May 8, 2020

Parents, Guardians, and Community Members of Canton Area School District,

I come to you this week with what I could like to consider positive news both for our school district and our county. At 12:01 AM, today, Bradford County has officially reached the “Yellow Phase” of the Governor’s re-opening plan. What does this mean for our region, you may ask. As regions or counties move into this phase, some restrictions on work and social interaction will ease. The purpose of this phase is to begin re-opening the economy while keeping the spread of disease contained as much as possible. Restrictions will be adjusted as necessary based on public health indicators. Work and congregation restrictions include:

* Telework must continue where feasible
* Businesses with in-person operations must follow business and building safety orders
* Child care open complying with guidance
* Congregate care and prison restrictions in place
* Schools remain closed for in-person instruction
* Stay at home order lifted for aggressive mitigation
* Large gatherings of more than 25 prohibited
* In-person retail allowable, curbside and delivery preferable
* Indoor recreation, health and wellness facilities and personal care services (such as gyms, spas, hair salons, nail salons and other entities that provide massage therapy), and all entertainment (such as casinos, theaters) remain closed
* Restaurants and bars limited to carry-out and delivery only
* All businesses must follow CDC and DOH guidance for social distancing and cleaning
* Monitor public health indicators, adjust orders and restrictions as necessary

I know, if any of you are like me, the time cannot come soon enough for us to enter our new normal. Only time will tell how soon this will be. As we move forward into the next week, I thought I would provide you with a few important updates and details around how the school district will plan on “re-opening its doors” to the faculty, staff, and students, and graduation updates.

**Graduation**

This past week, we had the video producers on campus to begin the development of our virtual graduation. We also conducted an “administrative walk-through” on what the evening of May 29th will look like. I want to inform all families to be patient with us as we move forward with the planning and implementation of graduation. I know we are still a few weeks away, but I cannot stress enough: **we cannot have any members of families congregating on our grounds during this time**. The only individuals that will be permitted on the campus for this graduation ceremony will be the seniors and their families (**who will all remain in their cars**). Our teaching staff and administrative team will also be on the property and will be following all social distancing guidelines (**6 feet of separation for social distancing and mask on our faces**). Parents and other family members in vehicles will not be permitted to leave their vehicles throughout the ceremony. Students will have the option, upon receiving their diploma, to get a picture with myself and school Board President, Mrs. Judy Sourbeer, which will be done through the professional photographer who will be on site during this time. For this picture, social distancing guidelines will be followed. If students do not have masks, they will not be permitted to have a picture with the superintendent and board president. Mr. Jacopetti will be releasing a formal schedule to the seniors and their families over the next couple of weeks. I will also share ways that you, the community, can view the graduation virtually on May 29th.

**Page 2 of 3**

**Re-entry Plan - Closing Out The 2019-2020 School Year**

This past week, our team worked diligently to create what we believe is a safe and strong support safety plan for allowing students and staff to return to the buildings for their belongings. Our plan is strictly following the social distancing guidelines set forth by the Center for Disease Control and guidance received through the Governor’s Office around the “Yellow Phase” Re-Entry Plan. I am going to ask that you are **very patient** with us during this time as we expect this process to be very time consuming. We will be doing everything in our power to ensure we are not blocking Route 414 (due to traffic back-ups) as we work through the plan during the week of May 26th. We will do our best to get your child’s contents back to you as quickly as possible. Thanks in advance for your cooperation on this matter.

*Week of May 11th*

During this week, we will be bringing back some of our custodial staff to begin the summer cleaning for the school as we begin preparations for the 2020-2021 school year. We will continue to follow all social distancing guidelines and have our crews set up in shifts to address our needs. We are reminded that this is one step closer to our new normal! On behalf of the administration team, thank you to our custodial and maintenance staff for returning to the front lines and beautifying our campus for the summer and fall of 2020.

*Week of May 18th*

During the week of May 18th, we have created a schedule for each of our teachers to come into the classroom and gather their materials within their room. This plan has teachers naturally social distancing and provides them enough time to gather their belongings and the belongings of their students, bag them, and then place the students’ belongings in a specific location (elementary school: cafeteria; high school: gymnasium). The purpose of centrally locating the contents is to make things easier as we prepare to disperse them to our students the following week.

*Week of May 26th*

During the week of May 26th, we will be opening our buildings for our students and their parents to have curbside pickup (and delivery) of student and school contents (dates and times are listed below). In order for this to run smoothly, please **read carefully** the bulleted points below so we can be efficient throughout this process.

* All arriving traffic will enter the campus by way of the high school loop entrance closest to the auditorium.  This will be referred to as the “Warrior Entrance”.  Once you enter, there will be two lanes divided by cones and you will be directed to one of the two lanes. If you are a parent of a high school student or the parent of a high school AND elementary student, you will be directed to the left lane. If you are a parent of an elementary student and you do not have a high school student, you will be directed to the right lane. Once you have been designated to a lane, you will be informed by CASD employees on how to navigate to the respective school (elementary or high school) for pick up/drop off of student/school materials. **Please Note: East Veteran’s Drive (entrance closest to Tops) will be blocked off. Do not plan on entering the school district property through any other entrance. The only entrance that will be open to the public during this time will be the “Warrior Entrance”.**
* I am going to ask that all parents and guardians **bag any school contents** you have at your house prior to arriving to our school. Specifically, we know we are missing an abundance of textbooks, library books, calculators, athletic gear, musical instruments, and anything else that you would have that is considered school property. Please place your **child’s name, grade level, and homeroom teacher** on the bag prior to arriving to school. This will help us get the school contents back to the correct classroom teacher.
* Upon your arrival through the proper lane to the designated school, you will be directed by CASD personnel to hand off all marked bags. **Please do not get out of your vehicle.** You will then be directed by CASD personnel to state your child’s name so that CASD personnel can retrieve your child’s personal items. Personal items will be brought directly to you by CASD personnel. **Again, please do not get out of your vehicle**.

**Page 3 of 3**

* **Dates and Times for Pick Up/Drop Off of Student/School Materials:**
	+ Students with last names beginning with A-K Tues., 5/26/20 8:00 AM to 3:00 PM and 5:30 PM to 7:00 PM
	+ Students with last names beginning with L-Z Wed., 5/27/20 8:00 AM to 3:00 PM and 5:30 PM to 7:00 PM
	+ We understand that some families may have children with different last names. We will service all students in the household should their last name fall outside of the alphabetical system we have set up for content distribution.
	+ If traffic were to get backed up and you may block Route 414, please attempt to come back to the school at a different time to retrieve your belongings.

Yours in Education,

Eric Briggs

Eric Briggs, D.Ed.

Superintendent of Schools

Canton Area School District