

March 11, 2020

Dear Pennoyer Families,

As you may be aware, schools on the Northwest side and suburbs have used emergency closure days due to the COVID-19 virus exposure. **While there are still NO reported cases of Coronavirus connected to Pennoyer School district at this time, we are closely monitoring student and staff illnesses and taking steps to be prepared.**

One of those steps is developing an e-learning plan should Pennoyer need to be closed for an emergency day(s). While e-learning does not replace our teachers or the quality of authentic learning that happens in our classrooms, our goal is to ensure continuity of education for all of our students.

Here are some highlights of the plan:

- Beginning on Thursday, March 12 students in grades K-2 will be allowed to take home their iPads each night. Please note, they are required to bring their iPads, fully charged to school every day.
- If an e-learning day is called, assignments for the day will be posted by 8:00am in your child's Google Classroom account.
- Students must login between 8:00am and 11:00am each day to complete a Google Form in order to receive attendance credit for the day.
- Teachers will be available from 9:00am -12:00pm and 1:00pm-3:00pm to assist your children.
- If students are unable to login, alternative assignments will be provided. These assignments will need to be turned in upon return to school for attendance credit.

E-learning will look different at each grade level. Your child/children's teacher will provide more detailed information in a separate communication. If your child/children receive services from a specialist, they will also reach out to you individually.

Should there be an e-learning day, you will be notified through School Messenger via email, phone and text. Again, the goal of e-learning is to provide students with continuity of learning. If e-learning days are implemented, they will count as an attendance day and will not need to be made up at the end of the school year. Your child will need to login to Google Classroom and fill out an eLearning student attendance form by 11:00am. If your child cannot participate, we ask you to call your child in sick as you normally would.

We have provided eLearning day information and Facts and Questions (FAQs) on our website:

<https://www.pennoyerschool.org/school/elearning>

While I hope we do not have to implement this plan, we want to be proactive and timely in our communication.

Lastly, I want to ensure all Pennoyer families the health of our students, faculty and community is extremely important to us. These are uncharted times we are in, but I want to reassure you that I am in constant communication with our neighboring districts and health officials. Any decision to close school will be made under consultation and advice of the Illinois Department of Public Health. There are many assumptions out there about the COVID-19 or Coronavirus. The sources school districts are using for the most up to date information and guidance are:

<https://www.cdc.gov/>

<http://www.dph.illinois.gov/>

<https://www.isbe.net/>

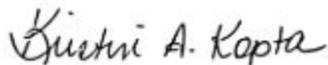
It is important for everyone to do their part in staying healthy. The CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if your hands are visibly dirty. *For additional information about handwashing, see CDC's Handwashing website.*

These are everyday healthy habits that can help prevent the spread of several viruses. **We also request that when calling your child in sick to school, please provide us with your child's specific symptoms.** Pennoyer will be doing its part by sanitizing all classrooms at least twice a week with our electrostatic sanitizing machine, providing our teachers with extra hand sanitizer and virus killing wipes for their classrooms.

I thank all our Pennoyer families for their cooperation and patience. Please feel free to contact me should you have any questions or concerns.

Sincerely,



Kristin A. Kopta, Ed.D
Superintendent
Pennoyer School District 79