

March 13, 2020

Dear Holt Public,

The events of the last 72-hours were unprecedented, to say the least, with the rapid spread of coronavirus. This situation is impacting almost all aspects of our daily lives. We must be unified like never before as we work to stop the spread and help each other as individuals, neighbors and as a learning community.

Staff and student health is paramount for our district. To that end, our school leaders have been in constant communication with representatives from the Ingham County Health Department, municipalities, State and community agencies, as well as leaders from higher education to gather data on this fluid situation. Information changed quickly yesterday, and with the announcement of further confirmed cases, including Ingham County, we fully support the Governor's closure of districts.

During times of crisis, schools often assist and become a place of refuge in emergency operations. Our role during this event is quite the opposite, as we are asking staff and students to stay home. In helping to reduce the spread, we have committed to deep cleaning and disinfecting in all of our facilities and school buses using EPA approved materials.

With that, on Monday, March 16, limited staff will be in the buildings. The buildings will not be accessible to the general public, but will be open to families to pick-up medicine and or personal items left at school.

Spring Break

The Governor also touched on Spring Break, expressing that districts should look to move their plans to correspond with this shut down. For many ISDs, this is not a hardship as they were already planning for Spring Break during this time period. Our scheduled Spring Break for the Ingham ISD service area, including Holt Public, is April 6-10, and we know that many families and staff members already have plans for this week. We are waiting for further guidance from the Governor's office on this subject and will communicate with staff and families when we know more. We acknowledge the impact this change would have on our learning community.

Childcare

During her address, the Governor recommended that childcare centers attached to schools close during this time. She has since reversed her decision. With that, while we recognize the challenge and strain this will put on our families, we believe it is best as we help to mitigate the spread of the coronavirus, to close childcare. As a result, our childcare and optional intersessions will be closed through April 13, 2020 and we hope we can reopen our childcare centers again and intersession at that time.

Food Programs

As the State is allowing some additional flexibility, during our time off, Holt Public in coordination with our Food Service Department and our community partners plans to deploy our mobile food bus on a regular basis. Our food bank partners plan to help serve our communities as well and may have food available at our remote locations.

Enrichment/Online Opportunities

Over the course of the extended break, many parents will be interested in optional enrichment opportunities to help their student keep learning. Ingham ISD and Holt Public are working to provide information for appropriate learning opportunities. A general repository will be available at inghamisd.org. We recognize that not all families may have the resources to take advantage of these enrichment opportunities, but wanted to share the information with you. Additionally, I encourage you to utilize community resources, like those available through the [Capital Area District Library](http://CapitalAreaDistrictLibrary.org) or PBSkids.org, to assist during this break. Many offer digital or streaming opportunities. We strongly believe that learning continues regardless of whether or not we are in session. You may access supplemental digital materials through our staff directory by clicking on your student's teacher's name. Visit www.hpsk12.net, click the **Our District** tab at the top, click **staff directory** and locate your student's classroom teacher. When you click **on the name of the teacher, you will see links**. Many teachers shared packets of supplemental material with students. In the end, we urge you to structure your day with routines. Finding time to read to your student, with your student, and designate a reading time each day is highly recommended. We would like you to be aware that per State regulations, online learning for K-12 schools in Michigan is currently not allowable for traditional brick and mortar Districts, like ours.

Holt/Dimondale/Delhi Community Task Force

In addition, we have convened the Holt/Dimondale/Delhi Township community task force. This task force is made up of school, government, police, fire, food bank, religious, and business leaders. The task force intends to support our communities by serving as a conduit between volunteers, our food banks and our other needed resources. The task force was established to do our part to help our communities through this unprecedented time, by pooling resources when and where possible.

Hourly Employees

We value our employees! As a result, Holt Public Schools intends to pay our hourly employees their typical wage according to their work schedule! As you read in the opening paragraph, these are unprecedented times. We are doing our part to reduce the stress to our employees by minimizing the economic impact of this shutdown. We ask our employees to understand that some hourly employees are considered essential and will be required to work during this mandated closure while others will be asked to remain at home. A list of online professional development/training requirements will be sent to each employee and we request that each employee complete each module during this break. In the end, we ask our employees to work with their supervisor to better understand and manage work expectations.

Upcoming Travel

If you or members of your family have traveled to a [level three zone](#) or plan to travel internationally over spring break, please let us know. We also ask that for the health and wellness of our students, staff, and your neighbors that you take the precautions recommended by the [Centers for Disease Control and Prevention \(CDC\)](#) and quarantine yourself and your family for 14-days from the time you left the level three zone.

The information shared yesterday may be different from what you read and learn today. Please understand that we are making the best decision at the time to ensure the safety and health of our students, staff and entire learning community. We will continue to monitor all developments related to the coronavirus. As we learn more, we will communicate the additional information to you.

Thank you for your patience during these ever-changing times.

Sincerely,

David G. Hornak, Ed.D.
Superintendent, Holt Public Schools