



# PORT WASHINGTON Union Free School District

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March 17, 2020

Dear Parents/Guardians:

We hope that everyone is healthy and finding ways to productively occupy their time during these unusual events. This letter is to inform you that we have scheduled today as a Superintendent Conference Day to allow our teachers to collaborate remotely to design virtual/online lessons for your children. Please note that virtual/online learning will take place in different formats and that on different days, teachers may use different formats. Therefore, please check your email as frequently as possible so that you can remain informed.

Teachers will be communicating with you and/or your children via email by tomorrow to notify you/them of their plans for instructional activities that will begin no later than Thursday, March 19<sup>th</sup>. While your children are engaged in online learning, we request that you please closely monitor them. We are cognizant that we have students who may not have the means for online learning, and the district has put a plan in place for servicing those students. We will be communicating with those parents as soon as possible to inform them of our plan.

Students receiving special education services will maintain their services in a variety of ways. Dr. Stephanie Allen and/or members of her team will be in contact with parents and students on a regular basis to provide them with plans and updates.

We understand that these are not ideal times but please be assured that we are doing our very best to maintain continuity of instruction. Please stay safe and strong.

Sincerely,

Michael J. Hynes, Ed.D.