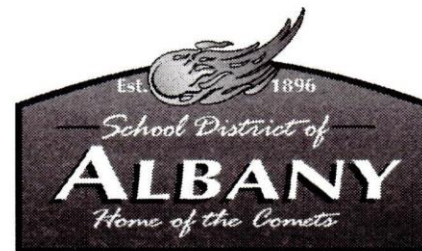


School District of Albany

400 Fifth Street
P.O. Box 349
Albany, WI 53502-0349



Elementary/District Office - 608-862-3225 • Middle School/High School Office - 608-862-3135 • Fax - 608-862-3230

March 25th, 2020

School District of Albany update regarding school closure

Hello School District of Albany families:

During this health crisis Albany Schools is working hard to do everything we can to connect to students without being able to see them face to face. We understand that all of our lives have changed and will remain changed until after the health crisis is over. Thank you to all the families that have come to pick up materials from school. We also delivered materials to those of you that could not get here.

These are new experiences for all of us so please be patient and understanding as things change daily during the pandemic school closure.

Here are the latest updates:

1. Governor Evers has issued a safe at home order until April 24th, which means school will be closed at minimum until that date.
2. All school activities/trips/events are canceled until further notice.
3. Reminder that free breakfast and lunch are available through school. Please refer to our school website or contact the school to sign up for pick up or delivery.
4. The building is off limits to the public with call/appointment only. Only essential personnel will be in the building limiting that number to 10 or less at any one time.
5. A secretary will be here to answer the phone 8-4 each day.
6. **Instruction will begin for students beginning on March 30th. What that looks like for each teacher, grade level and student may look different. Your student's teacher will be contacting your student to provide guidelines for how this will occur.**
7. **Middle and high school students: It is very important that you check your email each day.** Please make sure your child is checking this.
8. Grading will be done on a pass/fail basis. No impact on GPA Grade Point Average.
9. There will be no 2nd semester final exams.
10. Please contact your student's teacher directly with questions or concerns. Email addresses are available on the website: www.albany.k12.wi.us
11. Instruction for secondary students 5-12 will mainly be conducted online. Details of how this will be happening will be sent out next week. I understand that all students do not have access to the internet and we will make this accommodation in some way.
12. Instruction for elementary students will be conducted online and paper/pencil. We have provided Chromebooks for students in 2nd through 4th grades. We would also accommodate to meet your needs, if your household does not have internet access.
13. As a reminder, the Chromebook is a school issued electronic device and is monitored by the school through Go Guardian and Bark. If students are irresponsible, parents will be notified. Be sure to care for the school device while it is at home.
14. If your child receives Special Education services, your child's Special Education Teacher will be reaching out to you and will continue to provide services virtually, as well as modifications and accommodations for your child. Related Service Providers (OT, PT, Speech) will also continue to provide services virtually.

15. If your child has items that they absolutely must have now, please contact the school for staff to attempt to locate and return these items. Once the pandemic crisis has ended, we will make arrangements for all of your items to be returned.
16. Once the pandemic crisis is over and we are allowed to gather in large groups, the district will work with families to organize Senior recognition at Class Night.
17. Graduation **will** occur in some way once the pandemic crisis is over. Date to be determined.

There are many unanswered questions, please be patient and understanding as we all learn together in the coming days. Our hope is for your family to stay healthy and safe during this health crisis. Try and use the time to find joy in your kids. We are here to support the best we can from afar.

Be safe and stay well.

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