



Pine Lake Families,

I mentioned in last night's communication that this is an unprecedented time. Like you, we have never been in this situation, however, we have been preparing for its possibility.

I want to be clear that Pine Lake Preparatory's decision to close was made with the intention of minimizing the risk of exposure for our students, staff, families and the general public. As of today, we are not aware of any students or staff who have been tested for the COVID-19 virus. The goal is to support a community, statewide, and national strategy of social distancing; we encourage all of our families to practice social distancing, meaning *a conscious effort to reduce close contact with others*, as well. Separating ourselves from others is the most responsible way to reduce the risk of infection. I also want to reiterate that it is equally important that students are continuing to practice everyday preventive actions which can help prevent the spread of illness – avoid touching your face, cover your cough, wash your hands with warm water, etc.

The next few weeks will be anything but normal. Students are displaced from school, parents may be working from home, traditional routines and daily schedules will undoubtedly look and feel different. I would encourage you to have those conversations with your children. What may look different, what fears or concerns may they have, what can we do as a family to create "routine?" It would also be irresponsible for me not to address social media. Cell phones and social media in particular have the potential to be an added stressor, social burden and negative influence in a time like this. Limiting and monitoring social media is a proactive step in maintaining normalcy.

Tomorrow you will receive the eLearning Day information that should answer any questions you may have. I have included the schedule below so that you may prepare accordingly. Once more, I would recommend developing a schedule/routine around the virtual day. The Lower School schedule is innately flexible while the Middle School and Upper School schedule is more defined. When possible, encourage your children to wake up early, shower, eat breakfast, and sit down at the dinner table ready to engage. The success of the experience and the semblance of "normalcy" will be predicated on readiness and engagement.

Lastly, we are all in this together. We are committed to providing transparent information in an effort to keep our community safe. If at any point someone in your home is diagnosed with, or is at increased risk for COVID-19, please let me know so that we can communicate with, and get guidance from, local health authorities. While we are committed to transparent communication to our community about risk and/or decisions, we are also committed to protecting individual privacy.

Once more, thank you for your support and flexibility.

Andrew Mocerì  
Executive Director  
Pine Lake Preparatory

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### **Resources:**

Talking to Children About COVID-19 (Coronavirus): A Parent Resource:

[https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)

### **E-Learning Day Schedule:**

#### **Lower School:**

Lower school students will be assigned asynchronous work, meaning they will complete self paced assignments in Canvas. Students will be expected to sign into Canvas on a weekly basis and complete tasks/assignments for that given week. Staff will be available via Canvas each day from 8:00 am - 12:00 noon should you have any questions.

#### **Middle and Upper School:**

Middle and Upper School students will operate on an A-day / B-day schedule from 8:00 am until 12:00 noon, Monday through Thursday.

#### **A - Day (Monday and Wednesday)**

<b>Class Period</b>	<b>Start Time</b>	<b>End Time</b>	<b>Course Duration</b>	<b>Attendance Taken</b>	<b>Tardy (after)</b>	<b>Absent (at or after)</b>
<b>1<sup>st</sup> / 9<sup>th</sup> Block</b>	8:00 am	8:50 am	50 minutes	8:05 am	8:10 am	8:25 am
<b>2<sup>nd</sup> Block</b>	9:00 am	9:50 am	50 minutes	9:05 am	9:10 am	9:25 am
<b>3<sup>rd</sup> Block</b>	10:00 am	10:50 am	50 minutes	10:05 am	10:10 am	10:25 am
<b>4<sup>th</sup> Block</b>	11:00 am	11:50 am	50 minutes	11:05 am	11:10 am	11:25 am

**B - Day (Tuesday and Thursday)**

<b>Class Period</b>	<b>Start Time</b>	<b>End Time</b>	<b>Course Duration</b>	<b>Attendance Taken</b>	<b>Tardy (after)</b>	<b>Absent (at or after)</b>
<b>5th Block</b>	8:00 am	8:50 am	50 minutes	8:05 am	8:10 am	8:25 am
<b>6th Block</b>	9:00 am	9:50 am	50 minutes	9:05 am	9:10 am	9:25 am
<b>7th Block</b>	10:00 am	10:50 am	50 minutes	10:05 am	10:10 am	10:25 am
<b>8th Block</b>	11:00 am	11:50 am	50 minutes	11:05 am	11:10 am	11:25 am

\*Please Note: students do not need to log into study halls.

**Friday: 8:00 am - 12:00 pm**

**Teacher work days/Counseling Opportunities:** Digital appointments and modules will be available upon request with our counselors. Please email your counselor to request an appointment.