible courage and grace you have shown through this challenge.

With much respect,
Jen

Jen Davis Wickens | Chief Executive Officer

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