



Port Jervis

CITY SCHOOL DISTRICT

Mike Rydell
Superintendent of Schools
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Pursuing excellence at every level, every day.

March 20, 2020

Dear Port Jervis Learning Community,

It is remarkable to think that it was just one week ago that we received the Executive Order from Orange County Executive Neuhaus ordering the closing of schools. While there have been many press releases and documents from the New York State Education Department, as well as local, state, and national politicians, unfortunately clarity and details have not been forthcoming. While many questions remain, it has been our team's central objective to remain completely transparent and provide our learning community with as much confirmed and factual information as possible. I sincerely appreciate your patience and support as we navigate through this current situation together.

While there has not been a directive or order indicating an extension of the school closing, we are prepared to meet the challenge.

That being said, I would like to close the week with updated information to best prepare our learning community for the days and weeks ahead:

Our faculty, staff, and administrative team have worked diligently to prepare for variables that could arise during this unique and unpredictable time. As a result of this anticipated extension, the following components of our preparedness plan have been or will be activated:

- Meal distribution will continue to take place each weekday at HBE, ASK, Middle School, and Salvation Army locations.
- Office staff in each of the buildings have been assigned to work from their respective homes, however, we are committed to maintaining excellent communication with our learning community. Several staff members have been provided with technology that will allow for our community to continue to call District Office phone numbers, which will be staffed remotely. Email will be accessible by all members of our faculty, staff, and administration.
- A Chromebook will be loaned to any household that requests one.
- Our IT Department's Help Desk will be staffed throughout the closing of schools to provide technical support and assistance to our students and their families. (845-858-3131)
- Teachers and administrators will continue to develop alternative educational materials and delivery modalities to maximize opportunities for all of our students despite the closing. These materials will be distributed via online platforms such as our District website and Google Classroom sites. Our District's Continuity of Education Plan has been submitted to the State Education Department and we are awaiting approval.

As we have some clarification on the immediate effects on the school calendar and the direction that schools must exhaust all available Emergency (Snow) and scheduled Vacation Days before implementing, the following is our calendar impact plan:

- March 17 - 20 are designated as the four unused Emergency (Snow) Days
- March 23 - 30 will replace the previously scheduled Spring Break dates
- March 31 will replace May 22 (Friday before Memorial Day)

As a result of the above calendar designations, the alternative educational materials and delivery modalities will begin on April 1, 2020. More information on the roll out of the education plan will be placed on our website and social media platforms in incremental pieces throughout next week to allow all to feel as comfortable as possible in the transition.

Again, thank you for your continued patience and support.

Sincerely,

Mike Rydell